

REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, JANUARY 4, 2022, 7:00 PM
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. 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. 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

Kristian Braekkan – Manufacturing Resource Center

6. CONSENT AGENDA

- A. Minutes: Council Meeting & Work Session – December 21, 2021
- B. Payroll & Expenditures
- C. Resolution 22-04: Designating Authorized Signers
- D. Resolution 22-05: Not Waive Tort Liability
- E. Resolution 21-06: Supporting Grant Submission for Marketplace Funding

7. ACTION AGENDA

- A. Brown Ave Project
 - Resolution 22-01: Cost Share Agreement
 - Resolution 22-02: Amend Special Assessment Policy
 - Resolution 22-03: Authorize Preparation of Feasibility Report

8. REPORTS

- A. City Manager's Report
- B. Commission Reports

9. ANNOUNCEMENTS

10. ADJOURNMENT

December 30, 2021

Darrin Fleener
Economic Development Administration
Chicago Regional Office
230 South Dearborn Street, Suite 3280
Chicago, IL 60604-1512

Economic Impact of Proposed *Training & Resource Center* in Waseca

Region Nine Development Commission (RNDC) was commissioned by the project's task force to develop an economic impact study for the proposed use of the former Clear Lake Press building as a combined educational and professional development center.

This study utilizes a custom input-output model for Waseca County, located in Region Nine – an Economic Development District in southcentral Minnesota - to examine the linkages between the proposed project, the county's industry, and its proportional annual impact upon the economy.

The Regional Input-Output Modeling System (RIMS-II) from the Bureau of Economic Analysis (BEA) is a tool used by investors, planners, and public servants to assess the potential economic impacts of projects, the benefits of investments, and potential costs of economic disruptions. Data are based on a series of national input-output (I-O) accounts, which show the goods and services produced by each industry and the use of these goods and services by both industry and final users. Like most regional I-O models, RIMS-II adjusts these national relationships to account for region-specific supply conditions.

The idea behind the results of RIMS-II is that an initial change in one economic sector results in other rounds of spending. For example, building a new road will lead to increased production of asphalt and concrete. The increased production of these commodities will lead to more mining. Workers benefiting from these increases will presumably spend more on other goods, services, and housing. Examples include eating at local restaurants, spending more on entertainment, engaging in home improvements, etc.

Background and Rationale

Economic regions are not closed economies and as a result any examination of production, sales, employment, exports, and capital investments tend to underestimate the economic impact of changes to the local economy, whether they are of a temporary or prolonged nature.

In the parlance of economic impact studies, the above-mentioned variables are considered direct impacts. However, economic impacts do not end with direct effects. Because the products of capital and labor from the Region Nine economy are purchased primarily by consumers outside the region, the industry impact is significantly larger than the direct impacts.

Dollars in a local economy recirculate among vendors, employees and households beyond regional limits and these spinoffs and their impact upon the regional economy should therefore be examined if one were to understand the impact of local investments. The subject of this report is to provide an aggregate estimate of total economic impact of the proposed project as presented by the task force in Waseca.

Multipliers Selected

RIMS-II multipliers are frequently applied to include government/infrastructure, economic development/business investment, and private industry/for-profit growth. Some common examples include local impacts of government investment in specific industries and assessment of transportation and infrastructural projects. In the private sector, examples include assessment of new construction of hotels, grocery stores, manufacturers, etc.

For the purposes of this study, the RIMS-II multipliers are deployed through the lens of economic development as it applies to the economy within the geographic scope of Waseca County. Three main assumptions are made to extrapolate the data: 1) the county's current economy is representative of future developments, 2) the economic impact is not geographically limited to Waseca, 3) that future investments will stimulate economic development proportionally to the existing industry portfolio in the county by 5%. Finally, the study utilizes what is referred to as Type II indicators, which includes household spending. The study is limited to the top 20 industries in Waseca County as identified by economic output.

Economic modeling is never perfect, yet the assumptions made for this study are not "one-sided". Waseca County has despite a gradual decline in the local manufacturing sector maintained relatively steady growth rates over the last decade, maintained a relatively steady workforce, and developed on par with similarly sized regions in the United States over the last decade. It is therefore reasonable to accept the first assumption.

The second assumption does not place boundaries upon the study without placing limits on the impact of residents and business outside county limits. In other words, the social economic impact may be larger or smaller within the immediate communities yet benefit other local communities near Waseca that may draw on the local labor force. The third assumption utilizes a relatively most 5% increase in productivity, which is low compared to similar models for projects of this size in peer regions nationally.

Input-Output Analysis:

Value-added (Gross Domestic Product) Analysis

The Bureau of Economic Analysis considers regional value-added outputs to be a surrogate for increased gross domestic product (GDP) in the geographic area for which they are provided. Larger value-added multipliers correlate with greater increases in regional GDP. Because increases to GDP are widely viewed as favorable indicators for robust economic health and stable growth, we therefore performed our first analysis on the highest-ranking value-added industries related to all industries in Waseca County. The final-demand output represents the total dollar change in output that occurs in all industries for each additional dollar of output delivered to final demand by the corresponding industry. As an example, a dollar input in the food and beverage manufacturing industry (tobacco is not produced in Waseca County or regionally) is expected to yield approximately \$1.52 in final-demand output.

Earnings and Employment

Among these industries, all offer a 16 percent or greater increase in GDP. In other words, for every dollar invested in these top twenty industries, total county GDP increases by \$1.16 or more. A noteworthy finding in this exercise is that 9 different industries, across a diverse spectrum of employment-skill levels and service-product offerings, deliver a 20 percent or greater return on initial investment, which is quite extraordinary at the County level.

Forecasts to changes in GDP include downstream impacts on other industries and calculate an overall impact based on dollar-value input. Scenarios in which these final-demand multipliers are applied offer an estimate of the total impact across all industries in the region. The multipliers are unable to forecast the degree to which investments in one industry will affect microeconomic changes to other related industries—rather, the multiplier offers a macro perspective for the entire county. Output is the sum of intermediate and downstream change, in addition to taxes on production and imports of gross operating surplus.

Earnings and Employment

Waseca County's multipliers indicate that among the twenty most impactful industries as measured by output, all offer 16 cents or more in final earnings to the local for every dollar invested. In other words, for every dollar invested in these top twenty industries, total county earnings increase between \$.61 and \$.16. A noteworthy finding in this exercise is that three different industries, across a diverse spectrum of employment-skill levels and service-product offerings, deliver a 50 percent or greater return on initial investment.

Among these industries, all offer a 47 percent or greater increase in regional GDP. In other words, for every dollar invested in these top twenty industries, total GDP in Region Nine increases by \$1.47 or more. A noteworthy finding in this exercise is that 12 different industries, across a diverse spectrum of employment-skill levels and service-product offerings, deliver a 50 percent or greater return on initial investment.

Forecasts to changes in GDP include downstream impacts on other industries and calculate an overall impact based on dollar-value input. Scenarios in which these final-demand multipliers are applied offer an estimate of the total impact across all industries in the region. The multipliers are unable to forecast the degree to which investments in one industry will affect microeconomic changes to other related industries—rather, the multiplier offers a macro perspective for the entire region. Output is the sum of intermediate and downstream change, in addition to taxes on production and imports of gross operating surplus.

Final Employment multipliers represent the total change in number of jobs that occurs in all industries for each additional 1 million dollars of output delivered to final demand by the industry corresponding to the entry.

Economic Impact

The easiest way to measure economic impact for a finite population, such as Waseca County is to utilize GDP per capita x population. Accordingly, this report utilizes data from StatsAmerica's *Regionalizer* data tool¹, which is the preferred data-source for economic development work for projects funded by the federal Economic Development Administration.

Waseca County's aggregate GDP is therefore;

$$\text{GDP/Capita} \times \text{Total Population} = \$45,358 \times 18,968^2 = \underline{\$860,350,544}$$

With estimates for the county's GDP, it is now possible to derive estimates for expected increased economic value as measured by economic output, revenues, and employment.

Gains in annual demand output:

This would be estimated by the product of the average multipliers (limited to top 20 industries) and the County's estimated GDP. Accordingly;

$$\text{Estimated GDP} \times \text{Average multipliers} = \$860,350,544 \times 1.23 = \$1,058,231,169$$

$$\text{Change in annual demand output} = \$1,058,231,169 - 860,350,544 = \underline{\$197,880,625}$$

Hence, with a modest 5% increase in the county's productivity as a result of enhanced workforce training, opportunities for reskilling, and talent retention, the total output by would be expected to increase by nearly 200 million annually as a result of investments in the proposed Center.

Gains in annual earnings:

This would be estimated by the product of the average multipliers and the County's estimated GDP. Accordingly;

$$\text{Change in estimated GDP} \times \text{Average multipliers} = \$860,350,544 \times 0.35 = \$301,122,690$$

With a 5% increase in output, this corresponds to annual gains in earnings of;

$$\text{Gains in annual earnings} = \$301,122,690 \times .05 = \underline{\$15,056,135}$$

¹ <http://www.statsamerica.org/reg/default.aspx>

² U.S. Census (2020)

Hence, a 5% increase in the County's economic input would increase the local earnings (and tax base) by \$15 million annually.

