

**COUNCIL WORKSESSION: 6 P.M.**  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, FEBRUARY 4, 2020 7 p.m.  
AGENDA

- 1 CALL TO ORDER/ROLL CALL
- 2 MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE
- 3 APPROVAL OF AGENDA
- 4 PUBLIC COMMENT

**Those wishing to speak must state their name and address for the record after they reach the podium. Each person will have three (3) minutes to make his/her remarks. Speakers will address all comments to the City Council as a whole and not one individual councilmember. The Council may not take action on an item presented during the Public Comment period, unless the item is already on the agenda for action. When appropriate, the Council may refer inquiries and items brought up during the Public Comment period to the City Manager for follow up.**

- 5 REQUESTS AND PRESENTATIONS
- 6 CONSENT AGENDA

- A. Minutes –Regular City Council Meeting 1/21/2020 & Special Meeting 1/30/20
- B. Payroll & Expenditures
- C. Resolution 20-06: Roesler Tax Abatement Agreement
- D. Appointing Katie Youngberg to the HPC
- E. Setting County Board of Review Meeting: April 6, 7 p.m.
- F. Resolution 20-09: Pavement Management Analysis
- G. RCCA -Amending Lease Agreement: Lead for America
- H. Approval of Contract Payment: Keys Drilling

- 7 ACTION AGENDA

- A. RCCA: City Council Board & Commission Appointments
- B. Resolution 20-07: City Project 2020-01 Street/Utility Improvements & Set Public Hearing Date
- C. Resolution 20-08: Approval of Engineering Services
- D. RCCA: Airport Board Composition

- 8 REPORTS

- A. City Manager's Report
- B. Commission Reports
  - Airport Board (Rose)
  - Park Board (Christiansen)
  - Fire Relief (Conrath)

- 9 ANNOUNCEMENTS
- 10 ADJOURNMENT

MINUTES  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, JANUARY 21, 2020

6A

**CALL TO ORDER/ROLL CALL**

- 1 The regular Waseca City Council meeting was called to order by Mayor Roy Srp at 7:01 p.m.

Councilmembers Present: Mayor Roy Srp Allan Rose  
Daren Arndt Les Tlougan  
Mark Christiansen  
Jeremy Conrath

Staff Present: Lee Mattson, City Manager  
Denise Seberson, Administrative Clerk  
Nick Wellman, Waseca Police Department

**MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE**

- 2 A moment of silence was observed. The Pledge of Allegiance to the Flag was recited.

**APPROVAL OF AGENDA**

- 3 Council Member Tlougan requested the addition HPC Report to Commission Reports in Item 8B.

It was moved by Tlougan, seconded by Conrath, to approve the agenda as amended. Motion carried 6-0.

**PUBLIC COMMENT**

- 4 None

**REQUESTS AND PRESENTATIONS**

5. None.

**CONSENT AGENDA**

- 6 It was moved by Rose, seconded by Arndt, to approve the Consent Agenda as presented. The motion carried 6-0, and included the following:

- A. Minutes – Regular City Council Meeting – January 7, 2020
- B. Payroll & Expenditures
- C. Resolution 20-05: Approving Tax Abatement Application
- D. RCCA: Approval of Airport Consultant Services & Selection Committee Search
- E. RCCA: Solar Electric Rates
- F. RCCA: 2019 Annual Solar Report
- G. Approval of Change Order Request: Hwy 14 Project
- H. Approval of IUOE Contract 2020-2022

## **ACTION AGENDA**

- 7A. It was moved by Arndt, seconded by Rose to approve Action Agenda 7A, **Ordinance 1074: Roesler Annexation**. Motion carried 6-0.
- 7B. It was moved by Rose, seconded by Srp to wait on making an SCDP Grant Application until the next round of applications starting in the Fall of 2020. Motion carried 6-0.

## **REPORTS**

### **8A City Manager's Report**

- The Recreation Coordinator position has been eliminated and the City has posted a new position of Water Park Supervisor and Water Quality Specialist.
- There was a watermain break by new the Kwik Trip on the north end of town.
- The Annual Fire Department meeting is tonight.

### **8B Commission Reports**

- EDA – Mayor Srp
  - Looking to host an event to recognize child/daycare providers. Mayor Srp would like to bring new daycares and figure out a way to welcome and support them.
  - The Census is coming. They are thousands of employees short, it is decent paying, part-time job. Contact Gary Sandholm for more information.
  - Recovery Coordinator update.
  - Southside Marine has closed their loan with the EDA and purchased their new site.
  - Working on initial discussions to invite developers to City Hall to determine what the City can do to stimulate interest in development in Waseca.
- Planning Commission – Councilmember Arndt
  - Met to discuss Ordinance 1074.
- Tourism – Councilmember Conrath
  - Updated brochures are available.
  - There will be a meeting in February including the University of Minnesota on how to use tourism dollars to attract tourists to Waseca.
  - The “Only in MN” sign will be on Clear Lake for the Sleigh & Cutter Festival.
- Historic Preservation – Councilmember Tloughan
  - Tloughan is happy to report that Waseca has been approved at the Federal level to get the downtown on the Historic Register. One more reason for people to visit Waseca. Please thank the staff and committee, it has been a long and interesting process.

## **ANNOUNCEMENTS**

- 9 The following miscellaneous announcements were made by Councilmembers:
- Mayor Srp:
    - Mayor is pleased to see the Ordinance passed tonight, it means Waseca is growing.
    - Mayor asked if anyone saw the public television show about Waseca. It showed what a great place Waseca is to live.

- New Business Revolution – Waseca was not in the final 5, but Mayor considers Waseca to be #6. Hats off to all community effort and to Ann Fitch and many others to help Waseca get recognized. Good things came from it, and maybe we can try it again. Congrats to Spearfish, SD for making the top 5.
  - Governor Walz and his staff enjoyed a visit to Waseca, he visited Trio Coffee, Wine and Ale House; Barden's Bar and Four Season's Athletics and toured the High School.
- Councilmember Arndt:
    - Keeping the Matson family in prayers.
  - Councilmember Rose:
    - The blue porch lights people have on their homes look nice, in support of Officer Matson. There are a lot of them on in town.

### ADJOURNMENT

- 10      There being no further business to be brought before the Council, it was moved by Conrath, seconded by Arndt, to adjourn the meeting at 7:31 p.m.; the motion carried 6-0.

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R. D. SRP  
MAYOR

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DENISE SEBERSON  
ADMINISTRATIVE CLERK

MINUTES  
SPECIAL WASECA CITY COUNCIL MEETING  
TUESDAY, JANUARY 30, 2020

**CALL TO ORDER/ROLL CALL**

- 1 The special Waseca City Council meeting was called to order by Mayor Roy Srp at 8:00 a.m.

Councilmembers Present:	Mayor Roy Srp	Allan Rose
	Les Tlougan	Larry Johnson
	Mark Christiansen	
	Jeremy Conrath	

Councilmembers Absent	Daren Arndt
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Staff Present:	Lee Mattson, City Manager
	Mike Anderson, Assistant to the City Manager
	Carl Sonnenberg, Utilities and Public Works Director

**APPROVAL OF AGENDA**

Motion was made by Tlougan, seconded by Conrath to approve the agenda as presented.  
Motion carried 6-0.

**ACTION AGENDA**

City Manager informed Council that the City eliminated the Recreation Coordinator Position and has offered the former employee a 6 month severance package. The severance agreement has been approved by City Attorney Brandon Fitzsimmons.

Motion was made by Conrath, seconded by Rose to approve the severance package. Motion carried 6-0.

**ADJOURNMENT**

There being no further business to be brought before the Council, it was moved by Conrath, seconded by Rose, to adjourn the meeting at 8:02 a.m.; the motion carried 6-0.

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R. D. SRP  
MAYOR

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MIKE ANDERSON  
ASSISTANT TO THE CITY MANAGER

Micah Fischer

6B

LIST OF EXPENDITURES

February 4, 2020

See A Miller

City Council	0.00
Streets	28,260.98
Parks	10,691.42
Wastewater	10,971.75
Utility Administration	4,709.63
Utility Billing	7,649.69
Electric	14,445.18
Water	6,933.78
Building and Code Compliance	2,581.42
Police	58,940.47
Administration	7,720.29
Community Aides	840.00
Fire	8,544.12
Paid On Call Fire Department	0.00
Election Judges	0.00
PEG	0.00
Finance	9,582.93
Connections	2,294.94
Community Development	5,181.10
Engineering	15,761.51
Recreation	2,685.97
Econ Development	<u>2,685.97</u>
Total Gross Payroll	200,481.15
*Less- Payroll Deductions	<u>(61,727.13)</u>

Net Payroll Cost \$ 138,754.02

\*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:  
January 18, 2020-January 30, 2020  
Includes check #'s 154639-154683  
Bank ACH Withdrawals..... 320,195.25

GRAND TOTAL EXPENDITURES \$ 458,949.27

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
<b>General Fund</b>						
01/30/2020	12031	MN Sales and Use Tax Payable	December Sales Tax payable	101-20210-0000	21.30	M
Total 101202100000:					21.30	
01/30/2020	12040	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 1/26/2020	101-21701-0000	20,520.20	M
Total 101217010000:					20,520.20	
01/30/2020	12035	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 1/26/2020	101-21702-0000	9,223.03	M
Total 101217020000:					9,223.03	
01/30/2020	12040	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 1/26/2020	101-21703-0000	8,516.21	M
01/30/2020	12040	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 1/26/2020	101-21703-0000	8,516.21	M
Total 101217030000:					17,032.42	
01/30/2020	12036	Public Employees Retirement Assn (ACH	Overpayment Credit	101-21704-0000	37,206.07-	M
01/30/2020	12037	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 1/26/2020	101-21704-0000	1,361.20	M
01/30/2020	12037	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 1/26/2020	101-21704-0000	8,847.83	M
01/30/2020	12037	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 1/26/2020	101-21704-0000	7,259.68	M
01/30/2020	12037	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 1/26/2020	101-21704-0000	8,847.83	M
01/30/2020	12037	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 1/26/2020	101-21704-0000	10,889.53	M
Total 101217040000:					.00	
01/30/2020	20200114	Greater Mankato Area United Way	UNITED WAY Pay Period: 1/26/2020	101-21708-0000	55.00	
Total 101217080000:					55.00	
01/30/2020	154667	MN Life	February Life Insurance	101-21710-0000	657.70	
Total 101217100000:					657.70	
01/30/2020	12040	ACH Internal Revenue Service	MEDICARE Pay Period: 1/26/2020	101-21712-0000	2,825.05	M
01/30/2020	12040	ACH Internal Revenue Service	MEDICARE Pay Period: 1/26/2020	101-21712-0000	2,825.05	M
Total 101217120000:					5,650.10	
01/30/2020	12041	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 1/26/2020	101-21713-0000	1,000.00	M
01/30/2020	12041	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 1/26/2020	101-21713-0000	495.00	M
Total 101217130000:					1,495.00	
01/30/2020	12039	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 1/26/2020	101-21714-0000	440.00	M
Total 101217140000:					440.00	
01/30/2020	12032	Further	Flex/HSA Reimbursement	101-21716-0000	49.78	M
01/30/2020	12033	Further	Flex/HSA Reimbursement	101-21716-0000	3,340.23	M
01/30/2020	12042	Further	HSA DEDUCTION Pay Period: 1/26/2020	101-21716-0000	380.28	M
Total 101217160000:					3,770.29	
01/30/2020	12038	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 1/26/2020	101-21717-0000	1,220.57	M

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101217170000:					1,220.57
01/30/2020	12012	VSP	VISION FAMILY Employee Pay Period: 12/29/2019	101-21722-0000	105.95 M
01/30/2020	12012	VSP	VISION SINGLE Employee Pay Period: 12/29/2019	101-21722-0000	54.16 M
01/30/2020	12012	VSP	VISION + ONE Employee Pay Period: 12/29/2019	101-21722-0000	97.84 M
01/30/2020	12012	VSP	Ziemke Cobra	101-21722-0000	6.77 M
Total 101217220000:					264.72
01/30/2020	20200118	Innovative Office Supply	Office Supplies	101-41110-2000	13.60
Total 101411102000:					13.60
01/30/2020	20200132	Waseca Area Chamber of Commerce	Awards Banquet	101-41110-3300	35.00
Total 101411103300:					35.00
01/30/2020	20200127	Personalized Printing Inc.	Winter Newsletter	101-41110-3500	702.10
Total 101411103500:					702.10
01/30/2020	154660	League of MN Human Rights Commissio	2020 Membership Due	101-41110-4330	100.00
Total 101411104330:					100.00
01/30/2020	20200110	Discover Waseca Tourism	December Lodging Tax	101-41110-4440	1,420.55
Total 101411104440:					1,420.55
01/30/2020	154667	MN Life	February Life Insurance	101-41320-1330	35.62
01/30/2020	154667	MN Life	February Life Insurance	101-41320-1330	8.25
Total 101413201330:					43.87
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-41320-1340	50.54 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-41320-1340	9.15 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-41320-1340	11.93 M
Total 101413201340:					71.62
01/30/2020	154652	Fame Awards	Name plate-Katie Youngberg	101-41320-2000	8.00
Total 101413202000:					8.00
01/30/2020	154674	The Leadership Growth Group	2020 Growth Series	101-41320-3300	600.00
01/30/2020	20200132	Waseca Area Chamber of Commerce	Community Awards Sponsor	101-41320-3300	275.00
01/30/2020	20200132	Waseca Area Chamber of Commerce	Awards Banquet	101-41320-3300	35.00
Total 101413203300:					910.00
01/30/2020	154667	MN Life	February Life Insurance	101-41500-1330	66.00
Total 101415001330:					66.00
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-41500-1340	75.98 M

M = Manual Check, V = Void Check



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101415001340:					75.98
01/30/2020	154652	Fame Awards	Name Plate for Lang and Sebersen	101-41500-2000	22.00
Total 101415002000:					22.00
01/30/2020	20200126	Pantheon Computer Systems Inc.	Printer repair-Electric	101-41920-2050	129.00
01/30/2020	20200126	Pantheon Computer Systems Inc.	Monitor-Payroll specialist	101-41920-2050	273.99
01/30/2020	20200126	Pantheon Computer Systems Inc.	New computer for fire	101-41920-2050	749.00
01/30/2020	20200126	Pantheon Computer Systems Inc.	Security software for fire	101-41920-2050	3,660.00
Total 101419202050:					4,811.99
01/30/2020	20200126	Pantheon Computer Systems Inc.	February Service	101-41920-3100	6,368.25
Total 101419203100:					6,368.25
01/30/2020	20200118	Innovative Office Supply	Office Supplies	101-41940-2000	58.38
Total 101419402000:					58.38
01/30/2020	20200103	Cady Business Technologies Inc	Monthly Phone Support Plan	101-41940-3100	262.62
01/30/2020	154647	Cintas Corporation	Floor Mats	101-41940-3100	61.50
Total 101419403100:					324.12
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-41940-3200	180.69
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-41940-3200	81.96
Total 101419403200:					262.65
01/30/2020	154646	Centerpoint Energy	Monthly Billing	101-41940-3800	813.64
Total 101419403800:					813.64
01/30/2020	20200107	Connors Plumbing & Heating Inc.	HVAC Repair	101-41940-4000	827.05
01/30/2020	20200123	Malo Roofing Inc.	City Hall Roof Repairs	101-41940-4000	221.00
Total 101419404000:					1,048.05
01/30/2020	154667	MN Life	February Life Insurance	101-41950-1330	30.19
Total 101419501330:					30.19
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-41950-1340	52.91 M
Total 101419501340:					52.91
01/30/2020	20200118	Innovative Office Supply	Office Supplies	101-41950-2000	34.88
01/30/2020	20200118	Innovative Office Supply	Office Supplies	101-41950-2000	7.00
Total 101419502000:					41.88
01/30/2020	20200133	WSB & Associates Inc	December 2019 Planning Assistance	101-41950-3000	195.75