Gains in employment:

This would be estimated by the product of the average multipliers per \$1 million and the increase in the County's GDP. Accordingly;

$$\begin{aligned} &(\text{Change in GDP}/1,000,000) \times \text{Average multipliers} = \\ &(\$197,880,625 / 1,000,000) \times 8.88 = \underline{1,583 \text{ jobs}} \end{aligned}$$

Summary

Per the RIMS-II multipliers for Waseca County and federal EDA preferred methodology, the proposed Innovation Hub would generate the following annual changes to the County economy if productivity increased by 5% as a direct result of a \$600,000 federal and local investment:

Change in County output (GDP): + \$197,880,625
Change in County earnings/tax base: + \$15,056,135
Change in County employment: + 1,583 jobs

Feel free to reach out if you have any questions regarding this study, its findings, or methodology utilized. We thank you for the careful assessments of the findings and implications.

Sincerely,



Kristian F. Braekkan, Ph.D.
Senior Regional Planner
Region Nine Development Commission
Mankato, MN 56001
(507) 351-4576
kristian@rndc.org

Appendix 1: Multipliers Utilized for Economic Impact Study

	Final-demand Output /1/ (dollars)	Final-demand Earnings /2/ (dollars)	Final-demand Employment /3/ (number of jobs)	Final-demand Value-added /4/ (dollars)
Amusement, gambling, and recreation industries	1.501	0.47	21.1011	0.862
Forestry, fishing, and related activities	1.4952	0.6726	20.6238	0.926
Transit and ground passenger transportation*	1.483	0.4773	19.062	0.6453
Social assistance	1.5908	0.5289	19.0208	0.8724
Nursing and residential care facilities	1.5085	0.5862	18.7065	0.8856
Food services and drinking places	1.5426	0.439	18.3877	0.8109
Farms	1.6727	0.3629	14.6826	0.698
Other services*	1.481	0.5298	14.3207	0.8258
Food and beverage and tobacco product manufacturing	2.3673	0.4432	12.3096	0.8168
Other transportation and support activities*	1.4883	0.5361	11.9456	0.8006
Ambulatory health care services	1.474	0.641	10.5725	0.9306
Furniture and related product manufacturing	1.4982	0.4607	10.2928	0.6037
Construction	1.578	0.5248	9.5362	0.8295
Warehousing and storage	1.5189	0.3915	8.8608	0.7287
Truck transportation	1.4903	0.4565	8.6912	0.7084
Pipeline transportation	1.5401	0.6804	8.3339	0.9956
Nonmetallic mineral product manufacturing	1.507	0.2782	6.2681	0.6914
Other transportation equipment manufacturing	1.4934	0.2918	5.8026	0.6871
Motor vehicles, bodies and trailers, and parts manufacturing	1.5196	0.2943	5.5916	0.468
Chemical manufacturing	1.5696	0.2808	5.2709	0.6574

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, DECEMBER 21, 2021

6A

CALL TO ORDER/ROLL CALL

- 1 The regular Waseca City Council meeting was called to order by Mayor Roy Srp at 7:00 p.m.

Councilmembers Present: Mayor Roy Srp Ted Conrath
John Mansfield
Jeremy Conrath Mark Christiansen
Allan Rose

Councilmembers Absent: Daren Arndt

Staff Present: Lee Mattson, City Manager
Mike Anderson, Assistant to the City Manager
Alicia Fischer, Finance Director
Nate Willey, City Engineer
Cassie Kohn, HR Director

Others Present: Jerry Schoenfeld, Resident
Brian Voss, Fire Relief Association
Ralph Castro, Conagra Plant Manager
Todd Boehne, Conagra Representative

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 Mayor Srp made a change to the December 7 minutes regarding them being held virtually, the change was noted. Motion was made by J. Conrath, seconded by Christiansen to approve the agenda as amended. Motion carried 6-0.

PUBLIC COMMENT

- 4 Mr. Schoenfeld approached the Council regarding the Conagra lagoon and the permitting process regarding such lagoons.

REQUESTS AND PRESENTATIONS

- 5 Cassie introduced herself to Council and said her first six weeks have been great.

Brian Voss presented information regarding a pension increase to an annual payment of \$5500, as well as the new By-Laws to the Council. Motion was made by J. Conrath, seconded by T. Conrath to approve the pension increase. Motion was made by J. Conrath, seconded by Mansfield to approve the By-Laws. Both motions carried 6-0.

Ralph Castro and Todd Boehne addressed the Council regarding the Conagra lagoons and the odor. They informed Council that new technology is being implemented into the new plant and

they continue to look at new methods to reduce the odor. Council thanked Conagra for their efforts.

CONSENT AGENDA

6 It was moved by J. Conrath seconded by Rose to approve the Consent Agenda as amended. Motion carried 6-0.

- A. Minutes –Regular Meeting December 7 (amended)
- B. Payroll & Expenditures
- C. Airport Hangar Lease Agreement Renewal
- D. Accepting Blain Nelson & McKenzie Hoy’s EDA Resignation
- E. Approving SCDP Partnership Agreement
- F. Resolution 21-65: Updating Electric Utility Rates
- G. RCCA: Accepting Park Bench Donation

ACTION AGENDA

- 7 A. **Adopting 2022 General Fund & Utility Budgets**
- **Resolution 21-61: Adopting 2022 Levy**
- **Resolution 21-62: Adopting 2022 Annual City Budget**

City Manager Mattson explained to Council that the two resolutions in front of them for approval were information based on previous Work Sessions and Meetings. The Council had no questions or comments regarding the 2022 Levy or 2022 City Budget

A motion was made by Christiansen, seconded by J. Conrath to approve Resolution 21-61. Motion carried 6-0.

A motion was made by Rose, seconded by Christiansen to approve Resolution 21-62. Motion carried 5-1 (Mansfield Nay).

- B. **Resolution 21-63: Adopting the 2022 EDA Levy**

The City Manager informed Council that the 2022 EDA Levy is set at \$92,604. The Council had no questions or comments regarding the 2022 EDA Levy.

A motion was made by J. Conrath, seconded by T. Conrath to approve Resolution 21-63. Motion carried 6-0.

- C. **Resolution 21-64: Amending 2021 Budget**

Finance Director informed Council that an amendment is needed based on all the expenditures the Council has approved that were not listed in the 2021 budget.

Motion was made by Christiansen, seconded by J. Conrath to approve Resolution 21-64. Motion carried 5-1 (Mansfield Nay)

- D. **Resolution 21-59: Brown Ave Project**

City Engineer Willey presented information regarding the Waseca County CSAH 2 (Brown Ave) Project. This is a project that would involve a city cost share since it is within city limits.

A motion was made by Christiansen, seconded by Rose to approve Resolution 21-59. Motion tied 3-3 (Mansfield, J. Conrath, T. Conrath Nay). Item was postponed and no further discussion was allowed. Council asked for assessment options regarding this project to be presented at a future Council meeting.

E. RCCA: Southwest MN Housing Partnership Grant Services

The City Manager informed Council that Southwest MN Housing has asked the City to approve an agreement for them to write a grant regarding the development assistance for the City owned Marketplace site.

Motion was made by Rose, seconded by J. Conrath to approve the Grant Services. Motion passed 6-0.

REPORTS

8 A. City Manager's Report

- Tentatively set February 8, 2022 as the date for a joint City/County/Lake Association meeting on Clear Lake.
- Staff are conducting an RFP for engineering services to complete a required engineering report on the Clear Lake Press Building as part of the Manufacturing Resource Center application
- Working with City Attorney regarding Right of Way permits

B. Commission Reports

EDA

- Approved to recommend no longer pursuing the West Interchange project to City Council
- Thank you to Nelson and Hoy for their service on the EDA

ANNOUNCEMENTS

9 Council – Merry Christmas & Happy New Year!

Srp – Thanked Pastor Wickersheim and the congregation for their cookie platter. Thanked all those who reached out regarding the 3 minute rule and informed everyone the Council gets paid to do the Citizens work.

10 ***A: Closed Session per M.S. 13.D.05 re: purchase or sale of real property***

B: Closed Session per: Minnesota Statutes 13.D.03 is for the purpose of conducting the City Manager's performance evaluation provisions.

(A) City Manager gave a summary regarding the purchase of real property, no formal direction was given but there might be discussion at a future Council meeting.

(B) A satisfactory review of the City Manager's performance was given and J. Conrath made a motion to approve the final step increase to an annual salary of \$139,489.93, seconded by Rose. Motion passed 6-0.

ADJOURNMENT

- 11 There being no further business to be brought before the Council, it was moved by J. Conrath, seconded by Christiansen to adjourn the meeting at 10:17 p.m.; Motion carried 6-0.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MINUTES
CITY COUNCIL WORK SESSION
TUESDAY, DECEMBER 21, 2021

The work session began at 6:00 p.m.