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419503000:					195.75
01/30/2020	154667	MN Life	February Life Insurance	101-42100-1330	330.00
Total 101421001330:					330.00
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-42100-1340	491.79 M
Total 101421001340:					491.79
01/30/2020	20200102	Brass, Brent	Uniform Allowance	101-42100-2180	249.75
01/30/2020	20200105	Chrz, Jared	Uniform Allowance	101-42100-2180	74.95
01/30/2020	20200130	Streicher's	Uniform expense	101-42100-2180	159.96
01/30/2020	20200130	Streicher's	Uniform expense	101-42100-2180	53.98
Total 101421002180:					538.64
01/30/2020	154650	Driver and Vehicle Services	squad registration	101-42100-3000	16.00
01/30/2020	154663	Marie Ridgeway LICSW LLC	Debriefing support	101-42100-3000	750.00
Total 101421003000:					766.00
01/30/2020	20200099	Blue Earth County	Patrol MDT's	101-42100-3100	540.00
01/30/2020	154644	Bureau of Crim Apprehension	4th Qtr Access Fees	101-42100-3100	270.00
01/30/2020	154647	Cintas Corporation	Floor Mats	101-42100-3100	14.29
01/30/2020	154647	Cintas Corporation	Floor Mats	101-42100-3100	14.29
01/30/2020	154670	Orkin Pest Control	Pest control	101-42100-3100	92.70
Total 101421003100:					931.28
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-42100-3200	180.69
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-42100-3200	256.74
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-42100-3200	24.82
Total 101421003200:					462.25
01/30/2020	20200127	Personalized Printing Inc.	Printing expense	101-42100-3500	416.15
01/30/2020	20200127	Personalized Printing Inc.	printing expense	101-42100-3500	137.40
Total 101421003500:					553.55
01/30/2020	154646	Centerpoint Energy	Monthly Billing	101-42100-3800	671.22
Total 101421003800:					671.22
01/30/2020	154667	MN Life	February Life Insurance	101-42200-1330	49.50
Total 101422001330:					49.50
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-42200-1340	61.74 M
Total 101422001340:					61.74
01/30/2020	154643	Bock's Service Inc.	Fuel-UTV	101-42200-2120	14.58
01/30/2020	154643	Bock's Service Inc.	Fuel	101-42200-2120	27.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101422002120:					41.58
01/30/2020	20200122	Kahnke, Jon	Uniform Allowance	101-42200-2180	109.52
Total 101422002180:					109.52
01/30/2020	154647	Cintas Corporation	Floor Mats	101-42200-3100	14.29
01/30/2020	154647	Cintas Corporation	Floor Mats	101-42200-3100	14.29
01/30/2020	154664	Med Compass	Fit testing	101-42200-3100	75.00
Total 101422003100:					103.58
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-42200-3200	24.82
Total 101422003200:					24.82
01/30/2020	154646	Centerpoint Energy	Monthly Billing	101-42200-3800	671.21
01/30/2020	12034	Centerpoint Energy	December Service	101-42200-3800	138.82 M
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-42200-3800	26.57
Total 101422003800:					836.60
01/30/2020	154667	MN Life	February Life Insurance	101-42400-1330	5.45
01/30/2020	154667	MN Life	February Life Insurance	101-42400-1330	16.50
Total 101424001330:					21.95
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-42400-1340	22.93 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-42400-1340	6.87 M
Total 101424001340:					29.80
01/30/2020	20200106	City Building Inspection Services LLC	Building inspections	101-42400-3000	9,396.71
Total 101424003000:					9,396.71
01/30/2020	154667	MN Life	February Life Insurance	101-43000-1330	5.61
01/30/2020	154667	MN Life	February Life Insurance	101-43000-1330	74.74
Total 101430001330:					80.35
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-43000-1340	7.08 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-43000-1340	104.27 M
Total 101430001340:					111.35
01/30/2020	154673	Stantec Consulting Services Inc	Professional Services	101-43000-3000	1,040.00
01/30/2020	154673	Stantec Consulting Services Inc	Professional Services	101-43000-3000	698.50
Total 101430003000:					1,738.50
01/30/2020	154677	Troxler Electronic Laboratories Inc.	Badge Monitoring Services	101-43000-3100	62.00
Total 101430003100:					62.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/30/2020	154680	Verizon Wireless	GPS System	101-43000-3200	65.03
Total 101430003200:					65.03
01/30/2020	154667	MN Life	February Life Insurance	101-43100-1330	89.10
01/30/2020	154667	MN Life	February Life Insurance	101-43100-1330	1.65
Total 101431001330:					90.75
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-43100-1340	107.23 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-43100-1340	2.15 M
Total 101431001340:					109.38
01/30/2020	154642	Barco Municipal Products Inc	traffic cones	101-43100-2170	724.24
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	101-43100-2170	301.99
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	101-43100-2170	37.82
01/30/2020	20200108	Continental Research Corporation	supplies	101-43100-2170	291.35
01/30/2020	154661	Locators & Supplies Inc.	rubber gloves	101-43100-2170	178.43
01/30/2020	20200134	Ziegler Inc	frgt charge	101-43100-2170	20.00
Total 101431002170:					1,553.83
01/30/2020	20200098	AmeriPride Services Inc	uniform-service	101-43100-2180	194.66
01/30/2020	20200098	AmeriPride Services Inc	uniform-service	101-43100-2180	196.56
Total 101431002180:					391.22
01/30/2020	154641	Auto Value Waseca	Brush	101-43100-2400	2.49
Total 101431002400:					2.49
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-43100-3200	26.57
Total 101431003200:					26.57
01/30/2020	154646	Centerpoint Energy	Monthly Billing	101-43100-3800	1,366.78
01/30/2020	12034	Centerpoint Energy	December Service	101-43100-3800	138.83 M
Total 101431003800:					1,505.61
01/30/2020	154667	MN Life	February Life Insurance	101-43125-1330	23.10
01/30/2020	154667	MN Life	February Life Insurance	101-43125-1330	1.65
Total 101431251330:					24.75
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-43125-1340	27.80 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-43125-1340	2.15 M
Total 101431251340:					29.95
01/30/2020	20200115	H & J Fuel Inc	Fuel	101-43125-2120	1,648.02
01/30/2020	20200115	H & J Fuel Inc	Fuel	101-43125-2120	1,686.74
Total 101431252120:					3,334.76

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/30/2020	154645	Cargill Inc. - Salt Division	Road salt	101-43125-2170	5,572.04
Total 101431252170:					5,572.04
01/30/2020	154639	Affordable Lawn Care Inc	Snow Hauling	101-43125-3100	850.00
01/30/2020	154639	Affordable Lawn Care Inc	Snow Hauling	101-43125-3100	2,550.00
01/30/2020	20200119	James Brothers Construction Inc.	Snow Hauling	101-43125-3100	2,550.00
Total 101431253100:					5,950.00
01/30/2020	154667	MN Life	February Life Insurance	101-43170-1330	4.95
Total 101431701330:					4.95
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-43170-1340	5.96 M
Total 101431701340:					5.96
01/30/2020	154667	MN Life	February Life Insurance	101-43220-1330	8.25
Total 101432201330:					8.25
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-43220-1340	9.93 M
Total 101432201340:					9.93
01/30/2020	154667	MN Life	February Life Insurance	101-45130-1330	19.80
Total 101451301330:					19.80
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-45130-1340	19.09 M
Total 101451301340:					19.09
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	101-45130-2170	139.72
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	101-45130-2170	34.99
Total 101451302170:					174.71
01/30/2020	154654	Goodin Company	Shower Parts	101-45130-2210	188.25
Total 101451302210:					188.25
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-45130-3200	158.63
Total 101451303200:					158.63
01/30/2020	20200116	Horizon Seminars	Pool Seminar	101-45130-3300	285.00
Total 101451303300:					285.00
01/30/2020	154646	Centerpoint Energy	Monthly Billing	101-45130-3800	426.93
Total 101451303800:					426.93
01/30/2020	154667	MN Life	February Life Insurance	101-45200-1330	74.25

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/30/2020	154667	MN Life	February Life Insurance	101-45200-1330	4.95
Total 101452001330:					79.20
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-45200-1340	88.58 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	101-45200-1340	4.77 M
Total 101452001340:					93.35
01/30/2020	154643	Bock's Service Inc.	Fuel	101-45200-2120	17.25
01/30/2020	154643	Bock's Service Inc.	Fuel	101-45200-2120	35.07
Total 101452002120:					52.32
01/30/2020	154675	The Tessman Company	Ice Melt	101-45200-2170	440.00
Total 101452002170:					440.00
01/30/2020	154659	Kibble Equipment	Filters	101-45200-2210	533.02
Total 101452002210:					533.02
01/30/2020	20200117	IFACS	Picnic Table Hardware	101-45200-2230	37.05
Total 101452002230:					37.05
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-45200-3200	23.07
Total 101452003200:					23.07
01/30/2020	154646	Centerpoint Energy	Monthly Billing	101-45200-3800	362.09
01/30/2020	154646	Centerpoint Energy	Monthly Billing	101-45200-3800	37.61
Total 101452003800:					399.70
01/30/2020	20200129	ServiceMaster of Mankato/Waseca	Additional Cleaning	101-45500-3100	75.00
Total 101455003100:					75.00
01/30/2020	154646	Centerpoint Energy	Monthly Billing	101-45500-3800	563.43
01/30/2020	154648	Consolidated Communications	Monthly Billing	101-45500-3800	54.21
Total 101455003800:					617.64
Total General Fund:					117,547.82
<b>Airport</b>					
01/30/2020	12044	CenturyLink	Airport Phone and Internet	230-49810-3200	104.57 M
Total 230498103200:					104.57
01/30/2020	154646	Centerpoint Energy	Monthly Billing	230-49810-3800	47.45
Total 230498103800:					47.45

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total Airport:					152.02
<b>Economic Development-General f</b>					
01/30/2020	154667	MN Life	February Life Insurance	261-46700-1330	4.13
Total 261467001330:					4.13
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	261-46700-1340	11.93 M
Total 261467001340:					11.93
01/30/2020	154655	Greater Minnesota Partnership	2020 Membership Dues	261-46700-4330	1,000.00
01/30/2020	154656	Greenseam LLC	2020 Pledge	261-46700-4330	7,500.00
01/30/2020	154666	Minneapolis/St.Paul Business Journal	subscription renewal	261-46700-4330	125.00
Total 261467004330:					8,625.00
Total Economic Development-General f:					8,641.06
<b>Safe Haven Grant</b>					
01/30/2020	154667	MN Life	February Life Insurance	279-46350-1330	16.50
Total 279463501330:					16.50
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	279-46350-1340	16.31 M
Total 279463501340:					16.31
Total Safe Haven Grant:					32.81
<b>PEG Channel</b>					
01/30/2020	154651	EPA Audio Visual Inc.	Video On Demand yealry subscription	290-41920-4330	2,388.00
Total 290419204330:					2,388.00
Total PEG Channel:					2,388.00
<b>Water</b>					
01/30/2020	12031	MN Sales and Use Tax Payable	December Sales Tax payable	601-20210-0000	1,097.84 M
Total 601202100000:					1,097.84
01/30/2020	154646	Centerpoint Energy	Monthly Billing	601-49401-3800	259.25
Total 601494013800:					259.25
01/30/2020	154667	MN Life	February Life Insurance	601-49430-1330	16.50
01/30/2020	154667	MN Life	February Life Insurance	601-49430-1330	20.62
Total 601494301330:					37.12
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	601-49430-1340	26.71 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	601-49430-1340	26.51 M
Total 601494301340:					53.22

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/30/2020	154657	Itron Inc	ERT Replacement Project	601-49430-2215	1,050.00
01/30/2020	154657	Itron Inc	Ert Replacement	601-49430-2215	10,500.00
Total 601494302215:					11,550.00
01/30/2020	20200109	Core & Main LP	Repair Sleeve	601-49430-2230	312.84
Total 601494302230:					312.84
01/30/2020	20200098	AmeriPride Services Inc	uniform service	601-49430-3100	12.84
01/30/2020	20200098	AmeriPride Services Inc	uniform service	601-49430-3100	12.84
01/30/2020	20200113	Gopher State One-Call Inc	2020 Annual Facility Operator Fee	601-49430-3100	16.67
01/30/2020	154665	Mid-America Meter Inc	Test Calibrate Well Meter	601-49430-3100	394.13
Total 601494303100:					436.48
01/30/2020	154667	MN Life	February Life Insurance	601-49585-1330	18.25
Total 601495851330:					18.25
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	601-49585-1340	21.47 M
Total 601495851340:					21.47
01/30/2020	154648	Consolidated Communications	Monthly Billing	601-49585-3200	48.18
01/30/2020	154668	NeoFunds	Envelope sealing fluid	601-49585-3200	14.00
01/30/2020	154678	U.S. Postal Service	Postage - February utility bills	601-49585-3200	425.36
Total 601495853200:					487.54
01/30/2020	20200127	Personalized Printing Inc.	Envelopes	601-49585-3500	488.86
Total 601495853500:					488.86
01/30/2020	154667	MN Life	February Life Insurance	601-49586-1330	3.47
01/30/2020	154667	MN Life	February Life Insurance	601-49586-1330	1.98
01/30/2020	154667	MN Life	February Life Insurance	601-49586-1330	2.72
Total 601495861330:					8.17
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	601-49586-1340	4.30 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	601-49586-1340	2.65 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	601-49586-1340	13.81 M
Total 601495861340:					20.76
01/30/2020	20200126	Pantheon Computer Systems Inc.	February Service	601-49586-4950	909.75
Total 601495864950:					909.75
01/30/2020	154673	Stantec Consulting Services Inc	Well Project	601-49593-5300	4,220.60
Total 601495935300:					4,220.60
01/30/2020	154658	Keys Well Drilling Company	City Well Project	601-49593-5400	42,099.25

M = Manual Check, V = Void Check



Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601495935400:					42,099.25
Total Water:					62,021.40
<b>Sanitary Sewer</b>					
01/30/2020	154667	MN Life	February Life Insurance	602-49470-1330	29.70
01/30/2020	154667	MN Life	February Life Insurance	602-49470-1330	1.65
Total 602494701330:					31.35
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	602-49470-1340	35.75 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	602-49470-1340	2.15 M
Total 602494701340:					37.90
01/30/2020	20200107	Connors Plumbing & Heating Inc.	NW lift heater repair	602-49470-3100	351.00
01/30/2020	20200113	Gopher State One-Call Inc	2020 Annual Facility Operator Fee	602-49470-3100	16.66
01/30/2020	20200134	Ziegler Inc	fairground lift repair	602-49470-3100	1,179.56
Total 602494703100:					1,547.22
01/30/2020	154648	Consolidated Communications	Monthly Billing	602-49470-3200	420.48
Total 602494703200:					420.48
01/30/2020	154646	Centerpoint Energy	Monthly Billing	602-49470-3800	19.86
01/30/2020	154646	Centerpoint Energy	Monthly Billing	602-49470-3800	200.44
Total 602494703800:					220.30
01/30/2020	154667	MN Life	February Life Insurance	602-49480-1330	61.88
Total 602494801330:					61.88
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	602-49480-1340	80.11 M
Total 602494801340:					80.11
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	602-49480-2170	2.59
01/30/2020	20200108	Continental Research Corporation	TLC Lift station	602-49480-2170	589.09
01/30/2020	154679	USA Blue Book	Lab Supplies	602-49480-2170	377.62
Total 602494802170:					969.30
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	602-49480-2180	302.88
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	602-49480-2180	68.96
01/30/2020	154681	Viking Industrial Center	Gloves	602-49480-2180	60.07
Total 602494802180:					431.91
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	602-49480-2400	15.99
Total 602494802400:					15.99
01/30/2020	154673	Stantec Consulting Services Inc	Engineering	602-49480-3000	4,607.66

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494803000:					4,607.66
01/30/2020	154647	Cintas Corporation	Floor Mats	602-49480-3100	19.28
Total 602494803100:					19.28
01/30/2020	154648	Consolidated Communications	Monthly Billing	602-49480-3200	154.78
Total 602494803200:					154.78
01/30/2020	154646	Centerpoint Energy	Monthly Billing	602-49480-3800	3,015.20
01/30/2020	154682	Xcel Energy	December Service	602-49480-3800	10,877.98
Total 602494803800:					13,893.18
01/30/2020	20200120	Javens Mechanical Contracting Co.	Radiant Heater Repairs	602-49480-4000	1,157.34
01/30/2020	154676	Thermal Process Systems	TPS Probes	602-49480-4000	952.87
Total 602494804000:					2,110.21
01/30/2020	154667	MN Life	February Life Insurance	602-49585-1330	18.25
Total 602495851330:					18.25
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	602-49585-1340	21.47 M
Total 602495851340:					21.47
01/30/2020	154648	Consolidated Communications	Monthly Billing	602-49585-3200	48.18
01/30/2020	154668	NeoFunds	Envelope sealing fluid	602-49585-3200	14.00
01/30/2020	154678	U.S. Postal Service	Postage - February utility bills	602-49585-3200	425.36
Total 602495853200:					487.54
01/30/2020	20200127	Personalized Printing Inc.	Envelopes	602-49585-3500	488.87
Total 602495853500:					488.87
01/30/2020	154667	MN Life	February Life Insurance	602-49586-1330	3.47
01/30/2020	154667	MN Life	February Life Insurance	602-49586-1330	1.98
01/30/2020	154667	MN Life	February Life Insurance	602-49586-1330	2.72
Total 602495861330:					8.17
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	602-49586-1340	4.30 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	602-49586-1340	2.65 M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	602-49586-1340	13.81 M
Total 602495861340:					20.76
01/30/2020	20200126	Pantheon Computer Systems Inc.	February Service	602-49586-4950	909.75
Total 602495864950:					909.75
01/30/2020	154673	Stantec Consulting Services Inc	Flow Monitoring	602-49593-5300	2,022.25

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/30/2020	154673	Stantec Consulting Services Inc	I&I Facilities Plan	602-49593-5300	14,879.50	
Total 602495935300:					16,901.75	
Total Sanitary Sewer:					43,458.11	
<b>Electric Utility</b>						
01/30/2020	12031	MN Sales and Use Tax Payable	December Sales Tax payable	604-20210-0000	30,136.41	M
Total 604202100000:					30,136.41	
01/30/2020	154667	MN Life	February Life Insurance	604-49570-1330	2.11	
Total 604495701330:					2.11	
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49570-1340	3.29	M
Total 604495701340:					3.29	
01/30/2020	154667	MN Life	February Life Insurance	604-49571-1330	46.60	
Total 604495711330:					46.60	
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49571-1340	72.61	M
Total 604495711340:					72.61	
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	604-49571-2170	43.88	
01/30/2020	20200101	Border States Electric Supply	Supplies	604-49571-2170	299.66	
01/30/2020	154683	Zacks Inc.	Shop Supplies	604-49571-2170	124.56	
Total 604495712170:					468.10	
01/30/2020	154672	Southfork Holdings LLC	Air conditioner rebate	604-49571-2330	137.50	
Total 604495712330:					137.50	
01/30/2020	12031	MN Sales and Use Tax Payable	December Sales Tax payable	604-49571-2400	6.09	M
Total 604495712400:					6.09	
01/30/2020	20200113	Gopher State One-Call Inc	2020 Annual Facility Operator Fee	604-49571-3100	16.67	
Total 604495713100:					16.67	
01/30/2020	154667	MN Life	February Life Insurance	604-49572-1330	4.69	
Total 604495721330:					4.69	
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49572-1340	7.30	M
Total 604495721340:					7.30	
01/30/2020	154667	MN Life	February Life Insurance	604-49573-1330	8.45	