Councilmembers Present: Allan Rose Roy Srp
 John Mansfield
 Jeremy Conrath Mark Christiansen

Councilmember Absent: Daren Arndt

Staff Present: Lee Mattson, City Manager
 Carl Sonnenberg, Utilities/Public Works Director
 Mike Anderson, Assistant to the City Manager
 Alicia Fischer, Finance Director
 Nate Willey, City Engineer

Housing

Mr. Mattson discussed three development opportunities in the City of Waseca that we could see some movement on in 2022 & 2023. Those included:

Lewer/Gaiter Lake Property

- Southwest Minnesota Housing is still working to develop a plan for this project with a goal of completing a general plan by May.
- The level of city assistance that will be requested for this project is still unclear. Infrastructure for the project will likely exceed \$1 million.
- As previously indicated, no building over two stories and no large apartment buildings are currently envisioned for the site.

Marketplace

- Southwest Minnesota Housing Partnership is the developer.
- Ultimate build-out could include two apartment buildings with over 60 total units and separate commercial buildings.
- Initial project is a single apartment building of over 30 units.
- SWMHP is in discussions with a local investor group to determine if there is a role for them in the project.
- City involvement has been suggested by SWMHP to be the land and tax abatement. County and school tax abatement would also be sought.
- SWMHP would like the City to apply for a state grant to assist in the development of this project. There is a local (city) share requirement which should be satisfied by the land donation and tax abatement.
- SWMHP would be hired to write the grant and then would reimburse the City for the cost of writing the grant if the application were successful. Contract is on the Council agenda for \$2,500 plus expenses.
- City has an old arrangement with Xcel for the acquisition of electric service territory.

Northwest/Malterer

- Jeremy Brown is proposing a subdivision with a 55-unit apartment building, row house style rentals, and single-family housing on the Malterer property west of the Northwest Nature Area.
- Staff has previously given a rough estimate of \$500,000 to \$1,000,000 to bring water and sewer utilities to the site.
- 55-unit apartment would go first. Southeast part of the property.
- Row house style units on the southwest part of the property.
- Single family on north part of property.
- Sewer needs careful study
 - When should gravity stop and force main take over?
 - Area Trunk Main charges have been rejected by Council in the past.
- Developer will construct all improvements required in the property. Asks City to extend water/sewer to the site.
- Develop seeks Tax Increment Financing with a portion of TIF going back to the City to partially compensate for extending utilities.
- Development is in an Opportunity Zone so there is an incentive for rental property.

There being no further discussion and no action taken, the work session adjourned at 6:50 p.m.

R.D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Micah Fisher

6B

LIST OF EXPENDITURES

January 4, 2022

Lee A. Miller

City Council	0.00	
Streets	27,707.05	
Parks	10,637.01	
Wastewater	6,880.19	
Utility Administration	4,850.92	
Utility Billing	7,643.23	
Electric	14,730.49	
Water	6,760.74	
Building and Code Compliance	2,848.88	
Police	69,165.48	
Administration	7,712.85	
Community Aides	666.50	
Fire	8,531.19	
Paid On Call Fire Department	0.00	
PEG	336.32	
Election Judges	0.00	
Finance	8,652.09	
Connections	2,528.68	
Community Development	5,520.93	
Engineering	16,153.80	
Recreation	2,200.16	
Econ Development	<u>6,443.29</u>	
Total Gross Payroll	209,969.80	
*Less- Payroll Deductions	<u>(65,584.47)</u>	
Net Payroll Cost		\$ 144,385.33

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:	
December 17, 2021-January 3, 2022	
Includes check #'s157534-157564	
Bank ACH Withdrawals.....	<u>259,580.20</u>

GRAND TOTAL EXPENDITURES \$ 403,965.53

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
General Fund					
12/30/2021	157555	Quadient Finance	Postage	101-15510-0000	1,500.00
Total 101155100000:					1,500.00
12/30/2021	122142	MN Sales and Use Tax Payable	November Sales and Use Tax Payable	101-20210-0000	1.82 M
Total 101202100000:					1.82
12/29/2021	157534	Madison National Life Insurance Co., Inc	January 2022 LTD Estimate	101-21600-0000	1,083.48
Total 101216000000:					1,083.48
12/28/2021	122137	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 12/26/202	101-21701-0000	21,427.76 M
Total 101217010000:					21,427.76
12/28/2021	122133	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 12/26/2021	101-21702-0000	9,803.54 M
Total 101217020000:					9,803.54
12/28/2021	122137	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 12/26/2021	101-21703-0000	8,132.03 M
12/28/2021	122137	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 12/26/2021	101-21703-0000	8,458.01 M
Total 101217030000:					16,590.04
12/28/2021	122134	Public Employees Retirement Assn (ACH adj		101-21704-0000	.05 M
12/28/2021	122134	Public Employees Retirement Assn (ACH PERA COORD Emplr 1% Pay Period: 12/26/2021		101-21704-0000	1,351.62 M
12/28/2021	122134	Public Employees Retirement Assn (ACH PERA COORDINATED Employee Pay Period: 12/26/20		101-21704-0000	8,785.57 M
12/28/2021	122134	Public Employees Retirement Assn (ACH PERA POLICE Employee Pay Period: 12/26/2021		101-21704-0000	8,474.75 M
12/28/2021	122134	Public Employees Retirement Assn (ACH PERA COORDINATED Employer Pay Period: 12/26/20		101-21704-0000	8,785.57 M
12/28/2021	122134	Public Employees Retirement Assn (ACH PERA POLICE Employer Pay Period: 12/26/2021		101-21704-0000	12,712.13 M
Total 101217040000:					40,109.69
12/28/2021	122137	ACH Internal Revenue Service	MEDICARE Pay Period: 12/26/2021	101-21712-0000	2,886.44 M
12/28/2021	122137	ACH Internal Revenue Service	MEDICARE Pay Period: 12/26/2021	101-21712-0000	2,962.67 M
Total 101217120000:					5,849.11
12/28/2021	122138	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 12/26/2021	101-21713-0000	1,200.00 M
12/28/2021	122138	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 12/26/2021	101-21713-0000	694.00 M
Total 101217130000:					1,894.00
12/28/2021	122136	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 12/26/2021	101-21714-0000	150.00 M
12/28/2021	122136	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 12/26/2021	101-21714-0000	495.00 M
Total 101217140000:					645.00
12/30/2021	122131	Further	Flex Reimbursement	101-21716-0000	348.51 M
12/30/2021	122140	Further	Flex Reimbursement	101-21716-0000	144.37 M
12/28/2021	122139	Further	HSA Contribution Pay Period: 12/26/2021	101-21716-0000	470.18 M
Total 101217160000:					963.06

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
12/28/2021	122135	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 12/26/2021	101-21717-0000	951.53	M
Total 101217170000:					951.53	
01/03/2022	157568	Coalition of Greater MN Cities	2022 General Assessment	101-41110-4330	14,904.00	
Total 101411104330:					14,904.00	
12/30/2021	20210930	Discover Waseca Tourism	November Lodging Tax	101-41110-4440	2,184.78	
Total 101411104440:					2,184.78	
12/30/2021	157547	Fame Awards	Name Plate-Hall	101-41320-2000	9.00	
12/30/2021	20210933	Innovative Office Supply	Office supplies-HR	101-41320-2000	15.72	
Total 101413202000:					24.72	
12/30/2021	157557	Shred-it USA LLC	Monthly Service	101-41320-3100	18.00	
Total 101413203100:					18.00	
12/30/2021	20210937	Kohn, Cassandra	Continued Education	101-41320-3300	46.63	
01/03/2022	157571	Leadership Growth Groups LLC	2022 Growth Series	101-41320-3300	600.00	
Total 101413203300:					646.63	
01/03/2022	157570	ICMA	2022 Membership Renewal	101-41320-4330	1,115.92	
Total 101413204330:					1,115.92	
12/30/2021	20210919	A. H. Hermel Company	Pop for vending machine	101-41320-4945	97.83	
Total 101413204945:					97.83	
12/30/2021	122132	Further	Administrative Fee	101-41500-1600	291.55	M
Total 101415001600:					291.55	
12/30/2021	157544	City of Waseca	Petty Cash Reimbursement	101-41500-2200	28.47	
Total 101415002200:					28.47	
01/03/2022	157564	American Legal Publishing Corporation	2022 Code Renewal	101-41600-3100	495.00	
Total 101416003100:					495.00	
12/30/2021	20210933	Innovative Office Supply	Office supplies	101-41940-2000	11.05	
Total 101419402000:					11.05	
12/30/2021	157543	Cintas Corporation	First aid cabinet supplies - City Hall	101-41940-2170	63.65	
12/30/2021	157556	Red Feather Paper Company	Janitor supplies	101-41940-2170	203.77	
Total 101419402170:					267.42	
12/30/2021	20210923	Cady Business Technologies Inc	Monthly Phone Support Plan	101-41940-3100	262.62	

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
12/30/2021	157542	Cintas Corporation	Floor mat service	101-41940-3100	45.60
Total 101419403100:					308.22
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-41940-3200	181.23
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-41940-3200	132.79
Total 101419403200:					314.02
12/30/2021	157540	Centerpoint Energy	Monthly Billing	101-41940-3800	636.41
Total 101419403800:					636.41
12/30/2021	20210926	Chrz, Jared	Uniform Allowance	101-42100-2180	109.99
12/30/2021	20210932	Hartle, Courtney	Uniform Allowance	101-42100-2180	543.79
12/30/2021	20210932	Hartle, Courtney	Uniform Allowance	101-42100-2180	240.00
12/30/2021	20210940	Streicher's	Uniform - Girtler	101-42100-2180	386.97
12/30/2021	20210940	Streicher's	Uniform - Tomsche	101-42100-2180	149.98
Total 101421002180:					1,430.73
12/30/2021	157543	Cintas Corporation	First Aid - Police	101-42100-2190	38.57
Total 101421002190:					38.57
12/30/2021	157563	WatchGuard Video	Antenna Mount	101-42100-2210	75.00
Total 101421002210:					75.00
12/30/2021	157544	City of Waseca	Petty Cash Reimbursement	101-42100-2220	15.50
Total 101421002220:					15.50
12/30/2021	157542	Cintas Corporation	Floor mats	101-42100-3000	8.87
Total 101421003000:					8.87
01/03/2022	157565	Ancom Communications Inc	2022 MAINTENANCE CONTRACT	101-42100-3100	3,285.93
12/30/2021	157542	Cintas Corporation	Floor mats	101-42100-3100	8.87
01/03/2022	157572	Lexipol LLC	2022 Subscription	101-42100-3100	6,312.71
12/30/2021	157557	Shred-it USA LLC	Monthly Service	101-42100-3100	18.01
Total 101421003100:					9,625.52
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-42100-3200	181.23
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-42100-3200	390.14
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-42100-3200	39.74
Total 101421003200:					611.11
01/03/2022	157578	MSCIC	2022 Training Conference	101-42100-3300	375.00
Total 101421003300:					375.00
12/30/2021	157540	Centerpoint Energy	Monthly Billing	101-42100-3800	621.93

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101421003800:					621.93
01/03/2022	20220001	APG Media of So MN LLC	2022 subscription	101-42100-4330	38.95
01/03/2022	157573	MN Chiefs of Police Association	2022 Membership Renewal	101-42100-4330	406.00
01/03/2022	157579	South Central Drug Investigative Unit	2022 Cash Match- SCIDU	101-42100-4330	10,000.00
Total 101421004330:					10,444.95
01/03/2022	157579	South Central Drug Investigative Unit	2022 Cash Match - Tactical	101-42100-4370	1,500.00
Total 101421004370:					1,500.00
12/30/2021	20210924	Central Fire Protection Inc.	certification tags	101-42200-2160	11.25
Total 101422002160:					11.25
12/30/2021	157543	Cintas Corporation	First Aid - Fire	101-42200-2190	14.60
Total 101422002190:					14.60
01/03/2022	157565	Ancom Communications Inc	2022 MAINTENANCE CONTRACT	101-42200-3100	3,526.13
12/30/2021	157542	Cintas Corporation	Floor mats	101-42200-3100	8.88
12/30/2021	157542	Cintas Corporation	Floor mats	101-42200-3100	8.88
Total 101422003100:					3,543.89
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-42200-3200	39.74
Total 101422003200:					39.74
12/30/2021	157540	Centerpoint Energy	Monthly Billing	101-42200-3800	621.93
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-42200-3800	43.22
Total 101422003800:					665.15
01/03/2022	157572	Lexipol LLC	2022 Manuals	101-42200-4330	4,985.90
01/03/2022	157575	MN State Fire Chiefs Association	2022 Membership Renewal	101-42200-4330	400.00
01/03/2022	157576	MN State Fire Department Association	2022 Membership Renewal	101-42200-4330	375.00
01/03/2022	157577	MN Valley Regional Firefighters Assn	2022 Membership Renewal	101-42200-4330	100.00
Total 101422004330:					5,860.90
12/30/2021	20210927	City Building Inspection Services LLC	building inspections	101-42400-3000	4,040.87
Total 101424003000:					4,040.87
12/30/2021	157547	Fame Awards	Name Plate-Stangler	101-43000-2000	9.00
12/30/2021	157550	GS Direct Inc.	Paper for plotter	101-43000-2000	69.53
Total 101430002000:					78.53
12/30/2021	122141	Verizon Wireless	Monthly Verizon Data Bill	101-43000-3200	80.02 M
Total 101430003200:					80.02

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
12/30/2021	157537	Amazon	label maker	101-43100-2170	329.44
12/30/2021	157537	Amazon	Safety Glasses	101-43100-2170	122.67
12/30/2021	157539	Auto Value Waseca	Parts and supplies	101-43100-2170	49.95
12/30/2021	20210922	Bomgaars Supply	Parts & Supplies	101-43100-2170	51.93
12/30/2021	157543	Cintas Corporation	First Aid Cabinet supplies	101-43100-2170	58.76
Total 101431002170:					612.75
12/30/2021	157538	Aramark Uniform Services	uniform service	101-43100-2180	186.85
12/30/2021	157538	Aramark Uniform Services	uniform service	101-43100-2180	187.71
12/30/2021	157538	Aramark Uniform Services	uniform service	101-43100-2180	185.63
Total 101431002180:					560.19
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-43100-3200	43.22
Total 101431003200:					43.22
12/30/2021	157540	Centerpoint Energy	Monthly Billing	101-43100-3800	885.13
Total 101431003800:					885.13
12/30/2021	157535	Affordable Lawn Care Inc	2021 Snow Hauling	101-43125-3100	1,360.00
12/30/2021	20210934	James Brothers Construction Inc.	2021 Snow Hauling	101-43125-3100	1,083.75
Total 101431253100:					2,443.75
12/30/2021	20210928	Cole's Electric Inc.	Cole's Electric	101-45130-3100	156.25
12/30/2021	157562	Waseca Community Education	Community Ed Pool Fee	101-45130-3100	240.00
Total 101451303100:					396.25
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-45130-3200	226.92
Total 101451303200:					226.92
12/30/2021	157540	Centerpoint Energy	Monthly Billing	101-45130-3800	400.89
Total 101451303800:					400.89
01/03/2022	157566	ASCAP	2022 License Fee	101-45130-4330	195.00
01/03/2022	157574	MN Recreation & Park Association	2022 Membership Renewal	101-45130-4330	300.00
01/03/2022	157580	Southern MN Recreation & Park	2022 Membership renewal	101-45130-4330	15.00
Total 101451304330:					510.00
12/30/2021	157548	Fessel's Wood Recycling	Decorative Mulch - May	101-45180-4000	972.00
Total 101451804000:					972.00
12/30/2021	20210922	Bomgaars Supply	Parts & Supplies	101-45200-2170	136.14
Total 101452002170:					136.14
12/30/2021	157543	Cintas Corporation	First aid cabinet supplies	101-45200-2190	67.38

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101452002190:					67.38
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-45200-3200	36.25
Total 101452003200:					36.25
12/30/2021	157540	Centerpoint Energy	Monthly Billing	101-45200-3800	318.91
12/30/2021	157540	Centerpoint Energy	Monthly Billing	101-45200-3800	24.05
Total 101452003800:					342.96
12/30/2021	157559	The Tenth Division	Toilet Compartments	101-45200-4000	1,717.00
12/30/2021	20210941	Timm's Trucking Inc.	MWP Cabin Demo	101-45200-4000	52.02
Total 101452004000:					1,769.02
01/03/2022	157566	ASCAP	2022 License Fee	101-45200-4330	195.00
01/03/2022	157574	MN Recreation & Park Association	2022 Membership Renewal	101-45200-4330	300.00
01/03/2022	157580	Southern MN Recreation & Park	2022 Membership renewal	101-45200-4330	15.00
Total 101452004330:					510.00
12/30/2021	157540	Centerpoint Energy	Monthly Billing	101-45500-3800	557.55
12/30/2021	157546	Consolidated Communications	Monthly Billing	101-45500-3800	54.37
Total 101455003800:					611.92
12/30/2021	20210922	Bomgaars Supply	Parts & Supplies	101-45500-4000	15.99
Total 101455004000:					15.99
Total General Fund:					171,785.94
Airport					
12/30/2021	20210943	Waseca Sand & Gravel Inc.	Footing for new airport flag pole	230-49810-2170	227.60
Total 230498102170:					227.60
12/30/2021	157541	CenturyLink	Airport Phone and Internet	230-49810-3200	112.16
Total 230498103200:					112.16
12/30/2021	157540	Centerpoint Energy	Monthly Billing	230-49810-3800	50.19
Total 230498103800:					50.19
Total Airport:					389.95
Recovery Coordinator Grant					
12/29/2021	157534	Madison National Life Insurance Co., Inc	January 2022 LTD Estimate	256-21600-0000	27.76
Total 256216000000:					27.76
Total Recovery Coordinator Grant:					27.76