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495731330:					8.45
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49573-1340	13.16 M
Total 604495731340:					13.16
01/30/2020	12031	MN Sales and Use Tax Payable	December Sales Tax payable	604-49573-2230	13.46 M
Total 604495732230:					13.46
01/30/2020	20200111	Ditch Witch of Minnesota	ground heater	604-49573-4000	2,451.00
Total 604495734000:					2,451.00
01/30/2020	154667	MN Life	February Life Insurance	604-49574-1330	2.38
Total 604495741330:					2.38
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49574-1340	3.70 M
Total 604495741340:					3.70
01/30/2020	20200121	JT Services of MN	Street light bulbs	604-49574-2230	363.72
Total 604495742230:					363.72
01/30/2020	154667	MN Life	February Life Insurance	604-49584-1330	1.77
Total 604495841330:					1.77
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49584-1340	2.78 M
Total 604495841340:					2.78
01/30/2020	154667	MN Life	February Life Insurance	604-49585-1330	18.36
Total 604495851330:					18.36
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49585-1340	21.61 M
Total 604495851340:					21.61
01/30/2020	154648	Consolidated Communications	Monthly Billing	604-49585-3200	90.34
01/30/2020	154648	Consolidated Communications	Monthly Billing	604-49585-3200	26.57
01/30/2020	154668	NeoFunds	Envelope sealing fluid	604-49585-3200	14.00
01/30/2020	154678	U.S. Postal Service	Postage - February utility bills	604-49585-3200	425.36
Total 604495853200:					556.27
01/30/2020	20200127	Personalized Printing Inc.	Envelopes	604-49585-3500	488.87
Total 604495853500:					488.87
01/30/2020	154667	MN Life	February Life Insurance	604-49586-1330	2.81
01/30/2020	154667	MN Life	February Life Insurance	604-49586-1330	3.80

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Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
01/30/2020	154667	MN Life	February Life Insurance	604-49586-1330	2.81	
Total 604495861330:					9.42	
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49586-1340	3.48	M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49586-1340	5.09	M
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	604-49586-1340	14.22	M
Total 604495861340:					22.79	
01/30/2020	20200124	MN Municipal Utilities Association	MMUA Dues	604-49586-4330	11,240.00	
Total 604495864330:					11,240.00	
01/30/2020	20200126	Pantheon Computer Systems Inc.	February Service	604-49586-4950	909.75	
Total 604495864950:					909.75	
01/30/2020	154649	DGR Engineering	Substation Primary Bus Repair	604-49593-5300	5,854.50	
01/30/2020	12031	MN Sales and Use Tax Payable	December Sales Tax payable	604-49593-5300	172.90	M
01/30/2020	154671	Southern States LLC	Substation Project	604-49593-5300	24,805.20	
Total 604495935300:					30,832.60	
Total Electric Utility:					77,861.46	
<b>Storm Water Utility</b>						
01/30/2020	154667	MN Life	February Life Insurance	651-43140-1330	9.90	
Total 651431401330:					9.90	
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	651-43140-1340	11.92	M
Total 651431401340:					11.92	
01/30/2020	154667	MN Life	February Life Insurance	651-49585-1330	2.89	
Total 651495851330:					2.89	
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	651-49585-1340	3.40	M
Total 651495851340:					3.40	
Total Storm Water Utility:					28.11	
<b>Central Garage Services</b>						
01/30/2020	154667	MN Life	February Life Insurance	701-43180-1330	28.05	
Total 701431801330:					28.05	
01/30/2020	12043	Reliance Standard	Feb LTD Insurance	701-43180-1340	36.50	M
Total 701431801340:					36.50	
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	701-43180-2170	11.98	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 701431802170:					11.98
01/30/2020	154640	Aspen Equipment Co	aspen wing parts	701-43180-2210	505.63
01/30/2020	20200104	Christensen Tire Service	Tire repair and balance	701-43180-2210	35.66
01/30/2020	20200111	Ditch Witch of Minnesota	Drill Rig Repairs(ditchwit)	701-43180-2210	3,110.09
01/30/2020	20200112	Emergency Automotive Technologies Inc.	strobe light heads	701-43180-2210	370.04
01/30/2020	20200112	Emergency Automotive Technologies Inc.	Strobe and back up lenses	701-43180-2210	109.91
01/30/2020	154653	Force America Distributing LLC	Loader Hyd. Fittings	701-43180-2210	393.31
01/30/2020	154662	MacQueen Equipment Inc.	snogo parts	701-43180-2210	136.96
01/30/2020	154669	Northern Sewer Equipment Co Inc	sewer camera cable conect	701-43180-2210	238.28
01/30/2020	20200125	OceanQuip Connectors LLC	sewer camera cables	701-43180-2210	305.85
01/30/2020	20200128	Sanco Equipment LLC	Parts	701-43180-2210	334.43
01/30/2020	20200134	Ziegler Inc	grader parts	701-43180-2210	29.14
Total 701431802210:					5,569.30
01/30/2020	20200100	Bomgaars Supply	Parts & Supplies	701-43180-2400	121.93
01/30/2020	20200131	Total Tool Supply Inc.	3/8 impact	701-43180-2400	196.70
Total 701431802400:					318.63
Total Central Garage Services:					5,964.46
<b>Equipment Replacement Fund</b>					
01/30/2020	20200128	Sanco Equipment LLC	Equipment - Bobcat Snow Tires	705-49970-5400	2,100.00
Total 705499705400:					2,100.00
Total Equipment Replacement Fund:					2,100.00
Grand Totals:					320,195.25

## Report Criteria:

Report type: GL detail

[Report].Amount = {&lt;&gt;} 0

<b>Title:</b>	Resolution No. 20-06: A Resolution of the Waseca City Council Approving Tax Abatement and Deferred Assessment Forgiveness for the Annexed Property Owned by Edward C. Roesler and Barbara A. Roesler Revocable Trust. (Lot 1, Block 1, West Acre subdivision)		
<b>Meeting Date:</b>	February 4, 2020	<b>Agenda Item Number:</b>	6C
<b>Action:</b>	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	<b>Supporting Documents:</b>	Exhibit A
<b>Originating Department:</b>	Community Development	<b>Presented By:</b>	City Manager
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> Motion to adopt Resolution 20-06, Approving Tax Abatement and Forgiveness of Deferred Assessment for the Annexed Lot 1, Block 1 West Acre, owned by Edward C. and Barbara A. Revocable Trust.		
<b>How does this item pertain to Vision 2030 goals?</b>	Good Governance		

**BACKGROUND:** A petition for annexation was received on November 5, 2019, fulfilling the eligibility terms of the Contract with the City of Waseca (Exhibit A). The Annexation Ordinance was approved by the Waseca City Council at their January 21, 2020 meeting. The purpose of the annexation is to allow the property owner to construct a new single-family home that has access to municipal utilities.

**BUDGET IMPACT:** Tax revenue from the property.

**POLICY QUESTION:** The City Council has the authority to approve Resolution.

**ALTERNATIVES CONSIDERED:** None.

**RECOMMENDATION:** Staff is recommending adoption of Resolution No. 20-06.

**RESOLUTION NO. 20-06**

**A RESOLUTION OF THE WASECA CITY COUNCIL  
GRANTING TAX ABATEMENT AND DEFERRED ASSESSMENT FORGIVENESS  
FOR THE PROPERTY DESCRIBED AS LOT 1, BLOCK 1, WEST ACRE**

**WHEREAS**, Edward and Barbara Roesler as trustees of the amended and restated Edward C Roesler and Barbara A Roesler revocable trust of 36473 120<sup>th</sup> Street, Waseca, Minnesota (Owner/Developer) own the property located at the following:

The Northwest one quarter of the Southwest one quarter of Section 7,  
Township 107 North, Range 22 West, Waseca County, Minnesota,  
EXCEPT 10<sup>th</sup> Street Northwest; and

**WHEREAS**, Owner/Developer submitted an application for Preliminary and Final Plat for West Acre Subdivision on February 6, 2018, to create Lot 1, Block 1 and Outlot A at said property location; and

**WHEREAS**, Owner/Developer submitted petition for annexation of the property Lot 1, Block 1 on February 6, 2018; and

**WHEREAS**, Owner/Developer requested from the City approval of the Plat without annexation; and

**WHEREAS**, the City Manager met with Owner/Developer on April 12, 2018, to discuss the request for Plat approval prior to annexation, potential eventual annexation of Lot 1, Block 1 of West Acre Subdivision, and tax abatement for a new residence on Lot 1, Block 1 of West Acre Subdivision; and

**WHEREAS**, the Waseca City Council approved the Final Plat for West Acre Subdivision on April 17, 2018.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Waseca, Minnesota that:

1. Upon a new petition from Owner/Developer for the approval of annexation of Lot 1, Block 1 of West Acre Subdivision to the City of Waseca prior to May 1, 2020, the property will be eligible for tax abatement as follows:
  - a. The following abatement program will apply for the City's portion of taxes, Owner will select one of the following options:
    - 3 years – 100%
    - 5 years – 75%
    - 10 years – 50%



**A CONTRACT BETWEEN CITY OF WASECA AND  
EDWARD & BARBARA ROESLER**

---

**WHEREAS**, Edward and Barbara Roesler as trustees of the amended and restated Edward C Roesler and Barbara A Roesler revocable trust of 36473 120<sup>th</sup> Street, Waseca, Minnesota (Owner/Developer) own the property located at the following:

The Northwest one quarter of the Southwest one quarter of Section 7, Township 107 North,  
Range 22 West, Waseca County, Minnesota,  
EXCEPT 10<sup>th</sup> Street Northwest; and

**WHEREAS**, Owner/Developer submitted an application for Preliminary and Final Plat for West Acre Subdivision on February 6, 2018, to create Lot 1, Block 1 and Outlot A at said property location; and;

**WHEREAS**, Owner/Developer submitted petition for annexation of the property Lot 1, Block 1 on February 6, 2018; and

**WHEREAS**, Owner/Developer requested from the City approval of the Plat without annexation; and

**WHEREAS**, the City Manager met with Owner/Developer on April 12, 2018, to discuss the request for Plat approval prior to annexation, potential eventual annexation of Lot 1, Block 1 of West Acre Subdivision, and tax abatement for a new residence on Lot 1, Block 1 of West Acre Subdivision; and

**WHEREAS**, the Waseca City Council approved the Final Plat for West Acre Subdivision on April 17, 2018.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Waseca, Minnesota that:

1. Upon a new petition from Owner/Developer for the approval of annexation of Lot 1, Block 1 of West Acre Subdivision to the City of Waseca prior to May 1, 2020, the property will be eligible for tax abatement as follows:
  - a. The following abatement program will apply for the City's portion of taxes, Owner will select one of the following options:
    - 3 years - 100%
    - 5 years - 75%
    - 10 years - 50%
  - b. Water Access Charges & Sewer Access Charges (WAC & SAC) fees will be waived for up to one dwelling unit development on Lot 1, Block 1 (or portions thereof).
2. Further, the deferred assessment for Project 2013-13 will be forgiven for Lot 1, Block 1 of West Acre Subdivision.
3. The terms offered in items 1 and 2 above apply only to Owner/Developer or their direct decedents/heirs and will not transfer to other parties if sale of property occurs prior to the issuance of a building permit for a residence on Lot 1, Block 1 West Acre Subdivision (or any portion of said platted lot).

- b. Water Access Charges & Sewer Access Charges (WAC & SAC) fees will be waived for up to one dwelling unit development on Lot 1, Block 1 (or portions thereof).
2. Further, the deferred assessment for Project 2013-13 will be forgiven for Lot 1, Block 1 of West Acre Subdivision.
3. The terms offered in items 1 and 2 above apply only to Owner/Developer or their direct descendants/heirs and will not transfer to other parties if sale of property occurs prior to the issuance of a building permit for a residence on Lot 1, Block 1 West Acre Subdivision (or any portion of said platted lot).

Adopted this 4th day of February 2020.

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R.D. SRP  
MAYOR

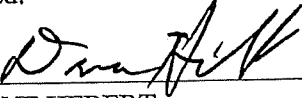
ATTEST:

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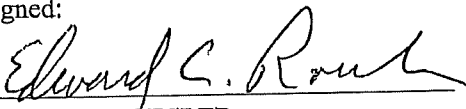
MIKE ANDERSON  
ASSISTANT TO THE CITY MANAGER

Signed this 24<sup>th</sup> day of May, 2018.

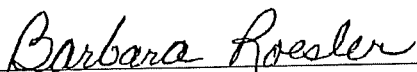
Signed:

  
DUANE HEBERT  
CITY MANAGER

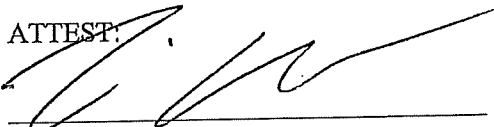
Signed:

  
EDWARD ROESLER  
36473 120<sup>TH</sup> ST  
WASECA, MN 56093

Signed:

  
BARBARA ROESLER  
36473 120<sup>TH</sup> ST  
WASECA, MN 56093

ATTEST:

  
MIKE ANDERSON  
ASSISTANT TO THE CITY MANAGER

**From:** [Joan Mooney](#)  
**To:** [Mike Anderson](#); [Ranae Schult](#)  
**Subject:** Here you go!  
**Date:** Tuesday, January 28, 2020 4:13:06 PM

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Dear Mike,

The Waseca County Historical Society  
will be represented on the 2020 City of Waseca  
Preservation Heritage Commissioner by WCHS Board member  
Katie Youngberg taking the place of  
Executive Director of WCHS, Joan Mooney

Respectfully,

Joan Mooney



**WASECA COUNTY  
OFFICE OF COUNTY ASSESSOR**

307 North State Street ♦ Waseca, MN 56093  
(507) 835-0640

January 22, 2020

Attn: Township/City Clerk,

***Notice for the annual Local Board of Review Meeting for 2020 in your district.***

- Local and County Boards of Appeal and Equalization **do not have to provide proof of a trained member**. Boards must still comply with the training requirement by February 1 but no longer have to submit a Trained Member Certification Form to the assessor and/or Commissioner of Revenue.
- Local and County Boards of Appeal and Equalization must have a trained member by February 1 to maintain their board powers and to hold a meeting. If a board does not comply with the February 1 date, **the board will lose their board powers for a minimum of two assessment years**.
- County Boards of Appeal and Equalization (CBAE) cannot make any valuation or classification changes to a property if the **owner has refused the assessor access to the property for an inspection**. Note: this is also true for Local Boards of Appeal and Equalization (LBAE), however that is not a new law, this restriction has been in place for LBAEs and now places the same restrictions on CBAEs.
- County Boards of Appeal and Equalization **no longer are required to send meeting minutes to the Commissioner of Revenue**. The meeting minutes should remain at the county office and should be provided to the department upon request, if a review is needed.

I have enclosed:

- Posting/publishing sheet for your jurisdiction with time and location
- Schedule for all meetings for Waseca County for your information.

If you have any questions or concerns, please contact our office

Sincerely,

Joe Udermann  
Waseca County Assessor

# 2020 LBAE Meeting

Hello Everyone

We have updated all values in Waseca County; our assessed values have to be between 90 – 105% of what properties would sell for.

1. Tillable Ground will be reduced by 5%
2. Township Residential 3.5% increase
3. Blooming Grove Residential 7% increase
4. Waseca Residential 5% increase
5. Waldorf City Residential 10% increase

The Local Board of Appeal and Equalization meetings begin on April 6th. Below is the schedule.

In accordance with the provisions of MINNESOTA STATUTE- 274.01, as amended, the following dates are hereby fixed for the Meeting of Boards of Review in Townships and the Cities, Waseca County, Minnesota.

## 2020

Janesville Twp	Monday, April 6	9:00 – 9:30 a.m.	Janesville City Hall
Iosco Twp	Monday, April 6	1:00 - 1:30 p.m.	Township Hall
City of Waseca	Monday, April 6	7:00 - 7:30 p.m.	Waseca City Hall
Blooming Grove Twp	Tuesday, April 7	9:00 - 9:30 a.m.	Township Hall
Vivian Twp	Tuesday, April 7	1:00 - 1:30 p.m.	Waldorf Community Center
Alton Twp	Wednesday, April 08	9:00 - 9:30 a.m.	Township Hall
Freedom Twp	Thursday, April 09	9:00 - 9:30 a.m.	Township Hall
Wilton Twp	Thursday, April 09	1:00 - 1:30 p.m.	Township Hall

<b>Title:</b>	RESOLUTION 20-09 AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH STANTEC FOR PROFESSIONAL SERVICES FOR THE PAVEMENT MANAGEMENT ANALYSIS PROJECT, CITY PROJECT NO. 20-11		
<b>Meeting Date:</b>	February 4, 2020	<b>Agenda Item Number:</b>	<b>6F</b>
<b>Action:</b>	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	<b>Supporting Documents:</b>	Resolution No. 20-09
<b>Originating Department:</b>	Engineering	<b>Presented By:</b>	City Engineer
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> Motion to Approve Resolution No. 20-09, City Project No. 20-11.		
<b>How does this item pertain to Vision 2030 goals?</b>	Creating high quality community assets.		