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Economic Development-General f					
12/29/2021	157534	Madison National Life Insurance Co., Inc	January 2022 LTD Estimate	261-21600-0000	11.88
Total 261216000000:					11.88
01/03/2022	157569	Greater Minnesota Partnership	2022 Membership Renewal	261-46700-4330	1,000.00
01/03/2022	20220003	Waseca Area Chamber of Commerce	2022 Contribution	261-46700-4330	525.00
Total 261467004330:					1,525.00
Total Economic Development-General f:					1,536.88
Safe Haven Grant					
12/29/2021	157534	Madison National Life Insurance Co., Inc	January 2022 LTD Estimate	279-21600-0000	16.24
Total 279216000000:					16.24
12/30/2021	20210933	Innovative Office Supply	office supplies - Connections	279-46350-2000	63.63
Total 279463502000:					63.63
12/30/2021	157543	Cintas Corporation	Connections - first aid	279-46350-2170	38.71
12/30/2021	157554	Northland Business Systems Inc.	Connections - Supplies	279-46350-2170	1,293.00
Total 279463502170:					1,331.71
Total Safe Haven Grant:					1,411.58
Water					
12/30/2021	122142	MN Sales and Use Tax Payable	November Sales and Use Tax Payable	601-20210-0000	1,496.24 M
Total 601202100000:					1,496.24
12/29/2021	157534	Madison National Life Insurance Co., Inc	January 2022 LTD Estimate	601-21600-0000	79.15
Total 601216000000:					79.15
12/30/2021	20210922	Bomgaars Supply	Parts & Supplies	601-49401-2230	16.98
12/30/2021	20210924	Central Fire Protection Inc.	New extinguisher for Well 1	601-49401-2230	87.25
Total 601494012230:					104.23
12/30/2021	157540	Centerpoint Energy	Monthly Billing	601-49401-3800	26.00
Total 601494013800:					26.00
12/28/2021	122137	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 12/26/2021	601-49430-0000	325.98 M
12/28/2021	122137	ACH Internal Revenue Service	MEDICARE Pay Period: 12/26/2021	601-49430-0000	76.23 M
Total 601494300000:					402.21
12/30/2021	20210922	Bomgaars Supply	Parts & Supplies	601-49430-2170	15.54
Total 601494302170:					15.54
12/30/2021	157538	Aramark Uniform Services	uniform	601-49430-2180	175.36

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
12/30/2021	157538	Aramark Uniform Services	uniforms	601-49430-2180	13.55
12/30/2021	157538	Aramark Uniform Services	Uniforms	601-49430-2180	13.55
12/30/2021	157538	Aramark Uniform Services	Uniforms	601-49430-2180	14.05
12/30/2021	157538	Aramark Uniform Services	uniform Credit	601-49430-2180	175.36-
Total 601494302180:					41.15
12/30/2021	20210922	Bomgaars Supply	Parts & Supplies	601-49430-2230	7.58
12/30/2021	20210929	Core & Main LP	Water Main Repair Supplies	601-49430-2230	4,083.52
12/30/2021	20210929	Core & Main LP	Main Repair	601-49430-2230	477.84
Total 601494302230:					4,568.94
12/30/2021	20210936	KLM Engineering Inc	Electrician	601-49430-3100	4,425.00
12/30/2021	20210942	Utility Consultants Inc	Coliform Testing	601-49430-3100	180.00
Total 601494303100:					4,605.00
12/30/2021	157546	Consolidated Communications	Monthly Billing	601-49585-3200	48.33
12/30/2021	157560	U.S. Postal Service	Postage - January utility bills	601-49585-3200	471.89
Total 601495853200:					520.22
12/30/2021	157545	City of Waseca	Summit AR	601-49585-4320	4.08
Total 601495854320:					4.08
Total Water:					11,862.76
Sanitary Sewer					
12/29/2021	157534	Madison National Life Insurance Co., Inc	January 2022 LTD Estimate	602-21600-0000	118.19
Total 602216000000:					118.19
12/30/2021	157546	Consolidated Communications	Monthly Billing	602-49470-3200	601.62
Total 602494703200:					601.62
12/30/2021	157540	Centerpoint Energy	Monthly Billing	602-49470-3800	20.94
12/30/2021	157540	Centerpoint Energy	Monthly Billing	602-49470-3800	214.16
Total 602494703800:					235.10
12/30/2021	157553	Midwest Machine Tool Supply Inc	Filters	602-49480-2210	61.32
Total 602494802210:					61.32
12/30/2021	20210924	Central Fire Protection Inc.	Fire Extinguisher Tags	602-49480-2230	3.75
Total 602494802230:					3.75
12/30/2021	157542	Cintas Corporation	Floor Mats	602-49480-3100	19.10
12/30/2021	157543	Cintas Corporation	First aid cabinet supplies	602-49480-3100	47.96
12/30/2021	20210938	M & R Electric Inc.	Electrician	602-49480-3100	68.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494803100:					135.06
12/30/2021	157546	Consolidated Communications	Monthly Billing	602-49480-3200	196.53
Total 602494803200:					196.53
12/30/2021	157540	Centerpoint Energy	Monthly Billing	602-49480-3800	3,140.28
12/30/2021	157558	SSI Crestmark MN Holding LLC	Crestmark Solar	602-49480-3800	6,429.41
12/30/2021	157561	USS MN V MT LLC	USS Bush Solar	602-49480-3800	1,419.39
Total 602494803800:					10,989.08
12/30/2021	157546	Consolidated Communications	Monthly Billing	602-49585-3200	48.33
12/30/2021	157560	U.S. Postal Service	Postage - January utility bills	602-49585-3200	471.89
Total 602495853200:					520.22
12/30/2021	157545	City of Waseca	Summit AR	602-49585-4320	7.82
Total 602495854320:					7.82
01/03/2022	157568	Coalition of Greater MN Cities	2022 Voluntary Assessment	602-49586-4330	2,249.00
Total 602495864330:					2,249.00
Total Sanitary Sewer:					15,117.69
Electric Utility					
12/30/2021	122142	MN Sales and Use Tax Payable	November Sales and Use Tax Payable	604-20210-0000	30,207.94 M
Total 604202100000:					30,207.94
12/29/2021	157534	Madison National Life Insurance Co., Inc	January 2022 LTD Estimate	604-21600-0000	139.81
Total 604216000000:					139.81
12/30/2021	20210920	Amaril Uniform Co.	Safety Clothing	604-49571-2180	347.34
Total 604495712180:					347.34
12/30/2021	157537	Amazon	safety glasses	604-49571-2190	29.10
Total 604495712190:					29.10
12/30/2021	157544	City of Waseca	Petty Cash Reimbursement	604-49585-3200	3.70
12/30/2021	157546	Consolidated Communications	Monthly Billing	604-49585-3200	90.61
12/30/2021	157546	Consolidated Communications	Monthly Billing	604-49585-3200	46.24
12/30/2021	157560	U.S. Postal Service	Postage - January utility bills	604-49585-3200	471.89
Total 604495853200:					612.44
12/30/2021	157545	City of Waseca	Summit AR	604-49585-4320	22.08
Total 604495854320:					22.08

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
01/03/2022	157567	Cannon Technologies Inc/Eaton	2022 Renewal	604-49586-3000	7,969.83
01/03/2022	20220002	Schneider Geospatial	2022 Renewal	604-49586-3000	6,120.00
Total 604495863000:					14,089.83
12/30/2021	157557	Shred-it USA LLC	Monthly Service	604-49586-3100	18.00
Total 604495863100:					18.00
12/30/2021	20210935	JT Services of MN	Conversion Supplies	604-49593-5300	607.23
Total 604495935300:					607.23
Total Electric Utility:					46,073.77
Storm Water Utility					
12/29/2021	157534	Madison National Life Insurance Co., Inc	January 2022 LTD Estimate	651-21600-0000	13.26
Total 651216000000:					13.26
12/30/2021	20210921	Barr Engineering Company	Clear & Loon Lakes Alum Dosing Analysis	651-43140-3000	2,922.00
Total 651431403000:					2,922.00
Total Storm Water Utility:					2,935.26
Central Garage Services					
12/29/2021	157534	Madison National Life Insurance Co., Inc	January 2022 LTD Estimate	701-21600-0000	35.26
Total 701216000000:					35.26
12/30/2021	157539	Auto Value Waseca	Parts and supplies	701-43180-2170	25.47
12/30/2021	20210922	Bomgaars Supply	Parts & Supplies	701-43180-2170	5.49
Total 701431802170:					30.96
12/30/2021	157536	Ag Partners Coop	motor oil / DEF=bulk	701-43180-2210	1,431.75
12/30/2021	157539	Auto Value Waseca	Parts and supplies	701-43180-2210	320.40
12/30/2021	20210925	Christensen Tire Service	Tire mount	701-43180-2210	214.50
12/30/2021	20210925	Christensen Tire Service	Tire repair	701-43180-2210	207.04
12/30/2021	157549	Fire Safety USA Inc.	LED light for 523 basket	701-43180-2210	1,711.00
12/30/2021	157551	John Deere Financial	523 LED lights & switches	701-43180-2210	330.28
12/30/2021	157551	John Deere Financial	JD mower hyd line	701-43180-2210	113.66
12/30/2021	157552	Lano Equipment Inc.	metal pless parts	701-43180-2210	649.15
12/30/2021	20210939	Pomp's Tire Service Inc	New Tires	701-43180-2210	1,076.16
12/30/2021	20210944	Ziegler Inc	grader door glass	701-43180-2210	724.32
Total 701431802210:					6,778.26
12/30/2021	157539	Auto Value Waseca	Parts and supplies	701-43180-2400	1,492.78
12/30/2021	20210922	Bomgaars Supply	Parts & Supplies	701-43180-2400	29.99
12/30/2021	20210931	GMS Industrial Supplies Inc.	drill bits	701-43180-2400	71.36
Total 701431802400:					1,594.13

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
			Total Central Garage Services:		8,438.61
			Grand Totals:		<u>259,580.20</u>

Report Criteria:

Report type: GL detail
[Report].Amount = {<>} 0

RESOLUTION NO. 22-04

**A RESOLUTION OF THE WASECA CITY COUNCIL
DESIGNATING AUTHORIZED SIGNERS FOR THE
OFFICIAL DEPOSITORIES AND
BROKERS/DEALERS FOR THE CITY OF WASECA**

WHEREAS, State Statutes require that City funds be deposited with designated financial institutions; and

WHEREAS, the City has deposited various funds or may deposit funds with these following designated financial institutions:

First National Bank	Waseca, MN
The Roundbank	Waseca, MN
United Prairie Bank	Waseca, MN
UBS Financial Services Inc.	Wayzata, MN

NOW, THEREFORE, BE IT RESOLVED that the recitals set forth above are incorporated herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Mayor and Council of the City of Waseca, that the City is authorizing the following City officials to act as authorized signers for the City’s financial institutions:

City Manager, City of Waseca, Lee Mattson
 Director of Utilities, City of Waseca, Carl Sonnenberg
 Finance Director, City of Waseca, Alicia Fischer

Adopted this 4th day of January, 2022.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

RESOLUTION NO. 22-05

**A RESOLUTION OF THE WASECA CITY COUNCIL
TO NOT WAIVE THE STATUTORY MUNICIPAL
TORT LIABILITY LIMIT FOR THE CITY OF
WASECA**

WHEREAS, the League of Minnesota Cities Insurance Trust requires their member Cities to formally waive or not waive the statutory tort liability limits to the extent of coverage purchased; and

WHEREAS, this decision must be made by the Mayor and City Council of the City,

NOW, THEREFORE, BE IT RESOLVED that the recitals set forth above are incorporated herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mayor and Council of the City of Waseca that the City DOES NOT WAIVE the monetary limits on municipal tort liability established by Minnesota Statutes 466.04 for the 2022 fiscal year.

Adopted this 4th day of January, 2022.

R. D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO CITY MANAGER

**CERTIFIED COPY OF RESOLUTIONS ADOPTED BY THE
MEMBERS OF THE WASECA CITY COUNCIL**

I HEREBY CERTIFY, that I am the duly elected Secretary and keeper of the records of the **City of Waseca**, a municipal corporation ("Recipient"), that the following is a true and correct copy of Resolutions duly and unanimously adopted by all of the members of the **Waseca City Council** of Recipient on **January 4th, 2022** all of the members being present and constituting a quorum for the transaction of business; further, that such meeting was called in compliance with all applicable laws and any other requirements of Recipient; that such Resolutions do not conflict with any laws of Recipient nor have such Resolutions been in any way altered, amended or repealed and are in full force and effect, unrevoked and unrescinded as of this day, and have been entered upon the regular Minute Book of Recipient, as of the aforementioned date, and that the members of the **Waseca City Council** of Recipient have, and at the time of adoption of such Resolutions, had full power and lawful authority to adopt such Resolutions and to confer the powers thereby granted to the officer(s) therein named who has (have) full power and lawful authority to exercise the same:

WHEREAS, Recipient has submitted an application (the "Application") for a project (the "Project") pursuant to the Workforce Housing Development Program ("Program") in order to obtain funding from the Minnesota Housing Finance Agency ("Minnesota Housing").

WHEREAS, on this **fourth** day of **January, 2022** there has been presented to the meeting of the **Waseca City Council** of Recipient a proposal for Recipient, upon selection by Minnesota Housing, to enter in to a Grant Contract/Funding Agreement pursuant to the Program in order to obtain funding from Minnesota Housing .

NOW, THEREFORE, BE IT RESOLVED, that Recipient is authorized to enter into a Grant Contract/Funding Agreement, substantially in the form as attached to these Resolutions as **Exhibit A**, pursuant to the Program in order to obtain funding from Minnesota Housing in an amount not to exceed \$_____ (the "Grant/Loan").

BE IT FURTHER RESOLVED, that Recipient is an Eligible Project Area, as defined in Minnesota Statute Section 462A.39, subdivision 2, has the legal authority to apply for financial assistance, and has the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the Project for its design life.

BE IT FURTHER RESOLVED, that Recipient certifies that it will use the Grant/Loan for qualified expenditures for the Project to serve employees of business located in the **City of Waseca** or surrounding area.

BE IT FURTHER RESOLVED, that the Grant/Loan will be matched by _____ (local unit of government, business, or nonprofit organization) with at least \$1 for every \$2 provided.

BE IT FURTHER RESOLVED, that Recipient certifies that the average vacancy rate for rental housing located in **City of Waseca** (eligible project area), and in any other city located within 15 miles or less of the boundaries of the area, has been five percent or less for at least the prior two-year period.

BE IT FURTHER RESOLVED, that the Grant/Loan will not exceed 25 percent of the Project costs.

BE IT FURTHER RESOLVED, that the **Mayor** and **City Administrator**, or their successors in office, are hereby authorized to execute the Grant Contract/Funding Agreement and such other agreements, and amendments thereto, as are necessary to implement the Project on behalf of Recipient.

BE IT FURTHER RESOLVED, that Minnesota Housing is authorized to rely on the continuing force and effect of these Resolutions until receipt by the Commissioner of Minnesota Housing at its principle office of notice in writing from Recipient of any amendment or alteration of such Resolutions.

ATTEST:

Roy Srp, Mayor

**Mike Anderson, Assistant to the City
Manager/Secretary**

Lee Mattson, City Administrator

Dated: January 4th, 2022

(Seal)



CITY OF WASECA

Title:	WASECA COUNTY CSAH NO. 2 (BROWN AVE) CONCRETE PAVEMENT REHABILITATION PROJECT (CITY PROJECT NO. 2022-08)		
Meeting Date:	January 4, 2022	Agenda Item Number:	7A
Action:	<input type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Res 22-01 (Cost Share) Res 22-02 (Amend Policy) Res 22-03 (Feasibility Report) Project Location Map Cost Participation Policy
Originating Department:	Engineering	Presented By:	City Engineer
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Actions: Discuss cost share and assessments for the Waseca County CSAH No. 2 (Brown Ave) Concrete Pavement Rehabilitation Project (City Project No. 2022-08) and adopt Resolutions as necessary.		
How does this item pertain to Vision 2030 goals?	Creating High Quality Community Assets		

BACKGROUND: In September of 2021, City staff was informed that Waseca County was planning a 2022 concrete rehabilitation project along CSAH No. 2 (Brown Avenue). Please see the attached map for details on the project location. The scope of this project primarily involves repair and replacement of the existing concrete pavement in order to extend its useful life. Required ADA sidewalk ramp improvements will also be completed. There will be no utility work associated with this project and the County will not be imposing assessments on the adjacent properties.

When County roadway projects occur within City limits, the City has taken responsibility for a portion of the project cost in accordance with the Waseca County Cost Participation Policy (attached). The City is not legally required to participate in a County project. However, a decision not to participate could jeopardize the County’s willingness to participate or cooperate with the City on future projects. Typically, the policy results in a City cost share of around 40%. In lieu of that policy, a project specific cost share percentage of 25% has been negotiated. This reduced percentage is due, in part, to the irregular City boundary along portions of this project. It was also reduced in order to limit the impact to the City’s capital improvement budget, which had already been tentatively set for 2022.

To reduce the impacts to the 2022 budget, the County has also offered the following alternative cost share option: the County would cover the full cost of the project in 2022 and wait until 2023 to invoice the City for their share. However, with this option the cost share percentage would be increased to 30%. Because it results in a lower total cost to the City, staff recommends Council approve the 25% cost share option.

Special Assessments: The City’s current Special Assessment Policy does not include concrete rehabilitation as an eligible assessment project, and also states that “No special assessments will be levied against county highway or state highway right-of-ways”. However, the City has approved and completed assessments on county roadways in the recent past (7th Ave NW in 2013 and on one block of 3rd St NE in 2019). Furthermore, the City’s Assessment Policy allows the flexibility to deviate from its requirements in unique situations.

If Council wishes to special assess the improvements, Resolution 22-02 has been prepared to amend the City’s Special Assessment Policy to allow assessments on County projects.

Project Schedule if Assessed: The County plans to open bids for the project in February. Given that timeline, the special assessment procedure would need to begin immediately with approval of Resolution 22-03 authorizing preparation of a feasibility report. The tentative dates for the other critical steps necessary to complete the special assessment procedure are shown below:

Dates	County Actions	City Actions
January 4 th		Authorize Feasibility Report
January 18 th		Present Feasibility Report/Order Public Hearing
February 1 st		Hold a Public Improvement Hearing/Order Project/Authorize Plans, Specifications, & Assessment Roll/Enter into Cost Share Agreement
February	Receive Bids	
March	Award Contract	
April/May	Begin Construction	
June/July	Final Completion	
September		Public Hearing for Assessments

The County has also stated that they will need an approved resolution detailing the City’s cost share prior to the project bid opening. Therefore, if the project is assessed, it is recommended that the cost share agreement be approved on February 1st along with the resolution ordering the improvements. If the project is not assessed, it is recommended that Resolution 22-01 authorizing the City’s cost share agreement be approved at tonight’s meeting.