**BACKGROUND:** City staff has rated pavements throughout the City for the purposes of prioritizing streets for the Capital Improvement Plan (CIP). This work can only be done when streets are free from snow and ice. The schedule we have been following is to rate one third of the streets annually. Due to a high work load we are about 2 -3 years behind in rating roadways in the City. In order to catch up with our road ratings and to have accurate data for upcoming CIP and budget discussions, we have requested a proposal from Stantec to rate all roadways in town this summer. As a part of Stantec's pavement analysis proposal they will also document and rate all sidewalks and pedestrian ramps in town. The sidewalk and pedestrian ramp ratings will be used by City staff to prepare an Americans with Disabilities Act (ADA) transition plan that is required by the federal government to be completed by August of 2020. The cost to complete this work is \$37,000.

**BUDGET IMPACT:** This work was included in the 2020 budget

**RECOMMENDATION:** Staff recommends the Waseca City Council adopt Resolution No. 20-09 authorizing the City Manager to execute a contract with Stantec for professional services for the Pavement Management Analysis Project, City Project No. 20-11.

**RESOLUTION NO. 20-09**

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A  
CONTRACT WITH STANTEC FOR PROFESSIONAL DESIGN SERVICES FOR THE  
PAVEMENT MANAGEMENT ANALYSIS PROJECT  
20-11**

**WHEREAS**, the City rates roadways annually,

**WHEREAS**, the City needs assistance to catch up on road ratings throughout the City to better plan for maintaining infrastructure,

**WHEREAS**, the City desires to hire a consultant to provide professional engineering related design services for the Pavement Management Analysis project,

**WHEREAS**, through a request for a proposal the City has determined that Stantec is qualified to provide said professional services;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Waseca, Minnesota that the City Manager for the City of Waseca is hereby authorized to execute a contract with Stantec for professional design services related to the construction of the Pavement Management Analysis project.

Adopted this 4<sup>th</sup> day of February 2020.

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ROY SRP  
MAYOR

ATTEST:

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MIKE ANDERSON  
ASSISTANT TO THE CITY MANAGER



<b>Title:</b>	Lead for America Lease Addendum		
<b>Meeting Date:</b>	February 4, 2020	<b>Agenda Item Number:</b>	<b>6G</b>
<b>Action:</b>	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	<b>Supporting Documents:</b>	Addendum to Lease
<b>Originating Department:</b>	Administration	<b>Presented By:</b>	City Manager
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> Motion to approve Addendum to Lease		
<b>How does this item pertain to Vision 2030 goals?</b>	Lead for America is helping leverage economic development opportunities be encouraging young people to return to rural communities like Waseca.		

**BACKGROUND:** In January the City Council approved a lease with Lead for America to allow Benya Kraus to operate a state chapter out of the lower level of City Hall while searching for a permanent home. Benya has indicated that she is planning to hire an employee and would like a second office added to the lease. Staff had verbally indicated to Benya before the first lease was signed that we would work with her on issues such as this.

**BUDGET IMPACT:** None

**POLICY QUESTION:** Should the City help facilitate the expansion of this new organization and the work it is doing?

**ALTERNATIVES CONSIDERED:** Two work stations in one room. As two offices in the lower level are entirely unused, this did not seem necessary.

**RECOMMENDATION:** Approve the proposed lease addendum.

## **ADDENDUM TO LEASE**

**THIS ADDENDUM TO LEASE**, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between City of Waseca, hereinafter called “Landlord” and Lead for America, hereinafter called “tenant”.

### **WITNESSETH:**

**WHEREAS**, Landlord and Tenant entered into a Lease on \_\_\_\_\_, 20\_\_\_\_, and

**WHEREAS**, Sublessor and Sublessee wish to amend some of the terms of said Lease, and

**WHEREAS**, Landlord and Tenant each acknowledge that there is good and sufficient consideration to make this Addendum to Lease enforceable against each party, and

**WHEREAS**, the Landlord and Tenant wish to reduce their agreement to writing;

**NOW, THEREFORE**, Sublessor and Sublessee agree as follows:

1. Landlord agrees to provide the Tenant the office designated as Office #2 to the Tenant on the same terms and conditions of the original lease.

**CITY OF WASECA**

By: \_\_\_\_\_  
Its:

By: \_\_\_\_\_  
Its:

**LANDLORD**

**LEAD FOR AMERICA NATIONAL, INC**

By: \_\_\_\_\_  
Its

By: \_\_\_\_\_  
Its

By: \_\_\_\_\_  
Its

**TENANT**

## CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: January 7, 2019

TO: Mayor & City Council  
Lee Mattson, City Manager

PROJECT NAME: 2019 Well Maubtebabce Project

CITY PROJECT NO. 2019-09

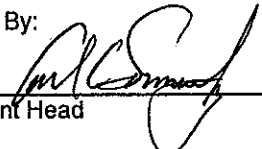
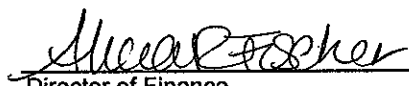
PAYMENT REQUEST : NO. 4

PAYMENT PERIOD : 11/01/2019-11/27/2019

CONTRACTOR: Keys Well Drilling

PAYMENT AMOUNT: \$42,099.25

Approved By:

  
\_\_\_\_\_  
Department Head                      1-07-2020  
Date  
\_\_\_\_\_  
Director of Finance                      1-07-2020  
Date  
\_\_\_\_\_  
City Manager                      1-16-2020  
Date



**Stantec Consulting Services Inc.**  
2335 Highway 36 West  
St. Paul MN 55113  
Tel: (651) 636-4600  
Fax: (651) 636-1311

January 6, 2020

Carl Sonnenberg  
City of Waseca  
508 South State Street  
Waseca, MN 56093

Re: 2019 Well Maintenance Project  
Project No. 193804404  
**Contractor's Request for Payment No. 4**

Dear Carl:

Attached for your approval is Contractor's Request for Payment No. 4 for the 2019 Maintenance Project. The prime Contractor on this project is Keys Well Drilling Company.

This request covers the remaining maintenance tasks on Well 5 that involved maintenance on the motor and the pump, along with their reinstallation and startup testing. Work involved with maintenance of the pump and motor for Well Nos. 1 and 3 will be covered in the next pay request, which is anticipated to be the final pay request.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Keys Well Drilling Company in the amount of \$42,099.25.**

Please execute the payment request documents. Keep one copy for your records, forward two copies to Keys Well Drilling (one for them and one for their bonding company), and return one copy to Stantec. Feel free to contact me if you have any questions.

Regards,  
**Stantec Consulting Services, Inc.**

A handwritten signature in black ink, appearing to read "Mark Janovec", written over a horizontal line.

Mark Janovec  
Project Manager

Enclosures




Owner: City of Waseca, 508 South State Street, Waseca, MN 56093	Date: 1/3/2020
For Period: 11/01/2019 to 11/27/2019	Request No: 4
Contractor: Keys Well Drilling Company, 1156 Homer Street, St. Paul, MN 55116	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
2019 WELL MAINTENANCE PROJECT  
STANTEC PROJECT NO. 193804404

**SUMMARY**

1	Original Contract Amount		\$ 329,725.00
2	Change Order - Addition	\$ 0.00	
3	Change Order - Deduction	\$ 0.00	
4	Revised Contract Amount		\$ 329,725.00
5	Value Completed to Date		\$ 167,517.10
6	Material on Hand		\$ 0.00
7	Amount Earned		\$ 167,517.10
8	Less Retainage 5%		\$ 3,602.00
9	Subtotal		\$ 163,915.11
10	Less Amount Paid Previously		\$ 121,815.86
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 4		\$ 42,099.25


Recommended for Approval by:  
STANTEC



Approved by Contractor:  
KEYS WELL DRILLING COMPANY



Approved by Owner:  
CITY OF WASECA



Date: 1.07.2020

Specified Contract Completion Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
<b>PART 1 - WELL PUMP FACILITY NO. 1 REPAIRS:</b>							
1	REMOVE AND REINSTALL LINE SHAFT TURBINE PUMP AND MOTOR. VIBRATION TESTING (PRE AND POST).	LS	1	\$14,500.00	0.00	0.00	\$0.00
2	FURNISH AND INSTALL NEW DISCHARGE HEAD BEARING	LS	1	\$250.00	0.00	0.00	\$0.00
3	FURNISH STAINLESS STEEL PUMP HEAD SHAFT	LS	1	\$750.00	0.00	0.00	\$0.00
4	10" X 10', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	22	\$600.00	0.00	0.00	\$0.00
5	10" X 5', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	1	\$450.00	0.00	0.00	\$0.00
6	8" X 10', SCH. 40, SUCTION PIPE	EA	1	\$350.00	0.00	0.00	\$0.00
7	1-11/16" X 10', STAINLESS STEEL LINE SHAFT	EA	22	\$280.00	0.00	0.00	\$0.00
8	1-11/16" X 5', STAINLESS STEEL LINE SHAFT	EA	1	\$200.00	0.00	0.00	\$0.00
9	1-11/16", STAINLESS STEEL, LINE SHAFT COUPLING	EA	1	\$50.00	0.00	0.00	\$0.00
10	BEARING RETAINER W/RUBBER BEARING	EA	1	\$150.00	0.00	0.00	\$0.00
11	REMOVE EXISTING BEARING AND INSTALL NEW RUBBER BEARING	EA	22	\$30.00	0.00	0.00	\$0.00
12	FURNISH STAINLESS STEEL BOWL SHAFT	LS	1	\$600.00	0.00	0.00	\$0.00
13	FURNISH AND INSTALL COMPLETE SET OF BOWL BEARINGS	LS	1	\$1,400.00	0.00	0.00	\$0.00
14	MACHINE BOWL AND IMPELLER AND INSTALL BRONZE WEAR RING PER STAGE	EA	5	\$350.00	0.00	0.00	\$0.00
15	REASSEMBLE BOWL ASSEMBLY	LS	1	\$540.00	0.00	0.00	\$0.00
16	PAINT DISCHARGE HEAD, MOTOR, COLUMN, BOWL, AND SUCTION PIPE	LS	1	\$500.00	0.00	0.00	\$0.00
17	REMOVE EXISTING WATER LEVEL TUBING. INSTALL NEW WATER LEVEL MONITOR TUBING	LF	220	\$1.00	0.00	0.00	\$0.00
18	SHOP TIME FOR WELL PUMP REPAIRS	HR	25	\$95.00	0.00	0.00	\$0.00
19	CONTINGENCY ALLOWANCE FOR MOTOR AND MISCELLANEOUS REPAIRS	LS	1	\$6,000.00	0.000	0.000	\$0.00
20	TRANSPORT TO AND ERECT ON THE JOB SITE A WELL RIG WITH ALL NECESSARY EQUIPMENT, TOOLS, CONTAINMENT PITS, AND MATERIALS FOR CLEANING AND SAND REMOVAL PURPOSES. INCLUDING SITE RESTORATION AND SOFTENING OF ALL DISTURBED AREAS	LS	1	\$5,000.00	0.00	0.00	\$0.00
21	AIR LIFT ACCUMULATED SAND FROM THE BOTTOM OF WELL	CY	10	\$500.00	0.00	0.00	\$0.00
22	WIRE BRUSH INTERIOR SURFACE OF WELL CASING	LS	1	\$5,000.00	0.00	0.00	\$0.00
23	TELEVISION INSPECTION OF WELL	LS	1	\$1,600.00	0.00	0.00	\$0.00
<b>TOTAL PART 1 - WELL PUMP NO. 1 REPAIRS</b>							<b>\$0.00</b>
<b>PART 2 - WELL PUMP FACILITY NO. 2 REPAIRS:</b>							
24	REMOVE AND REINSTALL LINE SHAFT TURBINE PUMP AND MOTOR. VIBRATION TEST (PRE AND POST)	LS	1	\$14,500.00	0.00	1.00	\$14,500.00
25	FURNISH AND INSTALL NEW DISCHARGE HEAD BEARING	LS	1	\$250.00	0.00	1.00	\$250.00
26	FURNISH STAINLESS STEEL PUMP HEAD SHAFT	LS	1	\$600.00	0.00	1.00	\$600.00
27	10" X 10', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	22	\$600.00	0.00	20.00	\$12,000.00
28	10" X 5', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	1	\$450.00	0.00	1.00	\$450.00
29	8" X 10', SCH. 40, SUCTION PIPE	EA	1	\$350.00	0.00	0.00	\$0.00
30	1-11/16" X 10', STAINLESS STEEL LINE SHAFT	EA	22	\$280.00	0.00	0.00	\$0.00
31	1-11/16" X 5', STAINLESS STEEL LINE SHAFT	EA	1	\$200.00	0.00	0.00	\$0.00
32	1-11/16", STAINLESS STEEL, LINE SHAFT COUPLING	EA	1	\$50.00	0.00	0.00	\$0.00
33	BEARING RETAINER W/RUBBER BEARING	EA	1	\$125.00	0.00	0.00	\$0.00
34	REMOVE EXISTING BEARING AND INSTALL NEW RUBBER BEARING	EA	22	\$30.00	0.00	22.00	\$660.00
35	FURNISH STAINLESS STEEL BOWL SHAFT	LS	1	\$600.00	0.00	1.00	\$600.00
36	FURNISH AND INSTALL COMPLETE SET OF BOWL BEARINGS	LS	1	\$1,400.00	0.00	1.00	\$1,400.00
37	MACHINE BOWL AND IMPELLER AND INSTALL BRONZE WEAR RING PER STAGE	EA	5	\$350.00	0.00	5.00	\$1,750.00
38	REASSEMBLE BOWL ASSEMBLY	LS	1	\$540.00	0.00	1.00	\$540.00
39	PAINT DISCHARGE HEAD, MOTOR, COLUMN, BOWL, AND SUCTION PIPE	LS	1	\$500.00	0.00	1.00	\$500.00
40	REMOVE EXISTING WATER LEVEL TUBING. INSTALL NEW WATER LEVEL MONITOR TUBING	LF	220	\$1.00	0.00	440.00	\$440.00
41	SHOP TIME FOR WELL PUMP REPAIRS	HR	25	\$95.00	0.00	27.50	\$2,612.50
42	CONTINGENCY ALLOWANCE FOR MOTOR AND MISCELLANEOUS REPAIRS	LS	1	\$6,000.00	0.00	0.850	\$5,100.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
43	TRANSPORT TO AND ERECT ON THE JOB SITE A WELL RIG WITH ALL NECESSARY EQUIPMENT, TOOLS, CONTAINMENT PITS, AND MATERIALS FOR CLEANING AND SAND REMOVAL PURPOSES. INCLUDING SITE RESTORATION AND SODDING OF ALL DISTURBED AREAS	LS	1	\$5,000.00	0.50	0.50	\$2,500.00
44	AIR LIFT ACCUMULATED SAND FROM THE BOTTOM OF WELL	CY	10	\$500.00	0.00	0.00	\$0.00
45	WIRE BRUSH INTERIOR SURFACE OF WELL CASING	LS	1	\$5,000.00	0.00	1.00	\$5,000.00
46	TELEVISION INSPECTION OF WELL	LS	1	\$1,600.00	0.00	1.00	\$1,600.00
<b>TOTAL PART 2 - WELL PUMP NO. 2 REPAIRS</b>							<b>\$50,602.50</b>
<b>PART 3 - WELL PUMP FACILITY NO. 3 REPAIRS:</b>							
47	REMOVE AND REINSTALL LINE SHAFT TURBINE PUMP AND MOTOR. VIBRATION TEST (PRE AND POST)	LS	1	\$13,750.00	0	0.5	\$6,875.00
48	FURNISH AND INSTALL NEW DISCHARGE HEAD BEARING	LS	1	\$250.00	0	0	\$0.00
49	FURNISH STAINLESS STEEL PUMP HEAD SHAFT	LS	1	\$750.00	0	0	\$0.00
50	10" X 10', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLIN	EA	22	\$600.00	0	0	\$0.00
51	10" X 5', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	1	\$450.00	0	0	\$0.00
52	10" X 10', SCH. 40, SUCTION PIPE	EA	1	\$350.00	0	0	\$0.00
53	1-11/16" X 10', STAINLESS STEEL LINE SHAFT	EA	22	\$280.00	0	0	\$0.00
54	1-11/16" X 5', STAINLESS STEEL LINE SHAFT	EA	1	\$200.00	0	0	\$0.00
55	1-11/16", STAINLESS STEEL, LINE SHAFT COUPLING	EA	1	\$50.00	0	0	\$0.00
56	BEARING RETAINER W/RUBBER BEARING	EA	1	\$150.00	0	0	\$0.00
57	REMOVE EXISTING BEARING AND INSTALL NEW RUBBER BEARING	EA	22	\$30.00	0	0	\$0.00
58	FURNISH STAINLESS STEEL BOWL SHAFT	LS	1	\$600.00	0	0	\$0.00
59	FURNISH AND INSTALL COMPLETE SET OF BOWL BEARINGS	LS	1	\$1,200.00	0	0	\$0.00
60	MACHINE BOWL AND IMPELLER AND INSTALL BRONZE WEAR RING PER STAGE	EA	5	\$350.00	0	0	\$0.00
61	REASSEMBLE BOWL ASSEMBLY	LS	1	\$540.00	0	0	\$0.00
62	PAINT DISCHARGE HEAD, MOTOR, COLUMN, BOWL, AND SUCTION PIPE	LS	1	\$500.00	0	0	\$0.00
63	REMOVE EXISTING WATER LEVEL TUBING. INSTALL NEW WATER LEVEL MONITOR TUBING	LF	220	\$1.00	0	0	\$0.00
64	SHOP TIME FOR WELL PUMP REPAIRS	HR	25	\$95.00	0	0	\$0.00
65	CONTINGENCY ALLOWANCE FOR MOTOR AND MISCELLANEOUS REPAIRS	LS	1	\$6,000.00	0.55	0.55	\$3,300.00
66	TRANSPORT TO AND ERECT ON THE JOB SITE A WELL RIG WITH ALL NECESSARY EQUIPMENT, TOOLS, CONTAINMENT PITS, AND MATERIALS FOR CLEANING AND SAND REMOVAL PURPOSES. INCLUDING SITE RESTORATION AND SODDING OF ALL DISTURBED AREAS.	LS	1	\$5,000.00	0.5	0.5	\$2,500.00
67	AIR LIFT ACCUMULATED SAND FROM THE BOTTOM OF WELL	CY	10	\$500.00	0		\$0.00
68	WIRE BRUSH INTERIOR SURFACE OF WELL CASING	LS	1	\$5,000.00	0	1	\$5,000.00
69	TELEVISION INSPECTION OF WELL	LS	1	\$2,000.00	0	1	\$2,000.00
<b>TOTAL PART 3 - WELL PUMP NO. 3 REPAIRS</b>							<b>\$19,675.00</b>
<b>PART 4 - WELL PUMP FACILITY NO. 4 REPAIRS:</b>							
70	REMOVE AND REINSTALL LINE SHAFT TURBINE PUMP AND MOTOR. VIBRATION TEST (PRE AND POST)	LS	1	\$14,500.00	0	1	\$14,500.00
71	FURNISH AND INSTALL NEW DISCHARGE HEAD BEARING	LS	1	\$250.00	0	1	\$250.00
72	FURNISH STAINLESS STEEL PUMP HEAD SHAFT	LS	1	\$750.00	0	1	\$750.00
73	10" X 10', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	22	\$600.00	0	13	\$7,800.00
74	10" X 5', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	1	\$450.00	0	1	\$450.00
75	10" X 10', SCH. 40, SUCTION PIPE	EA	1	\$350.00	0	0	\$0.00
76	1-11/16" X 10', STAINLESS STEEL LINE SHAFT	EA	22	\$280.00	0	0	\$0.00
77	1-11/16" X 5', STAINLESS STEEL LINE SHAFT	EA	1	\$200.00	0	0	\$0.00
78	1-11/16", STAINLESS STEEL, LINE SHAFT COUPLING	EA	1	\$50.00	0	0	\$0.00
79	BEARING RETAINER W/RUBBER BEARING	EA	1	\$150.00	0	0	\$0.00
80	REMOVE EXISTING BEARING AND INSTALL NEW RUBBER BEARING	EA	22	\$30.00	0	20	\$600.00
81	FURNISH STAINLESS STEEL BOWL SHAFT	LS	1	\$600.00	0	0	\$0.00
82	FURNISH AND INSTALL COMPLETE SET OF BOWL BEARINGS	LS	1	\$1,400.00	0	0	\$0.00
83	MACHINE BOWL AND IMPELLER AND INSTALL BRONZE WEAR RING PER STAGE	EA	6	\$350.00	0	0	\$0.00
84	REASSEMBLE BOWL ASSEMBLY	LS	1	\$540.00	0	0	\$0.00