BUDGET IMPACT: Because it was not made known to City staff until September, this project was not included in the original 2022 capital improvement budget. Therefore, the 2022 budget will need to be amended to include this project. The City is not seeking additional funding for this project, but will instead make adjustments to the 5-year capital improvement plan to compensate.

The County’s estimated project construction cost (delivered to city staff on November 19, 2021) is approximately \$855,000. Engineering costs are estimated at \$145,000. At 25%, the City’s total estimated cost share for this project is \$250,000. At 30%, the City’s estimated share is \$300,000.

If special assessments are approved, the commercial assessment rate of 45% would be applied to the total project cost, resulting in the entire City share being assessed to the adjacent property owners. Based on the 25% estimated City cost share, the property owners along the north side of Brown Ave would be assessed an estimated \$158,000 and the property owners along the south side of Brown Ave would be assessed an estimated \$92,000. Council does have the option to reduce or limit the final assessment totals if they so choose.

RECOMMENDATIONS: If Council wishes to assess, staff recommends the City Council adopt Resolution 22-02 amending the City’s Special Assessment Policy and Resolution 22-03 authorizing the preparation of a Feasibility Report for the Waseca County CSAH No. 2 (Brown Ave) Concrete Pavement Rehabilitation Project (City Project No. 2022-08). The cost share agreement would be approved on February 1st along with the resolution ordering the improvements.

If Council does not wish to pursue special assessments, staff recommends the City Council adopt Resolution 22-01 authorizing an agreement for a 25% City cost participation rate for the Waseca County CSAH No. 2 (Brown Ave) Concrete Pavement Rehabilitation Project (City Project No. 2022-08).

RESOLUTION NO. 22-01

**A RESOLUTION OF THE WASECA CITY COUNCIL
AUTHORIZING THE CITY COST SHARE FOR THE
WASECA COUNTY CSAH NO. 2 CONCRETE PAVEMENT REHABILITATION PROJECT
(CITY PROJECT NO. 2022-08)**

WHEREAS, Waseca County intends to complete concrete pavement rehabilitation work along County State Aid Highway (CSAH) No. 2 (Brown Avenue) in 2022 through the CSAH No. 2 Concrete Pavement Rehabilitation Project; and

WHEREAS, the City participates in a share of the cost of Waseca County highway improvement projects that are located within City limits in accordance with the current Waseca County Cost Participation Policy; and

WHEREAS, the cost participation policy allows for amendments to be made through mutual agreement; and

WHEREAS, the City of Waseca and Waseca County have agreed to a City cost participation rate for the costs related to this project.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waseca agrees to pay Waseca County twenty-five percent (25%) of the construction and engineering costs associated with the CSAH No. 2 Concrete Pavement Rehabilitation Project.

BE IT FURTHER RESOLVED, that the City Engineer of the City of Waseca is hereby authorized to approve and/or execute documentation pertaining to the project including, but not limited to, plans, specifications, change orders, contract payments, and cooperative agreements.

Adopted this 4th day of January 2022.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

RESOLUTION NO. 22-01

**A RESOLUTION OF THE WASECA CITY COUNCIL
AUTHORIZING THE CITY COST SHARE FOR THE
WASECA COUNTY CSAH NO. 2 CONCRETE PAVEMENT REHABILITATION PROJECT
(CITY PROJECT NO. 2022-08)**

WHEREAS, Waseca County intends to complete concrete pavement rehabilitation work along County State Aid Highway (CSAH) No. 2 (Brown Avenue) in 2022 through the CSAH No. 2 Concrete Pavement Rehabilitation Project; and

WHEREAS, the City participates in a share of the cost of Waseca County highway improvement projects that are located within City limits in accordance with the current Waseca County Cost Participation Policy; and

WHEREAS, the cost participation policy allows for amendments to be made through mutual agreement; and

WHEREAS, the City of Waseca and Waseca County have agreed to a City cost participation rate for the costs related to this project.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waseca agrees to pay Waseca County thirty percent (30%) of the construction and engineering costs associated with the CSAH No. 2 Concrete Pavement Rehabilitation Project.

BE IT FURTHER RESOLVED, that the City Engineer of the City of Waseca is hereby authorized to approve and/or execute documentation pertaining to the project including, but not limited to, plans, specifications, change orders, contract payments, and cooperative agreements.

Adopted this 4th day of January 2022.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

RESOLUTION NO. 22-02

**A RESOLUTION OF THE WASECA CITY COUNCIL
AMENDING THE CITY SPECIAL ASSESSMENT POLICY**

WHEREAS, the City Council wishes to impose special assessments on properties benefitting from improvements completed by Waseca County on County State Aid Highways and County Roads located within the City for which the City participates in funding through a cooperative agreement; and

WHEREAS, the City of Waseca Special Assessment Policy does not currently contain provisions allowing special assessments on County projects.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Waseca approves amending the City Special Assessment Policy to include the following under GENERAL:

Notwithstanding any other provision in this policy, the City imposes special assessments on properties benefitting by any improvements completed by Waseca County on County State Aid Highways and County Roads located within the City for which the City participates in funding through a cooperative agreement pursuant to Minn. Stat. § 162.17 to the extent of the special benefit received by such properties.

Adopted this 4th day of January 2022.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

RESOLUTION NO. 22-03

**A RESOLUTION OF THE WASECA CITY COUNCIL
AUTHORIZING PREPARATION OF A FEASIBILITY REPORT
FOR THE WASECA COUNTY CSAH NO. 2 CONCRETE PAVEMENT REHABILITATION PROJECT
(CITY PROJECT NO. 2022-08)**

WHEREAS, Waseca County intends to improve CSAH No. 2 (Brown Avenue) through concrete rehabilitation; and

WHEREAS, the City will participate in a share of the project costs and wishes to assess the benefiting properties for a portion of the total project cost pursuant to Chapter 429 of the Minnesota Statutes and the City's Special Assessment Policy.

NOW, THEREFORE, BE IT RESOLVED that the City Engineer is hereby instructed to provide a report to the City Council as to whether the proposed Waseca County CSAH No. 2 Concrete Pavement Rehabilitation Project (City Project No. 2022-08) is necessary, cost-effective, and feasible; whether it should be best made as proposed or in connection with some other improvement; and includes the estimated cost of the recommended improvements.

Adopted this 4th day of January 2022.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Project Location Map: CSAH No. 2 Concrete Pavement Rehabilitation



**WASECA COUNTY
HIGHWAY DEPARTMENT**

**COST PARTICIPATION POLICIES
APPLICABLE
TO
COOPERATIVE HIGHWAY PROJECTS
BETWEEN
WASECA COUNTY AND OTHER AGENCIES**

Adopted by the Waseca County Board of Commissioners on March 18, 2014

TABLE OF CONTENTS

	Page
PURPOSE	1
SCOPE	1
GENERAL POLICIES	1
DEFINITIONS	2 and 3
ROADWAYS	
RIGHT-OF-WAY	3
CLEARING AND GRUBBING	3
GRADING	3
BASE AND SURFACING	3
TURN LANES	4
STORM SEWER	4
SIDEWALK AND TRAILS	4
CONCRETE CURB & GUTTER.....	4
PEDESTRIAN RAMPS	4
PAVED DRIVEWAY ENTRANCES	4
MUNICIPAL UTILITY RELOCATION OR RECONSTRUCTION	4
PRIVATE UTILITY RELOCATION OR RECONSTRUCTION	4
TRAFFIC SIGNAL SYSTEMS	4 and 5
BRIDGES	5
STREET LIGHTING	5
LANDSCAPING	5
ENGINEERING	5
LUMP SUM ITEMS	5
INVOICE COMPUTATIONS	5

WASECA COUNTY

DEPARTMENT OF PUBLIC WORKS

COST PARTICIPATION POLICIES APPLICABLE TO COOPERATIVE HIGHWAY PROJECTS BETWEEN WASECA COUNTY AND OTHER AGENCIES

I. PURPOSE

To establish policies for determining the cost participation to be used by Waseca County in funding cooperative construction projects with other agencies.

II. SCOPE

The establishment of cost policy is consistent with Minnesota Statutes, Sections 162.17, 373.01, 471.59 and Amendments.

III. GENERAL POLICIES

- A. The basic premise is that the County pays for costs peculiar to County needs and municipalities pay for costs peculiar to municipal or local needs. The policy does not list every possible work item. The County Engineer will negotiate the cost participation for unlisted items on a case by case basis. This policy may not be applicable in every scenario and the cost sharing rate for any item, including those listed in this policy, may be amended through mutual agreement between the County and the cooperating agency.
- B. The County may limit its participation to items eligible for reimbursement with County State Aid Highway (CSAH) funds, notwithstanding the specific policies contained in this document. However, the County will not request CSAH funds for project costs assigned to the municipality as a result of the approved cooperative construction agreement, in order not to preclude the municipality from using its Municipal State Aid funds for those project costs.
- C. Two categories of construction projects are defined in State Aid Operations Chapter 8820. They are "reconstruction" and "reconditioning." This cost participation policy addresses both "reconstruction" and "reconditioning" projects.