No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
85	PAINT DISCHARGE HEAD, MOTOR, COLUMN, BOWL, AND SUCTION PIPE	LS	1	\$500.00	0	0	\$0.00
86	REMOVE EXISTING WATER LEVEL TUBING. INSTALL NEW WATER LEVEL MONITOR TUBING	LF	220	\$1.00	0	200	\$200.00
87	SHOP TIME FOR WELL PUMP REPAIRS	HR	25	\$95.00	0	25	\$2,375.00
88	CONTINGENCY ALLOWANCE FOR MOTOR AND MISCELLANEOUS REPAIRS	LS	1	\$6,000.00	0	0.525	\$3,150.00
89	TRANSPORT TO AND ERECT ON THE JOB SITE A WELL RIG WITH ALL NECESSARY EQUIPMENT, TOOLS, CONTAINMENT PITS, AND MATERIALS FOR CLEANING AND SAND REMOVAL PURPOSES. INCLUDING SITE RESTORATION AND SODDING OF ALL DISTURBED AREAS.	LS	1	\$5,000.00	0.5	0.5	\$2,500.00
90	AIR LIFT ACCUMULATED SAND FROM THE BOTTOM OF WELL	CY	10	\$500.00	0	0	\$0.00
91	WIRE BRUSH INTERIOR SURFACE OF WELL CASING	LS	1	\$5,000.00	0	1	\$5,000.00
92	TELEVISION INSPECTION OF WELL	LS	1	\$1,600.00	0	1	\$1,600.00
<b>TOTAL PART 4 - WELL PUMP NO. 4 REPAIRS</b>							<b>\$39,175.00</b>
<b>PART 5 - WELL PUMP FACILITY NO. 5 REPAIRS:</b>							
93	REMOVE AND REINSTALL LINE SHAFT TURBINE PUMP AND MOTOR. VIBRATION TEST (PRE AND POST)	LS	1	\$14,500.00	0.5	1	\$14,500.00
94	FURNISH AND INSTALL NEW DISCHARGE HEAD BEARING	LS	1	\$250.00	1	1	\$250.00
95	FURNISH STAINLESS STEEL PUMP HEAD SHAFT	LS	1	\$750.00	1	1	\$750.00
96	10" X 10', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	23	\$600.00	12	12	\$7,200.00
97	10" X 5', SCH 40, LINE SHAFT COLUMN PIPE WITH COUPLING	EA	1	\$450.00	1	1	\$450.00
98	10" X 10', SCH. 40, SUCTION PIPE	EA	1	\$350.00	0	0	\$0.00
99	1-11/16" X 10', STAINLESS STEEL LINE SHAFT	EA	23	\$280.00	0	0	\$0.00
100	1-11/16" X 5', STAINLESS STEEL LINE SHAFT	EA	1	\$200.00	0	0	\$0.00
101	1-11/16", STAINLESS STEEL, LINE SHAFT COUPLING	EA	1	\$50.00	0	0	\$0.00
102	BEARING RETAINER W/RUBBER BEARING	EA	1	\$150.00	0	0	\$0.00
103	REMOVE EXISTING BEARING AND INSTALL NEW RUBBER BEARING	EA	23	\$30.00	23	23	\$690.00
104	FURNISH STAINLESS STEEL BOWL SHAFT	LS	1	\$600.00	1	1	\$600.00
105	FURNISH AND INSTALL COMPLETE SET OF BOWL BEARINGS	LS	1	\$1,400.00	1	1	\$1,400.00
106	MACHINE BOWL AND IMPELLER AND INSTALL BRONZE WEAR RING PER STAGE	EA	5	\$350.00	5	5	\$1,750.00
107	REASSEMBLE BOWL ASSEMBLY	LS	1	\$540.00	1	1	\$540.00
108	PAINT DISCHARGE HEAD, MOTOR, COLUMN, BOWL, AND SUCTION PIPE	LS	1	\$500.00	1	1	\$500.00
109	REMOVE EXISTING WATER LEVEL TUBING. INSTALL NEW WATER LEVEL MONITOR TUBING	LF	230	\$1.00	460	460	\$460.00
110	SHOP TIME FOR WELL PUMP REPAIRS	HR	25	\$95.00	25	25	\$2,375.00
111	CONTINGENCY ALLOWANCE FOR MOTOR AND MISCELLANEOUS REPAIRS	LS	1	\$6,000.00	1.133	1.133	\$6,800.00
112	TRANSPORT TO AND ERECT ON THE JOB SITE A WELL RIG WITH ALL NECESSARY EQUIPMENT, TOOLS, CONTAINMENT PITS, AND MATERIALS FOR CLEANING AND SAND REMOVAL PURPOSES. INCLUDING SITE RESTORATION AND SODDING OF ALL DISTURBED AREAS.	LS	1	\$5,000.00	0.5	0.5	\$2,500.00
113	AIR LIFT ACCUMULATED SAND FROM THE BOTTOM OF WELL	CY	10	\$500.00	0	0	\$0.00
114	WIRE BRUSH INTERIOR SURFACE OF WELL CASING	LS	1	\$5,000.00	0	1	\$5,000.00
115	TELEVISION INSPECTION OF WELL	LS	1	\$1,600.00	0	1	\$1,600.00
<b>TOTAL PART 5 - WELL PUMP NO. 5 REPAIRS</b>							<b>\$47,365.00</b>
<b>ADDITIONAL UNIT PRICES WELL NO. 1:</b>							
116	FURNISH A COMPLETE NEW PUMP BOWL AT SPECIFIED CONDITIONS FOR WELL NO. 1	LS	1	\$9,800.00	0	0	\$0.00
117	FURNISH AND INSTALL A NEW 150 HP MOTOR WELL NO. 1.	LS	1	\$14,000.00	0	0	\$0.00
<b>ADDITIONAL UNIT PRICES WELL NO. 2:</b>							
118	FURNISH A COMPLETE NEW PUMP BOWL AT SPECIFIED CONDITIONS FOR WELL NO. 2	LS	1	\$10,850.00	0	0	\$0.00
119	FURNISH AND INSTALL A NEW 125 HP MOTOR WELL NO. 2.	LS	1	\$8,500.00	0	0	\$0.00
<b>ADDITIONAL UNIT PRICES WELL NO. 3:</b>							
120	FURNISH A COMPLETE NEW PUMP BOWL AT SPECIFIED CONDITIONS FOR WELL NO. 3	LS	1	\$10,000.00	0	0	\$0.00
121	FURNISH AND INSTALL A NEW 150 HP MOTOR WELL NO. 3.	LS	1	\$14,000.00	0	0	\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
<b>ADDITIONAL UNIT PRICES WELL NO. 4:</b>							
122	FURNISH A COMPLETE NEW PUMP BOWL AT SPECIFIED CONDITIONS FOR WELL NO. 4	LS	1	\$13,300.00	0	0.812	\$10,799.60
123	FURNISH AND INSTALL A NEW 150 HP MOTOR WELL NO. 4.	LS	1	\$14,000.00	0	0	\$0.00
<b>ADDITIONAL UNIT PRICES WELL NO. 5:</b>							
124	FURNISH A COMPLETE NEW PUMP BOWL AT SPECIFIED CONDITIONS FOR WELL NO. 5	LS	1	\$9,800.00	0	0	\$0.00
125	FURNISH AND INSTALL A NEW 200 HP MOTOR WELL NO. 5.	LS	1	\$17,100.00	0	0	\$0.00
<b>PROJECT TOTALS:</b>							
TOTAL PART 1 - WELL PUMP NO. 1 REPAIRS							\$0.00
TOTAL PART 2 - WELL PUMP NO. 2 REPAIRS							\$50,502.50
TOTAL PART 3 - WELL PUMP NO. 3 REPAIRS							\$19,675.00
TOTAL PART 4 - WELL PUMP NO. 4 REPAIRS							\$39,175.00
TOTAL PART 5 - WELL PUMP NO. 5 REPAIRS							\$47,365.00
ADDITIONAL UNIT PRICES WELL NO. 1							\$0.00
ADDITIONAL UNIT PRICES WELL NO. 2							\$0.00
ADDITIONAL UNIT PRICES WELL NO. 3							\$0.00
ADDITIONAL UNIT PRICES WELL NO. 4							\$10,799.60
ADDITIONAL UNIT PRICES WELL NO. 5							\$0.00
<b>TOTAL COMPLETED</b>							<b>\$167,517.10</b>

**PROJECT PAYMENT STATUS**

OWNER CITY OF WASECA  
STANTEC PROJECT NO. 193804404  
CONTRACTOR KEYS WELL DRILLING COMPANY

**CHANGE ORDERS**

No.	Date	Description	Amount
Total Change Orders			

**PAYMENT SUMMARY**

No.	From	To	Payment	Retainage	Completed
1	02/01/2019	03/27/2019	26,315.00	1,385.00	27,700.00
2	03/28/2019	05/31/2019	64,388.25	4,773.86	95,477.10
3	10/01/2019	10/31/2019	31,112.61	1,386.25	123,202.10
4	11/01/2019	11/27/2019	42,099.25	3,602.00	167,517.10

Total Payment to Date		\$163,915.11	Original Contract	\$329,725.00
Retainage Pay # 4		3,602.00	Change Orders #	
Total Amount Earned		\$167,517.10	Revised Contract	\$329,725.00

<b>Title:</b>	CITY COUNCIL BOARD/COMMISSION APPOINTMENTS		
<b>Meeting Date:</b>	FEBRUARY 4, 2020	<b>Agenda Item Number:</b>	7A
<b>Action:</b>	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	<b>Supporting Documents:</b>	Board/Commission descriptions 2019 Assignments
<b>Originating Department:</b>	ADMINISTRATION	<b>Presented By:</b>	City Manager
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	Motion to appoint Council representatives to various boards and commissions.		

**BACKGROUND:** The City Council annually reviews their appointments to various boards and commissions for the coming year. Unless otherwise noted, one councilmember serves on each board or commission.

A description of each board and their area of responsibility is attached. Councilmembers can be re-appointed to their current assignment or be assigned to a new board or commission as the Council wishes. Below is a chart of current appointments.

	Srp	Rose	Arndt	Christiansen	Conrath	Johnson	Tloughan
Airport Board		X					
Charter Commission		X					
Economic Development Authority (2)	X					X	
Heritage Preservation Commission							X
Human Rights Commission							
Park Board				X			
Planning Commission	X		X				
Fire Relief Association					X		
<b>Outside Boards</b>							
Community Ed Advisory Board							
Region 9			X				
Discover Waseca Tourism Board					X		

**RECOMMENDATION:** Staff recommends a motion to appoint City Council representatives to various boards and commissions for 2020 per Council Direction.

Members are appointed by the City Council at a regular meeting of the Council in January of each year. Members may serve up to four (4) terms consecutively. Most groups meet on a monthly basis.

**Airport Board** – Composed of five (5) members – four (4) general public and one (1) Councilmember, who assist in an advisory capacity regarding the operation, management and improvement of the Municipal Airport. *3 year term.* Meets 1<sup>st</sup> Tuesday of the month at 12:00 noon.

**Charter Commission** – Composed of not less than 7 nor more than 15 members. Shall be a qualified voter of the City. Appointed by the Chief Judge of the District Court. Primary function is to review and suggest amendments to the Waseca City Charter. Members may serve only two consecutive terms. The office term is determined by the Chief Judge but is *not for more than 4 years.* Meets monthly on as-needed basis.

**Community Ed Advisory Board** – A joint council of 12-18 members appointed by the School District and the City. Responsible for recommendations regarding the programming and operation of the Community Education Program. *3 year term.* Meets 3<sup>rd</sup> Monday of every other month at 7:00 p.m..

**Economic Development Authority** – Composed of seven (7) members – one (1) HRA member, one (1) Waseca Development Corporation or Chamber of Commerce member, three (3) at-large members, and two (2) Council members. The Authority will focus efforts on economic development in order to retain current businesses and help promote growth of new businesses. *6 year term.* Meets the 2<sup>nd</sup> Wednesday of every month at 12:00 noon.

**Heritage Preservation Commission** – Composed of five (5) members – three (3) at-large members, one (1) nominated by Waseca Co. Historical Society, and one (1) nominated by City Planning Commission. A representative of the City Council also sits on this Commission. The Commission will engage in a comprehensive program of historic preservation, promote the historical resources of the City, and designation of heritage preservation sites. *3 year term.* Meets 1<sup>st</sup> Monday of every month at 5:00 p.m.

**Housing & Redevelopment Authority** – The Municipal Housing and Redevelopment Authority is composed of five (5) members. Address housing shortages for low and moderate income residents and redevelop blighted areas where private developers would not act without government assistance. *5 year term.*

**Human Rights Commission** – Composed of five (5) members – four (4) general public and one (1) Councilmember, who advise the City Council regarding civil and human rights problems, issues and policies. The Commission will strive to improve human relations in the City, and develop and recommend programs of formal and informal education for all citizens. *3 year term.* Meets quarterly as needed on the 3<sup>rd</sup> Monday of the month at 5:30 p.m.

**Park Board** – Composed of five (5) members – four (4) general public and one (1) Councilmember. The Board will make recommendations to the City Manager and City Council pertaining to, but not limited to, park land acquisition, development, improvement and use. *3 year term.* Meets 1<sup>st</sup> Tuesday of every month at 11:30 a.m.

**Planning Commission** – Composed of seven (5) members – six (4) general public and one (1) City Council representative. This is an advisory commission to the Council concerning comprehensive planning, zoning, platting, changes in streets, and other matters of a general planning nature. *3 year term.* Meets 2<sup>nd</sup> Tuesday of every month at 5:30 p.m.

**RESOLUTION NO. 20-07****A RESOLUTION CALLING FOR A PUBLIC HEARING  
FOR MUNICIPAL PROJECT 2020-01  
2020 STREET AND UTILITY RECONSTRUCTION PROJECT**

**WHEREAS**, the City Council of the City of Waseca has reviewed the condition of various streets and determined repairs are necessary in order to protect pedestrian and vehicle traffic in the area;

**AND WHEREAS**, the policy of the City Council of the City of Waseca is to special assess said type of improvements;

**AND WHEREAS**, the City of Waseca's Special Assessment Policy calls for the City Council to hold a public hearing for said assessments;

**AND WHEREAS**, the City Council has accepted and reviewed the Feasibility Study prepared by the City Engineer in compliance with Chapter 429 of Minnesota Statutes;

**AND WHEREAS**, the City of Waseca, in compliance with Chapter 429 of Minnesota Statutes desires to hold a public hearing on the merits of the proposed improvements.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Waseca hereby calls for a public hearing on the merits of the proposed improvements. The time and date of said public hearing are hereby established on March 3, 2020 at 7:00 p.m. in the City Council Chambers of the City of Waseca.