IV. DEFINITIONS

Contributing Flow: A storm sewer procedure that considers that each agency participates in proportion to its share of the design discharge for each section of sewer between inflow points. This method is used by the Minnesota Office of State Aid on all projects except where federal participation is anticipated.

Cost Participation Ratio: The Cost Participation Ratio shall be based on the calculated percentages of the participating agencies contract item costs. The items generally include the following: the road section including pavement and aggregate base materials, the shoulders and parking lanes, medians, curb and gutter, subsurface roadway drainage, and sidewalks and trails. The Cost Participation Ratio is likely to change from the engineers estimate, to the bid opening, to the final contract amounts. The final Cost Participation Ratio will be based on the final contract amounts.

Example: The County share of the project's final construction costs is 50% of the total and the municipal share is the remaining 50%. The cost participation ratio for the affected work items would be 50% to the county and 50% to the municipality. This example does not include municipal utility work items. The municipal utility work items, if any, change the lump sum items cost participation ratio.

County: Waseca County.

County Engineer: The County Engineer of Waseca County or a designated representative.

Lump Sum Item Cost Participation Ratio: Several standard bid items are lump sum items. These bid items have a shared benefit to all portions of the project work. An example is mobilization. Example: There is a lump sum bid item of \$100,000 for mobilization. Municipal utility work items add \$500,000 to a \$1,500,000 reconstruction project. The cost participation ratio is 50% to each party as the final construction costs, not including municipal utility work items, are \$750,000 for each party. The \$500,000 of utility work increases the municipal share to \$1,250,000. This increases the lump sum item cost participation ratio to 62.5% for the municipality.

The municipality is responsible for \$62,500 of the \$100,000 of mobilization in this example.

Municipality: Any municipality or township within Waseca County.

Peak Discharge: A storm sewer method that considers that each agency's share is the ratio of its peak discharge through each section of sewer between inflow points to the summation of peak discharge for all agencies participating in the section of sewer between inflow points.

Permanent Traffic Signal: A traffic control signal system normally consisting of metal signal poles with mast arms, signal heads, street lights, and underground electrical systems with conduit, cable and handhole installations.

Storm Sewer: A drainage system usually consisting of one or more pipes connecting two or more catch basins. The purpose is to convey surface runoff water from the catch basins to an acceptable outlet.

Street Lighting: All components normally installed for the purpose of street illumination. This includes intersection, corridor, and trail lighting.

Standard Specifications: Minnesota Department of Transportation Standard Specification for Construction, latest edition and/or supplement thereto.

State Aid Manual: Manual published by the Minnesota Department of Transportation outlining State Aid policies and procedures.

State Aid Operations Chapter 8820: Manual published by the Minnesota Department of Transportation outlining eligible items and defining terms.

State Highway: A highway under jurisdiction of the State of Minnesota.

Trunk Line: Main conveyor of storm sewer system.

Utilities: Water, heating, electric, storm sewer, gas, sanitary, telephone, cable TV, telegraph, street lighting, fiber optics, etc.

V. ROADWAYS

The County's participation in construction projects, as defined in State Aid Operations Chapter 8820, will be as follows:

A. RIGHT-OF-WAY

1. Right-of-way, permanent roadway easement, slope easement, drainage easement and temporary construction easement for County highways will be on a case by case basis and negotiated by the County Engineer
2. The County's percentage of participation in retaining walls constructed, sometimes in lieu of additional right-of-way investments, will be on a case by case basis and negotiated by the County Engineer.
3. Right-of-way required for wetland mitigation and for surface water retention basins will be on a case by case basis and negotiated by the County Engineer.

A. CLEARING AND GRUBBING, EROSION CONTROL, AND ESTABLISHING VEGETATION - The County participation is the project Cost Participation Ratio.

B. GRADING – ROADWAY - The Municipality pays for the parking lane width defined in D.2. The County pays for the rest of the grading. The limits of the grading are the offset lines behind the curb and gutter where earthwork is removed for the placement of aggregate base.

GRADING – BEYOND THE ROADWAY – The County participation is determined by the Cost Participation Ratio. The limits of the grading are outside the offset lines behind the curb and gutter where earthwork is removed for the placement of aggregate base.

D. BASE AND SURFACING

1. The County pays for the urban roadway dimensions shown in the then current State Aid standards. The February 2013 State Aid standards are in 8820.9936. An example for the less than 10,000 ADT traffic category follows: This is with a design speed of 30 to 40 mph. This is two (eleven) foot lanes, and two (two) foot curb reaction distances. The combined lane widths and curb reaction distances are 26' in this example. The County cost participation for the curb and gutter is 100%.
2. The County participation for the parking lane width not included in the area of work previously defined in D.1. is 0%. An example is 7' of municipal parking lane. The municipal cost participation is for the 7' of parking lane pavement, aggregate base, and grading.
3. The Municipality shall be responsible for 100% of the additional costs of base and surfacing to update from a rural design to an urban design. An example is widening a road and adding curb and gutter.

- E. TURN LANES - The County participation for Turn lane Construction for a single parcel user adjacent to a county road is 0%. The County participation for turn lane construction on a county road to another public street shall be determined based on the traffic volume distribution or as mutually agreed upon.
- F. STORM SEWER -
The County's participation is based on Chapter 5.5.2 Storm Sewer Construction Part C Approved Sharing Factors and Part D Sizing and Oversizing, or the current State Aid storm sewer cost participation methodology. The County's cost participation in permanent storm water treatment facilities such as ponds and infiltration basins shall be on a prorated basis as negotiated by the County Engineer and the Municipality.
- G. SIDEWALK AND TRAILS – The County participation is 0% of the pavement, aggregate, and removal. The County may identify the sidewalk or trail in a County comprehensive parks, trails, opens space plan, or some equivalent. If such a plan identifies a sidewalk or trail the County participation shall be based on the Cost Participation Ratio.
- H. CONCRETE CURB AND GUTTER – The County participation is 100%. This includes the concrete, aggregate, earthwork, and removal.
- I. PEDESTRIAN RAMPS – The County participation is based on the Cost Participation Ratio to update pedestrian ramps that are not in compliance with current ADA standards.
- J. CONCRETE CURB AND GUTTER AND SIDEWALK FOR MEDIANS – The County participation is 100%, except for median enhancements requested by the Municipalities beyond standard construction materials, examples are colored or stamped concrete. The additional costs of enhancements that exceed the standards shall be 100% the responsibility of the party requesting the enhancement. This is the additional costs above the cost to place standard construction materials.
- K. PAVED DRIVEWAY ENTRANCES (BASE AND SURFACING) - The County participation is the project cost participation ratio. The additional costs to widen or replace a driveway with different materials or to add an additional driveway shall be 100% the responsibility of the party requesting the changes. This is the additional costs above the cost to replace in kind.
- L. MUNICIPAL UTILITY RELOCATION OR RECONSTRUCTION – The County participation is 0%.
- M. PRIVATE UTILITY RELOCATION OR RECONSTRUCTION - The County participation is 0%.

VI. TRAFFIC SIGNAL SYSTEM

The County's participation in traffic signal system projects will be as follows:

A. TRAFFIC SIGNAL SYSTEM INSTALLATIONS -

Intersection of County Highway with City Street and/or Township Road (City or Township Location).

1. The County cost participation in the installation of a traffic signal will be proportional to the number of legs that are County highways (i.e. 2 of 4 entering legs are County highways, participation equals 50%).
2. The County cost participation in the furnishing of electrical power to a traffic signal will be 0%. Electrical power to be furnished by the City or Township.

3. The County cost participation in the maintenance of a traffic signal will be proportional to the number of legs that are County highways, unless otherwise stipulated by special agreement with the Minnesota Department of Transportation or other agency.
4. The County cost participation in any subsequent revisions, modifications, or updatings of a traffic signal originally installed in accordance with the provisions of this cost participation policy, even to the extent of complete reconstruction, will be borne in the same manner as the initial installation.

VII. BRIDGES

The County's participation in bridge projects will be on a case by case basis and negotiated by the County Engineer.

VIII. STREET LIGHTING

The County will participate in street lighting items on a case by case basis and it will be negotiated by the County Engineer. The County Safety Plan will determine the eligible intersections for County cost participation.

- X. **LANDSCAPING** - The County participation is 0% for new landscape items. The County cost of existing landscape items replaced due to construction will be based on the Cost Participation Ratio. Landscape items replaced due to municipal or private utility work will be 100% the utility owner's responsibility.

XI. ENGINEERING

The County's participation in engineering includes design and contract administration costs. The municipality will reimburse the County an agreed (negotiated) percentage of the municipality's share of the contract construction cost for the Design and/or Contract Administration performed by the County. This will be on a case by case basis and negotiated by the County Engineer.

- XII. **LUMP SUM ITEMS** - The County participation is the lump sum item cost participation ratio.

XIII. INVOICE AMOUNT COMPUTATION

The cost participation ratios will originally be based on the estimated unit prices and quantities. The ratios may be updated after bids have been received and a contract is awarded. The final ratios will be updated based on final quantities and price adjustments upon completion of construction. The ratios will be calculated by the County Engineer. The County will invoice the Municipalities no more than monthly during the project's duration. Municipalities will remit payment for the invoices within 30 days of receipt.