**BE IT FURTHER RESOLVED** that City staff is hereby directed to publish the required notice and notify the affected property owners as prescribed by Chapter 429 of the Minnesota Statutes.

Adopted this 4<sup>th</sup> day of February 2020.

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R. D. SRP  
MAYOR

ATTEST:

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MIKE ANDERSON  
ASSISTANT TO THE CITY MANAGER

# **FEASIBILITY STUDY**

## **MUNICIPAL PROJECTS**

### **2020-01**

## **2020 STREET AND UTILITY IMPROVEMENT PROJECT**



508 South State Street ■ Waseca, Minnesota 56903-3097  
507-835-9700 ■ FAX 507-835-8871 ■ [www.ci.waseca.mn.us](http://www.ci.waseca.mn.us)

## **CERTIFICATION**

I hereby certify that this report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

\_\_\_\_\_  
Tom Kellogg, PE

License No. 26917

Date: \_\_\_\_\_



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## STREET IMPROVEMENTS

### 1.1 INTRODUCTION

The 2020 Street and Utility Improvement Project includes City Project 2020-01, a street and utility reconstruction project at the following locations:

2<sup>nd</sup> and 3<sup>rd</sup> Avenues SE between 3<sup>rd</sup> and 5<sup>th</sup> Streets SE

The total project street footage is approximately 1,450 feet (0.27 miles). These locations were all included in the City's 2020-2024 Capital Improvement Plan and have been included in the approved 2020 budget.

#### 1.1.1 AUTHORIZATION

On January 7, 2020, the Waseca City Council authorized the preparation of an engineering feasibility report for the 2020 Street and Utility Improvement Project, City Project No. 2020-01.

#### 1.1.2 SCOPE

These streets are recommended for renovation with full reconstruction.

Streets were selected based on the City Pavement Management Evaluation Program from an analysis of their condition, the existing pavement structure, and on the condition of the underlying utilities.

The Special Assessment Policy adopted by the City Council indicates that street and utility improvement project is to be assessed to benefiting property owners at the rates stated in the policy.

#### 1.1.3 DATA AVAILABLE

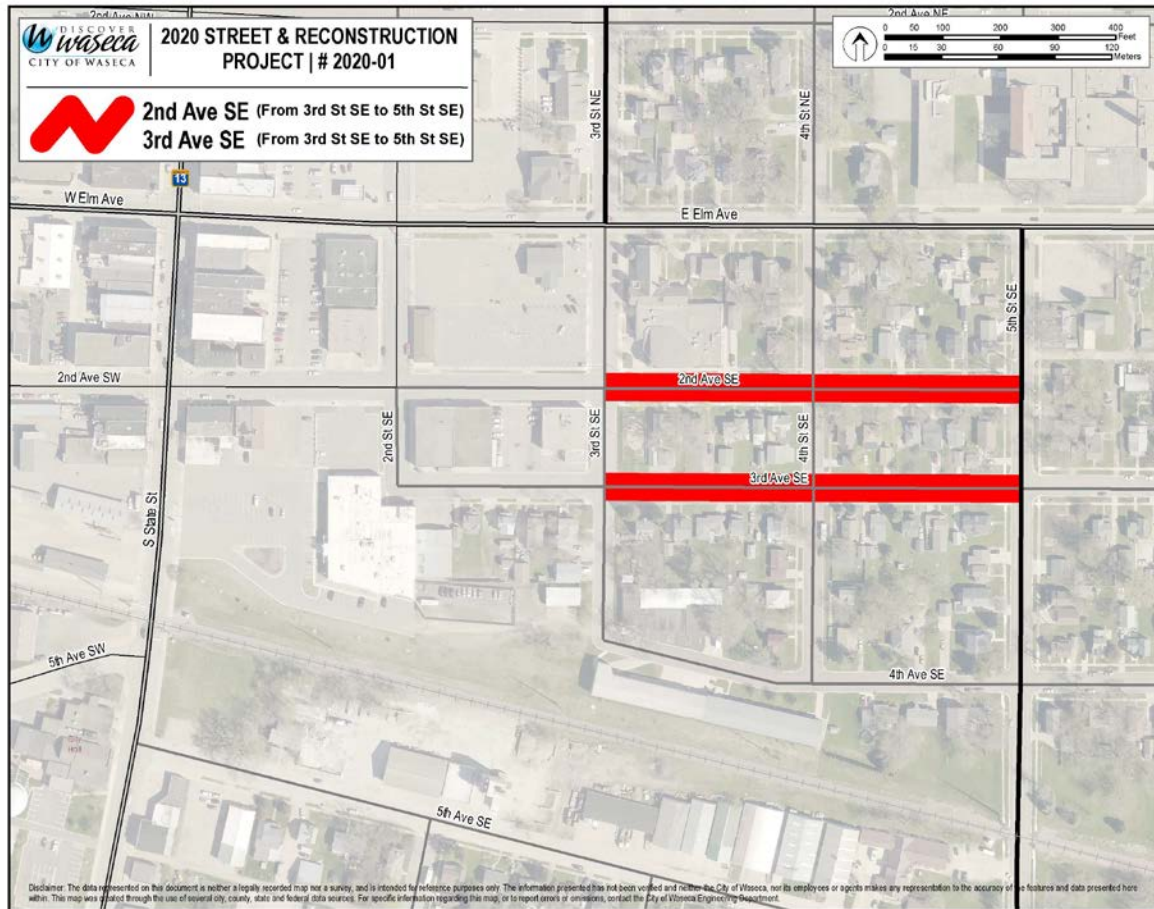
Generally, the information used in preparation of this report includes, but is not limited to, the following:

- Record/As built Drawings
- Utility Record Drawings
- Field Observations
- Televising Reports for the Sanitary Sewer System
- Water main Repair Records
- City of Waseca Pavement Management Policy
- City of Waseca Special Assessment Policy

## 1.2 GENERAL BACKGROUND

### 1.2.1 PROJECT LOCATION

The project is in the SE quadrant of the City, see attached project map.



### 1.3 EXISTING CONDITIONS

#### 1.3.1 ROAD SURFACE

The streets within the proposed project area are showing signs of aging and varying degrees of pavement distress which includes alligator cracking, block cracking, transverse cracking, longitudinal cracking and localized drainage issues. The pavement condition index (PCI) for the proposed project streets range from 13-17. Table 1 below provides a summary of the existing street conditions for the streets included in the 2020 Street and Utility Improvement Project.

#### 1.3.2 UTILITIES

The sanitary sewer mains on 2<sup>nd</sup> Ave. S.E. and 3<sup>rd</sup> Ave. S.E. have been televised and reviewed with the project. Sanitary sewer and water main on 2<sup>nd</sup> and 3<sup>rd</sup> Aves. S.E. have reached the end of their useful life and need to be replaced. The storm sewer is also in need of repairs and is undersized and needs to be replaced.

Table 1 - 2020 Street and Utility Improvement Project									
Summary of Existing Street Conditions									
Street Name	Beginning Pt to End Pt	ROW	Street Width	Curb Type	Aggregate Base (in.)	Avg Bit. Section (in.)	Approx. Year of Original Construction	Last Road Improvement Year	Most Recent PCI
<b>PROJECT 2020-01-STREET AND UTILITY RECONSTRUCTION</b>									
2 <sup>nd</sup> Ave. SE	3 <sup>rd</sup> Street to 5 <sup>th</sup> Street SE	66	36	B	None	5	Unknown	1974	17
3 <sup>rd</sup> Ave. SE	3 <sup>rd</sup> Street to 5 <sup>th</sup> Street SE	66	32	B	None	4.5	Unknown	1987	13

## **1.4 PROPOSED IMPROVEMENTS**

### **1.4.1 ROAD SURFACE**

Per the City of Waseca's Pavement Management Policy, Staff is recommending that the City Council consider reconstructing 2<sup>nd</sup> and 3<sup>rd</sup> Aves. S.E. street segment included in this feasibility study in order to restore the pavement to a new condition.

The reconstruction process involves removing the existing bituminous surface and curb and gutter. The curb and gutter will be replaced with a concrete barrier style curb. The pavement section will consist of 12" of select granular material, 6" of class 5 aggregate base and 3.5" of bituminous surface. The sidewalks are proposed to be removed and replace in kind.

The City's Surface Water Management Plan (SWMP) was recently updated by Stantec. Stantec has provided the analysis of the storm sewer system in 2<sup>nd</sup> and 3<sup>rd</sup> Aves. S.E. and it shows that the existing storm sewer within the reconstruction area is under sized. As part of the reconstruction process, the existing storm sewer will be replaced to adequately convey storm sewer flows from this area.

### **1.4.2 UTILITIES**

The watermain and sanitary sewers in these segments have reached the end of their useful lives and need to be replaced. With the watermain replacement, water services will also be replaced up to and including the curb stop (water service shut off to the residence). The sanitary sewer main in this segment will be replaced and, sanitary sewer services will be replaced up to the property line.

Localized drainage issues will also be addressed to the extent possible with final design of the project.

### **1.4.3 PERMITS APPROVALS**

The following permits will be required:

- MPCA NPDES Construction Permit
- MDH Watermain Permit
- MPCA Sanitary Sewer Extension Permit

### **1.4.4 CONSTRUCTION ACCESS/STAGING**

The contractor and City staff when appropriate will be responsible for providing access to all properties throughout the project duration. There are times during construction when access to all properties may not be available at all times. Every effort will be made to give residents advanced notice of these times. All residents will have safe and adequate access each night after work ceases and mail and trash refuse pickup will not be interrupted. The City contract will specify that work on either 2<sup>nd</sup> or 3<sup>rd</sup> Avenues must be complete to the gravel base before beginning work on the other street.

### 1.4.5 PUBLIC INVOLVEMENT

A neighborhood meeting was held on Wednesday January 8, 2020 for all property owners within the project limits. Residents were notified of the meeting via mail correspondence approximately one week in advance of the meeting. A copy of the meeting notice and a summary of the correspondence and questions and answers from the informational meeting are included in Appendix C.

## 2. FINANCING

### 2.1 OPINION OF PROBABLE COST

#### 2020-01 Street Improvements

The Total Project Cost includes construction, a 15% contingency factor, 15% engineering, and 5% administrative costs to cover such expenses as advertising for the hearing, etc. A summary of the estimated total project costs is as follows:

<b>Table 3-2020 Street Improvement Project Summary of Cost</b>	
<b>Item</b>	<b>Estimate</b>
Construction Items	\$1,154,352
Contingency 15%	<u>\$173,152</u>
Construction Subtotal	\$1,327,504
Engineering 15%	\$199,126
Administration 5%	\$76,332
(5% of Construction and Engineering)	
<b>Total Project</b>	<b>\$1,602,962</b>

### 2.2 FUNDING Assessments

#### 2020-01 Street Improvements

Benefiting properties are proposed to be assessed in accordance with Waseca's Special Assessment Policy. The total amount to be assessed is estimated to be approximately \$144,324 with 30 parcels being assessed on a front footage basis.

The estimated assessment cost per assessable foot is as follows:

	<b><u>Reconstruction</u></b>
Residential/Duplex/City	\$92.04
Multiple Dwelling	\$105.18
Commercial/Industrial/Tax Exempt	\$118.33

### **Project Funding**

The project funding as proposed is shown in Table 5.

<b>Table 5-2020 Street Improvement Project Funding Summary</b>	
<b>Funding Source</b>	<b>Amount</b>
440 Special Assessment Fund	\$144,324
430 Capital Improvement Street Fund	\$610,245
602 Sanitary Sewer Fund	\$269,100
601 Water Utility Fund	\$270,990
651 Storm Water Fund	\$308,303
<b>Total Project</b>	<b>\$1,602,962</b>

### **3. PROJECT SCHEDULE**

<b>Event</b>	<b>Date</b>
Neighborhood Meeting	January 8, 2020
Authorization to Prepare Feasibility Report	January 7, 2020
Present Feasibility Report/Order Public Hearing	February 4, 2020
Public Improvement Hearing	March 3, 2020
Authorize Preparation of Plans and Specifications	March 3, 2020
Approve Plans and Specifications	April 7, 2020
Receive Bids	May 12, 2020
Award Contract	May 19, 2020
Begin Construction	Early June, 2020
Substantial Completion	October 30, 2020
Final Completion (restoration)	June 18, 2021
Public Hearing for Assessments	October, 2021

#### **4. FEASIBILITY AND RECOMMENDATION**

The work is necessary and feasible from an engineering and financial basis.

The following recommendations are presented for consideration by the Waseca City Council:

1. That this feasibility report be approved and adopted by the City Council as the guide for the proposed work.
2. That a public improvement hearing be held to receive input regarding the proposed improvements.
3. That the project be financed with special assessments in accordance with the City's special assessment policy, and with capital improvement funds funded from the City property tax levies.



# Appendix A

## 2020-01 Street Improvement Project Opinion of Probable Cost

ENGINEERS ESTIMATE 2020-01 2020 STREET RECONSTRUCTION						PAGE ONE OF FIVE UPDATED 1/28/2020
No.	MnDOT Spec. No.	Description	Unit	QTY	Unit Price	Total
<b>2ND AND 3RD AVE SE WATER MAIN</b>						
1	2104.501	REMOVE EXISTING WATER MAIN	LN. FT.	1495	\$ 5.00	\$ 7,475.00
2	2104.509	REMOVE EXISTING HYDRANT AND GATE VALVE	EACH	1	\$ 300.00	\$ 300.00
3	2104.509	REMOVE EXISTING GATE VALVE AND BOX	EACH	6	\$ 150.00	\$ 900.00
4	2504.601	TEMPORARY WATER SERVICE	L.S.	1	\$ 13,000.00	\$ 13,000.00
5	2504.602	6" GATE VALVE AND BOX	EACH	9	\$ 1,500.00	\$ 13,500.00
6	2504.602	8" GATE VALVE AND BOX	EACH	1	\$ 2,200.00	\$ 2,200.00
7	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	6	\$ 1,100.00	\$ 6,600.00
8	2504.602	FURNISH & INSTALL ZINC ANODE BAG	EACH	9	\$ 350.00	\$ 3,150.00
9	2504.602	HYDRANT AND GATE VALVE WITH BOX	EACH	2	\$ 5,500.00	\$ 11,000.00
10	2504.602	CONNECT SERVICE TO WATER MAIN 1" (INCLUDES CORP.)	EACH	30	\$ 350.00	\$ 10,500.00
11	2504.602	CONNECT SERVICE TO WATER MAIN 1 1/2" (INCLUDES CORP.)	EACH	1	\$ 450.00	\$ 450.00
12	2504.602	1" CURB STOP AND STAND PIPE	EACH	30	\$ 400.00	\$ 12,000.00
13	2504.602	1 1/2" CURB STOP AND STAND PIPE	EACH	1	\$ 550.00	\$ 550.00
14	2504.603	1" TYPE PE PIPE	LN. FT.	1020	\$ 30.00	\$ 30,600.00
15	2504.603	1 1/2" TYPE PE PIPE	LN. FT.	28	\$ 35.00	\$ 980.00
16	2504.603	6" PVC C900 WATER MAIN PIPE	LN. FT.	1495	\$ 33.00	\$ 49,335.00
17	2504.608	WATER MAIN FITTINGS	LBS.	1600	\$ 10.00	\$ 16,000.00
18		SHARED COSTS (MOBILIZATION, TRAFFIC CTRL., ETC.)	L.S.	0.17	\$ 97,703.66	\$ 16,609.62
<b>TOTAL 2ND AND 3RD AVE SE WATER MAIN-CONSTRUCTION</b>						\$ 195,149.62
<b>15% CONTINGENCY</b>						\$ 29,272.44
<b>15% ENGINEERING</b>						\$ 33,663.31
<b>5% ADMINISTRATION</b>						\$ 12,904.27
<b>TOTAL 2ND AND 3RD AVE SE WATER MAIN</b>						<b>\$ 270,989.64</b>
ENGINEERS ESTIMATE 2020-01 2020 STREET RECONSTRUCTION						PAGE TWO OF FIVE UPDATED 1/28/2020
No.	MnDOT Spec. No.	Description	Unit	QTY	Unit Price	Total
<b>2ND AND 3RD AVE SE SANITARY SEWER</b>						
1	2104.502	REMOVE MANHOLE	EACH	2	\$ 400.00	\$ 800.00
2	2104.503	REMOVE SEWER PIPE (SANITARY)	L.F.	1118	\$ 5.00	\$ 5,590.00
3	2104.503	REMOVE SEWER SERVICE PIPE (SANITARY)	L.F.	1050	\$ 5.00	\$ 5,250.00
4	2503.601	SANITARY SEWER BYPASS PUMPING	L.S.	1	\$ 3,000.00	\$ 3,000.00
5	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	3	\$ 1,000.00	\$ 3,000.00
6	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	30	\$ 400.00	\$ 12,000.00
7	2503.602	8" x 4" PVC WYE	EACH	24	\$ 250.00	\$ 6,000.00
8	2503.602	8" x 6" PVC WYE	EACH	6	\$ 300.00	\$ 1,800.00
9	2503.603	4" PVC SERVICE SCHEDULE 40	L.F.	840	\$ 35.00	\$ 29,400.00
10	2503.603	6" PVC SERVICE SCHEDULE 40	L.F.	250	\$ 39.00	\$ 9,750.00
11	2503.603	8" PVC PIPE SEWER, SDR 35	L.F.	1452	\$ 50.00	\$ 72,600.00
12	2503.603	TELEWISE SANITARY SEWER MAIN	L.F.	1452	\$ 2.00	\$ 2,904.00
13	2503.603	TELEWISE SANITARY SEWER SERVICE-LATERAL LAUNCH	L.F.	1053	\$ 3.00	\$ 3,159.00
14	2503.603	TELEWISE SANITARY SEWER SERVICE-CLEANOUT	L.F.	567	\$ 3.00	\$ 1,701.00
15	2506.502	CASTING ASSEMBLIES	EACH	1	\$ 650.00	\$ 650.00
16	2506.602	CONSTRUCT SANITARY MANHOLE	EACH	6	\$ 3,000.00	\$ 18,000.00
17	2506.602	CONSTRUCT SANITARY MANHOLE OVERDEPTH (>8')	L.F.	6.3	\$ 250.00	\$ 1,575.00
18		SHARED COSTS (MOBILIZATION, TRAFFIC CTRL., ETC.)	L.S.	0.17	\$ 97,703.66	\$ 16,609.62
<b>TOTAL 2ND AND 3RD AVE SE SANITARY SEWER CONSTRUCTION</b>						\$ 193,788.62
<b>15% CONTINGENCY</b>						\$ 29,068.29
<b>15% ENGINEERING</b>						\$ 33,428.54
<b>5% ADMINISTRATION</b>						\$ 12,814.27
<b>TOTAL 2ND AND 3RD AVE SE SANITARY SEWER</b>						<b>\$ 269,099.73</b>

ENGINEERS ESTIMATE 2020-01 2020 STREET RECONSTRUCTION						PAGE THREE OF FIVE UPDATED 1/28/2020	
No.	MnDOT Spec. No.	Description	Unit	QTY	Unit Price	Total	
		2ND AND 3RD AVE SE STORM SEWER					
1	2104.502	REMOVE MANHOLE OR CATCH BASIN	EACH	10	\$ 400.00	\$ 4,000.00	
2	2104.503	REMOVE SEWER PIPE (STORM)	LN. FT.	1405	\$ 7.00	\$ 9,835.00	
3	2502.503	4" PVC PIPE DRAIN (SDR 35)	LN. FT.	530	\$ 16.00	\$ 8,480.00	
4	2502.503	6" PVC PERFORATED PIPE DRAIN (SDR 35)	LN. FT.	2648	\$ 18.00	\$ 47,664.00	
5	2502.602	CONNECT EXISTING SUMPS TO TILE LINE	EACH	2	\$ 175.00	\$ 350.00	
6	2502.602	TILE LINE CLEANOUT	EACH	14	\$ 300.00	\$ 4,200.00	
7	2503.511	12" RCP PIPE SEWER CL V	LN. FT.	174	\$ 40.00	\$ 6,960.00	
8	2503.511	15" RCP PIPE SEWER CL V	LN. FT.	506	\$ 45.00	\$ 22,770.00	
9	2503.511	18" RCP PIPE SEWER CL V	LN. FT.	659	\$ 50.00	\$ 32,950.00	
10	2503.511	24" RCP PIPE SEWER CL V	LN. FT.	45	\$ 60.00	\$ 2,700.00	
11	2503.601	STORM SEWER BYPASS PUMPING	L.S.	1	\$ 2,500.00	\$ 2,500.00	
12	2503.602	6" X 4" WYE FOR SUMP SERVICE	EACH	30	\$ 125.00	\$ 3,750.00	
13	2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LN. FT.	4.6	\$ 450.00	\$ 2,070.00	
14	2506.501	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LN. FT.	38	\$ 600.00	\$ 22,800.00	
15	2506.502	DRAINAGE STRUCTURE 2 x 3 CATCH BASIN	EACH	12	\$ 1,850.00	\$ 22,200.00	
16	2506.502	CASTING ASSEMBLY MANHOLE (NEENAH R-1733)	EACH	6	\$ 650.00	\$ 3,900.00	
17	2506.502	CASTING ASSEMBLY CATCH BASIN (NEENAH R-3067)	EACH	3	\$ 650.00	\$ 1,950.00	
18	2506.602	CONNECT TILE LINE TO STORM STRUCTURE	EACH	12	\$ 300.00	\$ 3,600.00	
19	2506.602	CONNECT TO EXISTING STORM STRUCTURE	EACH	5	\$ 750.00	\$ 3,750.00	
20		SHARED COSTS (MOBILIZATION, TRAFFIC CTRL., ETC.)	L.S.	0.19	\$ 97,703.66	\$ 18,563.70	
TOTAL 2ND AND 3RD AVE SE STORM SEWER CONSTRUCTION						\$ 224,992.70	
15% CONTINGENCY						\$ 33,748.90	
15% ENGINEERING						\$ 38,811.24	
5% ADMINISTRATION						\$ 14,877.64	
TOTAL 2ND AND 3RD AVE SE STORM SEWER						\$ 312,430.48	

ENGINEERS ESTIMATE 2020-01 2020 STREET RECONSTRUCTION						PAGE FOUR OF FIVE
						UPDATED 1/28/2020
No.	MnDOT Spec. No.	Description	Unit	QTY	Unit Price	Total
2ND AND 3RD AVENUE SE STREET CONSTRUCTION						
1	2101.524	CLEARING	TREE	1	\$ 750.00	\$ 750.00
2	2101.524	GRUBBING	TREE	1	\$ 500.00	\$ 500.00
3	2104.502	REMOVE SIGN	EACH	12	\$ 50.00	\$ 600.00
4	2104.502	SALVAGE SIGN	EACH	12	\$ 35.00	\$ 420.00
5	2104.503	REMOVE CONCRETE CURB & GUTTER	LN. FT.	2748	\$ 4.00	\$ 10,992.00
6	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LN. FT.	62	\$ 5.00	\$ 310.00
7	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LN. FT.	672	\$ 5.00	\$ 3,360.00
8	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ.YD.	325	\$ 13.00	\$ 4,225.00
9	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ.YD.	13	\$ 5.00	\$ 65.00
10	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ.YD.	6140	\$ 4.00	\$ 24,560.00
11	2104.518	REMOVE CONCRETE WALK	SQ.FT.	9733	\$ 2.00	\$ 19,466.00
12	2104.601	SALVAGE AND REINSTALL OUTWALK RAILINGS	L.S.	1	\$ 500.00	\$ 500.00
13	2105.504	GEOTEXTILE FABRIC TYPE V	SQ.YD.	6140	\$ 2.00	\$ 12,280.00
14	2105.507	COMMON EXCAVATION (PLAN QUANTITY)	CU.YD.	2988	\$ 15.00	\$ 44,820.00
15	2105.507	SUBGRADE EXCAVATION	CU.YD.	125	\$ 18.00	\$ 2,250.00
16	2105.541	STABILIZING AGGREGATE (CV)	CU.YD.	125	\$ 40.00	\$ 5,000.00
17	2105.541	SELECT GRANULAR BORROW (CV)	CU.YD.	2046	\$ 18.00	\$ 36,828.00
18	2211.507	AGGREGATE BASE CLASS 5 (CV)	CU.YD.	1023	\$ 25.00	\$ 25,575.00
19	2232.504	MILL BITUMINOUS SURFACE (2")	SQ. YD.	845	\$ 10.00	\$ 8,450.00
20	2301.602	DRILL & GROUT REINFORCEMENT BAR (EPOXY COATED)	EACH	180	\$ 15.00	\$ 2,700.00
21	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL.	320	\$ 2.50	\$ 800.00
22	2360.503	BITUMINOUS WEDGE	L.F.	2748	\$ 3.00	\$ 8,244.00
23	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3.C)	TON	530	\$ 80.00	\$ 42,400.00
24	2360.509	TYPE SP 12.5 NON WEAR COURSE MIXTURE (3.C)	TON	706	\$ 75.00	\$ 52,950.00
25	2504.602	REPAIR EXISTING SPRINKLER HEAD	EACH	2	\$ 175.00	\$ 350.00
26	2504.602	SOD	SQ.YD.	2550	\$ 9.00	\$ 22,950.00
27	2531.501	CONCRETE CURB & GUTTER, DESIGN B618	LN. FT.	2748	\$ 25.00	\$ 68,700.00
28	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ.YD.	325	\$ 60.00	\$ 19,500.00
29	2521.501	4" CONCRETE WALK	SQ.FT.	7984	\$ 5.50	\$ 43,912.00
30	2521.501	6" CONCRETE WALK	SQ.FT.	1946	\$ 8.00	\$ 15,568.00
31	2531.618	TRUNCATED DOMES	SQ.FT.	250	\$ 55.00	\$ 13,750.00
32	2531.502	CONCRETE CURB, DESIGN V6	LN. FT.	35	\$ 35.00	\$ 1,225.00
33		HIGH EARLY CONCRETE	CU.YD.	20	\$ 25.00	\$ 500.00
34		SHARED COSTS (MOBILIZATION, TRAFFIC CTRL., ETC.)	L.S.	0.47	\$ 97,703.66	\$ 45,920.72
TOTAL 2ND AND 3RD AVE SE STREET CONSTRUCTION						\$ 540,420.72
15% CONTINGENCY						\$ 81,063.11
15% ENGINEERING						\$ 93,222.57
5% ADMINISTRATION						\$ 35,735.32
TOTAL 2ND AND 3RD AVE SE STREET						\$ 750,441.72

ENGINEERS ESTIMATE 2020-01 2020 STREET RECONSTRUCTION						PAGE FIVE OF FIVE UPDATED 1/28/2020
No.	MnDOT Spec. No.	Description	Unit	QTY	Unit Price	Total
SHARED COSTS-SHARED COSTS ARE SPLIT PROPORTIONATELY FOR EACH FUND IN THE PROJECT						
1	2021.501	MOBILIZATION	L.S.	1	\$ 45,000.00	\$ 45,000.00
2	2123.610	STREET SWEEPER WITH PICKUP BROOM	HOUR	15	\$ 150.00	\$ 2,250.00
3	2505.601	UTILITY COORDINATION	L.S.	1	\$ 5,000.00	\$ 5,000.00
4	2563.601	TRAFFIC CONTROL	L.S.	1	\$ 9,000.00	\$ 9,000.00
5	2573.501	STABILIZED CONSTRUCTION EXITS	L.S.	1	\$ 3,000.00	\$ 3,000.00
6	2573.501	EROSION CONTROL SUPERVISOR	L.S.	1	\$ 1,000.00	\$ 1,000.00
7	2573.502	STORM DRAIN INLET PROTECTION	EACH	21	\$ 225.00	\$ 4,725.00
	2573.503	SEDIMENT CONTROL LOG TYPE WOOD CHIP	LN. FT.	110	\$ 3.50	\$ 385.00
TOTAL 2ND AND 3RD AVE SE SHARED COSTS						\$ 70,360.00
15% CONTINGENCY						\$ 10,554.00
15% ENGINEERING						\$ 12,137.10
5% ADMINISTRATION						\$ 4,652.56
TOTAL 2ND AND 3RD AVE SE SHARED COSTS						\$ 97,703.66
PROJECT TOTALS						
2020-01 WATER MAIN						\$ 270,989.64
2020-01 SANITARY SEWER						\$ 269,099.73
2020-01 STORM SEWER						\$ 312,430.48
2020-01 STREET						\$ 750,441.72
TOTAL 2020-01 PROJECT						\$ 1,602,961.57

Appendix B  
Preliminary Assessment Roll

CITY OF WASECA PROJECTS 2020-01 ASSESSMENT ROLL 282 IMPROVEMENT HEARING

PAGE ONE OF ONE

2ND AVE SE FROM 3RD ST SE TO 5TH ST SE CITY PROJECT 2020-01 ROLL 282									
No.	Name	Parcel ID	Property Description	Property Address	Classification	Front Footage	Side Footage	City or Other Addition Footage	Assessable Footage
1	GRACE LUTHERAN CHURCH	17 51 070	BARNER'S ADD LOTS 1 & 2 Bk 4	None	TALESPUR	44.0	1000	220	22.0
2	ASSTWIKER	17 51 090	BARNER'S ADD LOTS 3 & 4 Bk 4	None	RESIDENTIAL	60.0		33.0	33.0
3	LARRY ROSENTHAL	17 51 010	BARNER'S ADD LOTS 5 & 6 W/2 OF Bk 4	DRIVE	RESIDENTIAL	50.0	2750	2750	2750
4	LUCK HERRMANN & LARA RABO RICH & LARA	17 51 040	BARNER'S ADD LOTS 7, 10 & 11 E/2 OF Bk 4	RESIDENTIAL	60.0		2750	2750	2750
5	MORSE & DUNN JACOBS	17 51 090	BARNER'S ADD LOTS 1 & 2 Bk 4	RESIDENTIAL	20.0		13.0	13.0	13.0
6	DAVID COONE	17 51 090	BARNER'S ADD LOTS 10 & 11 W/2 OF Bk 4	RESIDENTIAL	50.0	1000	2500	2500	2500
7	BARNER LOCKING	17 51 090	BARNER'S ADD LOTS 3 & 4 Bk 5	RESIDENTIAL	44.0	1000	2200	2200	2200
8	SANDRA J. BERNDSON	17 51 040	BARNER'S ADD LOTS 3 & 4 W/2 OF Bk 5	RESIDENTIAL	60.0		30.5	30.5	30.5
9	INTERIOR INVESTMENT PROP. LLC	17 51 040	BARNER'S ADD LOTS 5 & 6 W/2 OF Bk 5	RESIDENTIAL	40.0		24.5	24.5	24.5
10	SPENCER LUTHERAN CHURCH	17 51 070	BARNER'S ADD LOTS 7 & 8 W/2 OF Bk 5	RESIDENTIAL	37.0		14.5	14.5	14.5
11	ROBERT D. JONES & BROWN	17 51 090	BARNER'S ADD LOTS 7 & 8 W/2 OF Bk 5	RESIDENTIAL	37.0		14.5	14.5	14.5
12	THOMAS G. KATZBERG & ROY CHAFF	17 51 090	BARNER'S ADD LOTS 7 & 8 W/2 OF Bk 5	RESIDENTIAL	67.0	1000	33.0	33.0	33.0
13	GRACE LUTHERAN CHURCH	17 00 270	ORIGINAL P.L. 3.5 LOT 1 Bk 6	301 2ND AVE SE	TALESPUR	80.0	2000	400	1400
14	CHAS. & BERNADE STEVENSON	17 00 270	ORIGINAL P.L. 3.5 LOT 1 Bk 6	314 2ND AVE SE	RESIDENTIAL	60.0		60.0	60.0
15	KAREN HEND	17 00 270	ORIGINAL P.L. 3.5 LOT 1 Bk 6	315 2ND AVE SE	RESIDENTIAL	50.0	104.0	20.0	20.0
16	DONNA MARCO ACCIUE	17 00 290	ORIGINAL P.L. 3.5 LOT 1 Bk 7	709 4TH ST SE	RESIDENTIAL	60.0	104.0	30.0	30.0
17	GARY W. JANSSEN	17 00 290	ORIGINAL P.L. 3.5 LOT 1 Bk 7	406 3RD AVE SE	RESIDENTIAL	60.0		60.0	60.0
18	BENJAMIN A. ERMA BYRON	17 00 290	ORIGINAL P.L. 3.5 LOT 1 Bk 7	407 2ND AVE SE	RESIDENTIAL	60.0		60.0	60.0
19	KAY MARIE NEERENHOFF THURSTEN	17 00 290	ORIGINAL P.L. 3.5 LOT 1 Bk 7	411 2ND AVE SE	RESIDENTIAL	60.0		60.0	60.0
20	DAVID & REGINA LARSEN	17 00 290	ORIGINAL P.L. 3.5 LOT 1 Bk 7	417 2ND AVE SE	RESIDENTIAL	50.0	104.0	20.0	20.0
TOTAL ASSESSMENTS \$14,301.46									

ASSESSMENT RATES  
Residential occupancy Per Front Foot \$92.04  
Multiple Dwelling Per Front Foot \$105.18  
Commercial/Industrial/Ex. Empty Per Front Foot \$118.33

3RD AVE SE FROM 3RD ST SE TO 5TH ST SE CITY PROJECT 2020-01 ROLL 282									
No.	Name	Parcel ID	Property Description	Property Address	Classification	Front Footage	Side Footage	City or Other Addition Footage	Assessable Footage
1	DAVID & GREGG	17 04 020	WINONA & ST PETER LAND CO. ST LOT 1 E/2 OF Bk 2	300 3RD AVE SE	RESIDENTIAL	70.0	1300	36.0	36.0
2	DEBRA A. KOSAR	17 04 010	WINONA & ST PETER LAND CO. ST LOT 1 E/2 OF Bk 2	304 3RD AVE SE	RESIDENTIAL	50.0		50.0	50.0
3	JASON DUE	17 04 010	WINONA & ST PETER LAND CO. ST LOT 1 Bk 2	308 3RD AVE SE	RESIDENTIAL	60.0		60.0	60.0
4	GARY M. HEDGECOCK	17 04 090	WINONA & ST PETER LAND CO. ST LOT 1 Bk 2	310 3RD AVE SE	RESIDENTIAL	60.0		60.0	60.0
5	FRANCIS E. HODGSON THURSTEN	17 04 090	WINONA & ST PETER LAND CO. ST LOT 1 Bk 2	314 3RD AVE SE	RESIDENTIAL	57.0	600	28.0	28.0
6	THOMAS & KATHARINA STEVENS	17 04 090	WINONA & ST PETER LAND CO. ST LOT 1 Bk 2	407 3RD AVE SE	RESIDENTIAL	60.0	1300	30.0	30.0
7	CHRISTOPHER P. JACO	17 04 090	WINONA & ST PETER LAND CO. ST LOT 1 Bk 3	404 3RD AVE SE	RESIDENTIAL	50.0		50.0	50.0
8	MICHELLE WILSON	17 04 020	WINONA & ST PETER LAND CO. ST LOT 1 E/2 OF Bk 3	408 3RD AVE SE	RESIDENTIAL	50.0		50.0	50.0
9	STEPHAN & BRADY HENRISEN	17 04 040	WINONA & ST PETER LAND CO. ST LOT 1 E/2 OF Bk 3	417 3RD AVE SE	RESIDENTIAL	50.0		50.0	50.0
10	GARY FOWERS	17 04 020	WINONA & ST PETER LAND CO. ST LOT 1 Bk 3	300 3RD ST SE	RESIDENTIAL	80.0	600	44.0	44.0
11	GRACE LUTHERAN CHURCH	17 51 070	BARNER'S ADD LOTS 1 & 2 Bk 4	None	TALESPUR	44.0	1000	220	22.0
12	ASSTWIKER	17 51 090	BARNER'S ADD LOTS 3 & 4 Bk 4	None	RESIDENTIAL	60.0		33.0	33.0
13	LARRY ROSENTHAL	17 51 010	BARNER'S ADD LOTS 5 & 6 W/2 OF Bk 4	DRIVE	RESIDENTIAL	50.0	2750	2750	2750
14	LUCK HERRMANN & LARA RABO RICH & LARA	17 51 040	BARNER'S ADD LOTS 7, 10 & 11 E/2 OF Bk 4	RESIDENTIAL	60.0		2750	2750	2750
15	MORSE & DUNN JACOBS	17 51 090	BARNER'S ADD LOTS 1 & 2 Bk 4	RESIDENTIAL	20.0		13.0	13.0	13.0
16	DAVID COONE	17 51 090	BARNER'S ADD LOTS 10 & 11 W/2 OF Bk 4	RESIDENTIAL	50.0	1000	2500	2500	2500
17	BARNER LOCKING	17 51 090	BARNER'S ADD LOTS 3 & 4 Bk 5	RESIDENTIAL	44.0	1000	2200	2200	2200
18	SANDRA J. BERNDSON	17 51 040	BARNER'S ADD LOTS 3 & 4 W/2 OF Bk 5	RESIDENTIAL	60.0		30.5	30.5	30.5
19	INTERIOR INVESTMENT PROP. LLC	17 51 040	BARNER'S ADD LOTS 5 & 6 W/2 OF Bk 5	RESIDENTIAL	40.0		24.5	24.5	24.5
20	SPENCER LUTHERAN CHURCH	17 51 070	BARNER'S ADD LOTS 7 & 8 W/2 OF Bk 5	RESIDENTIAL	37.0		14.5	14.5	14.5
21	ROBERT D. JONES & BROWN	17 51 090	BARNER'S ADD LOTS 7 & 8 W/2 OF Bk 5	RESIDENTIAL	37.0		14.5	14.5	14.5
22	THOMAS G. KATZBERG & ROY CHAFF	17 51 090	BARNER'S ADD LOTS 7 & 8 W/2 OF Bk 5	RESIDENTIAL	67.0	1000	33.0	33.0	33.0
TOTAL ASSESSMENTS \$69,890.52									

ASSESSMENT RATES  
Residential occupancy Per Front Foot \$92.04  
Multiple Dwelling Per Front Foot \$105.18  
Commercial/Industrial/Ex. Empty Per Front Foot \$118.33

## Appendix C

### Neighborhood Meeting Notice and Public Correspondence

Date: December 23, 2019

To: Affected Property Owners on the 2020 Street Reconstruction Project - City Project No. 2020-01

**Street and Utility Reconstruction**

2<sup>nd</sup> Avenue SE from 3<sup>rd</sup> St SE to 5<sup>th</sup> St SE

3<sup>rd</sup> Avenue SE from 3<sup>rd</sup> St SE to 5<sup>th</sup> St SE

Re: Invitation to Open House to Review Projects

**The City of Waseca will hold a public information Open House on the 2020 Street, Reconstruction Project Wednesday, January 8<sup>th</sup> from 4:00 PM until 6:00 PM at City Hall.** The areas listed above are included in this project. There will not be a set formal presentation time, but City staff will be present to discuss the project with residents on an individual or group basis.

Also, additional written comments may be submitted to City Hall before the Open House meeting, and written comments will be considered in the final decisions. Any written comments may be as short or long as you wish, but must include the name, address and signature of a property owner in the project area to be considered.

Tom Kellogg  
City Engineer  
507-835-9716  
[cityengineer@ci.waseca.mn.us](mailto:cityengineer@ci.waseca.mn.us)

**Minutes-Informational Open House for 2020 Street Reconstruction Project  
Project 2020-01**

An informational open house for the 2020-01 Project was held at the City of Waseca Council Chambers on Wednesday January 8<sup>th</sup>, 2020 from 4:00 to 6:00 pm.

Seven individuals attended the open house, a sign-up sheet with their contact information is saved in the Informational Meeting folder in the project file.

An overview of the projects, tentative project schedule and explanation of the assessment process was discussed with the attendees.

There were a few specific questions and concerns that were brought up. The Roycrafts, (416 2<sup>nd</sup> Ave SE), and the Browns, (410 2<sup>nd</sup> Ave SE), asked about plantings and raised bed gardens they have in the north right of way of 3<sup>rd</sup> Avenue. Staff will meet with them in early April and discuss the areas that will be impacted by construction.

Sandra Remington, (402 2<sup>nd</sup> Ave SE), had concerns regarding her sewer service which had been replaced from the house to the street a few years ago. Staff explained that the segment within the right of way will be replaced with the project, and that a solid, water-tight connection would be made to the existing surface at the property line.

Jon Johnson attended the open house representing Grace Lutheran Church. He had several concerns regarding access for the day care facility at the church, and how the project will affect the sprinkler system to the church building. Contact information from City staff and Mr. Johnson was shared, and staff will work with him regarding these issues as the project progresses.

Staff remained until approximately 6:05 pm, no additional residents or property owners arrived.

INFORMATIONAL MEETING  
2020 STREET RECONSTRUCTION PROJECT  
PROJECT NO. 2020-01  
JANUARY 8, 2020 4-6 PM CITY COUNCIL CHAMBERS

SIGN UP SHEET

NAME	MAILING ADDRESS	PHONE	E-MAIL ADDRESS
Joyce Brown	410 2ND AVE SE	(507) 521-1380	
Bob Brown	" "	"	
Kay Nephedy	411 2nd Av SE	835-2668	
Sandra Remington	402 2nd Ave SE	835-4921	
Kathy Roycraft	416 2nd Ave SE	833-8814	
TOM ROYCRAFT	416 2ND AVE SE	833-8814	
Jon Johnson / <sup>619 CE</sup> Lutheran Church	300 Elm Ave	461-6360	jjs7@frontier.com



<b>Title:</b>	RESOLUTION 20-08 AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH STANTEC FOR PROFESSIONAL SERVICES FOR THE SAFE ROUTES TO SCHOOL, CITY PROJECT NO. 20-07		
<b>Meeting Date:</b>	February 4, 2020	<b>Agenda Item Number:</b>	7C
<b>Action:</b>	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	<b>Supporting Documents:</b>	Resolution No. 20-08
<b>Originating Department:</b>	Engineering	<b>Presented By:</b>	City Engineer
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> Motion to Approve Resolution No. 20-08, City Project No. 20-07.		
<b>How does this item pertain to Vision 2030 goals?</b>	Creating high quality community assets.		

**BACKGROUND:** The City solicited proposals for engineering design services for a Safe Routes to School (SRTS) project that would construct a trail along the east side of TH 13 between 15<sup>th</sup> and 19<sup>th</sup> Avenues NE with a pedestrian crossing at 17<sup>th</sup> Avenue NE and a trail between TH 13 and 2<sup>nd</sup> Street NW to make a safer crossing between the school and the businesses and residences on the east side of TH 13. The trail on the east side of TH 13 would be constructed primarily in the MnDOT right-of-way (ROW). This project is a joint effort between MnDOT, the City and the School District. MnDOT applied for and was successful in getting federal Highway Safety Improvement Program (HSIP) grant that will cover the current estimated construction cost of \$272,000.

**BUDGET IMPACT:** The Stantec engineering design services proposal is \$89,090. The estimated engineering costs for the construction services phase is \$70,000. It is expected the construction will begin in late summer of this year and construction completed in early summer 2021. It should be noted that the total cost with the HSIP grant is lower than what it would have been without it.

MnDOT has determined the City could use up to \$58,250 from their MSA account to fund the engineering efforts. As noted above, this is a joint project and cost share negotiations are ongoing between the City and the School District.

**RECOMMENDATION:** Staff recommends the Waseca City Council adopt Resolution No. 20-08 authorizing the City Manager to execute a contract with Stantec for professional design services for the SRTS trail, City Project No. 20-07.

**CM P.S.** The City Engineer has been in communication with MNDOT regarding the engineering costs resulting from following a federal grant and MNDOT has indicated that a significant amount of money will be made available to assist the City in paying these costs. More information will be available at the Council Meeting.

**RESOLUTION NO. 20-08**

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A  
CONTRACT WITH STANTEC FOR PROFESSIONAL DESIGN SERVICES FOR THE  
SAFE ROUTES TO SCHOOL (SRTS) PROJECT  
20-07**

**WHEREAS**, there does not exist a safe pedestrian crossing across TH 13 at 17<sup>th</sup> Avenue NE,

**WHEREAS**, the City, MnDOT and the School District propose to design and construct a pedestrian crossing across TH 13 at 17<sup>th</sup> Avenue NE,

**WHEREAS**, the City desires to hire a consultant to provide professional engineering related design services for the SRTS project,

**WHEREAS**, through a request for a proposal the City has determined that Stantec is qualified to provide said professional services;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Waseca, Minnesota that the City Manager for the City of Waseca is hereby authorized to execute a contract with Stantec for professional design services related to the construction of the SRTS project.

Adopted this 4<sup>th</sup> day of February 2020.

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ROY SRP  
MAYOR

ATTEST:

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MIKE ANDERSON  
ASSISTANT TO THE CITY MANAGER

<b>Title:</b>	Airport Board Composition		
<b>Meeting Date:</b>	February 4, 2020	<b>Agenda Item Number:</b>	<b>7D</b>
<b>Action:</b>	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> DISCUSSION	<b>Supporting Documents:</b>	City Code Excerpts, Chapter 37
<b>Originating Department:</b>	Administration	<b>Presented By:</b>	City Manager
<b>Approved By City Manager:</b> <input checked="" type="checkbox"/>	<b>Proposed Action:</b> Discussion on the composition of the Airport Board and Direction from the Council on how to proceed.		
<b>How does this item pertain to Vision 2030 goals?</b>	Good Government		

**BACKGROUND:** In December of 2019, the City Council asked the Airport Board for a recommendation on residency requirements for membership on the Airport Board. Current code provides that three of the five members must reside within the corporate limits of Waseca. The Airport Board has recommended that the City remove all city residency (residency within Waseca County would still be required) requirements for membership on the Board and contact a number of individuals who have expressed interest in serving on the board to begin a process of selecting someone to fill the current city-resident-limited seat that is vacant.

Currently, the Waseca Airport receives no financial support from the City. State operating grants, state and federal capital grants, and building and land leases provide sufficient revenues to fund ongoing expenses and improvements. The City is required to guarantee long-term airport operations in exchange for capital grants we receive from the state and federal government. Cessation of any of these grant programs could result in a situation where the City is required to use taxpayer funds to assist in airport operations. While this may be unlikely, the Council should consider whether an advisory board that could have no city/taxpayer representation is appropriate or not. The fewer city residents/taxpayers on the board, the more important staff and Council review of proposals become.

**BUDGET IMPACT:** None.

**POLICY QUESTION:** What level of city resident representation on the Airport Board is appropriate? In the absence of resident representation options, is a board with no city residents desirable? Should code be amended to address only the current vacancy on the board or should a solution to future potential issues be sought as well?

**ALTERNATIVES CONSIDERED:** The Council may choose how many seats on this five-person board, if any, must be held by a city resident.

**RECOMMENDATION:** Staff asks that Council discussion take place and, if a consensus is reached, staff is directed to begin the process of amending the City Code to allow the desired board configuration.

## Waseca, MN Code of Ordinances

**GENERAL PROVISIONS****§ 37.01 BOARDS AND COMMISSIONS; ESTABLISHMENT, APPOINTMENTS AND AUTHORITY.****(A) Establishment.**

(1) *Authority to establish.* Pursuant to M.S. § 412.621, and other such statutes as specifically cited herein, the Council establishes or continues the following boards and commissions to advise the Council with respect to municipal functions and activities and to investigate subjects of interest to the city.

(2) *How established.* A board or commission may be established by a majority vote of the Council. An ordinance shall be adopted prescribing the purpose, duties, and composition of the board or commission.

(3) *Applicability.* All boards and commissions established by the City Council shall be subject to the provisions of this chapter, unless a specific requirement or condition is imposed by the City Charter, city ordinance or state law.

(4) *Purposes and duties generally.* All boards and commissions established by the Council shall be advisory to the Council and shall have the responsibility to:

(a) Investigate matters within the scope of the particular board or commission or as specifically directed by the Council.

(b) Advise the Council by communicating the viewpoint or advice of the board or commission.

(c) At the direction of the Council, hold hearings, receive evidence, conduct investigations, and, on the basis of such hearings, evidence and investigations, make decisions and recommendations to the Council.

(d) *Advisory role.* A board or commission established by the Council shall not assume the role of an administrative or legislative body.

**(B) Cooperation of city officials.**

(1) All city officials, Department Managers, employees and appointees shall cooperate with the commissions established by the Council and render all reasonable assistance as directed by the City Manager.

(2) Each board and commission shall hold its regular meetings at times established and approved by the City Manager. The City Manager shall be an ex-officio member of all boards and commissions.

**(C) Membership.**

(1) *Members.* Any person wishing to serve on a city board or commission must meet the following requirements:

(a) Age 18 or older on the date of appointment to the boards and commission.



- (b) A citizen of the United States.
- (c) A person who resides within city limits.

*Exception:* The Planning Commission may have one non-resident member who resides outside of the municipal city limits, but resides within the two-mile planning area. The Airport Advisory Board may have up to two non-resident members who reside outside of the municipal city limits, but reside within the limits of Waseca County.

(2) *City Council representative.* Each board or commission shall have a City Council representative.

(D) *Ineligibility.* The following persons are ineligible to serve on a city board or commission:

- (1) Anyone convicted of treason or a felon whose rights have not been restored.
- (2) Anyone under guardianship.
- (3) Anyone who is found by a court of law to be legally incompetent.
- (4) Full-time city employees; or part-time employees where there is an incompatibility of office.

(E) *Appointments and terms of membership.*

(1) *Members.* Board and commission members shall be appointed at the first regular meeting of the Council in January of each year, by majority vote of the Council and shall serve terms of membership not to exceed three years per term. Each member is eligible to serve four consecutive three-year terms. Terms expire on January 31. Re-appointment will take place at term expiration. New appointees shall assume office on February 1.

(2) *Council Representatives.* Council Representatives shall be appointed at the first regular meeting of the Council in January of each year, by majority vote of the Council and shall serve a term of one year.

(3) *Resignation and removal.* Members shall serve without compensation and may resign voluntarily by letter or e-mail to the City Manager or be removed by majority vote of the Council or pursuant to § 37.01(F)(5).

(4) *Vacancies.* Vacancies in membership shall be filled by majority vote of the Council for the balance of the unexpired term.

(5) *Term of appointment to fill vacancy.* A person appointed to fill a vacancy shall be eligible to serve three full terms in addition to the balance of the unexpired term.

(6) *Concurrent membership.* No person may serve concurrently on more than two boards or commissions.

(7) *Staggered terms.* Terms of membership shall be staggered so that no more than one-half of the terms on a board or commission expire in any particular year.

(F) *Organization and bylaws.*

(1) *Bylaws.* Each board or commission shall adopt and be governed by such bylaws as shall be necessary and desirable for the conduct of its activities. Bylaws shall be subject to review and approval by the Council.

(2) *Chairperson.* Each board or commission annually shall elect from its members a chairperson and vice-chairperson to serve a term of one year. No person shall serve more than two consecutive one-year terms as chairperson of a particular board or commission.

(2) An advisory board or commission member is free to communicate positions to the City Council on matters pertaining to the body's purpose and function.

(3) A member of the advisory board or commission is not authorized to speak for the board or commission, unless the board has expressly authorized the member's communication.

(4) An individual member is free to voice a position, oral or written, on any issue as long as it is made clear that the member is not speaking as a representative of the city, or as a member of an advisory board or commission.

(`86 Code, § 2.02) (Am. Ord. 683, passed 6-18-96; Am. Ord. 696, passed 3-18-97; Am. Ord. 760, passed 3-20-01; Am. Ord. 872, passed 4-19-05; Am. Ord. 917, passed 11-21-06; Am. Ord. 1000, passed 10-1-13; Am. Ord. 1046, passed 7-19-16)

### **§ 37.10 AIRPORT ADVISORY BOARD.**

(A) *Purpose.* The Airport Advisory Board will act in an advisory and review capacity to the City Council regarding the operation and construction of the airport, and shall have the following responsibilities and duties:

(1) To advise the Council in the establishment of the rules and regulations, consistent with state and federal aviation authority, as may be necessary or advisable for the operation and management of the municipal airport, the same to be confirmed by the Council before they are placed in effect;

(2) To advise the Council in the establishment of building and tie-down sites and to approve and recommend all proposed construction on the airport property and to request repair or removal of structures not maintained in accordance with regulations as to construction or location; and

(3) To make other recommendations as may be necessary or advisable for the safe and efficient management; operation and maintenance of the municipal airport.

(B) *Membership.* The Airport Advisory Board will consist of five members, appointed pursuant to § 37.01.

(`86 Code, § 2.06) (Am. Ord. 1000, passed 10-1-13)