

WORK SESSION – 6 P.M. RE: 2020 AUDIT PRESENTATION

REGULAR WASECA CITY COUNCIL MEETING

TUESDAY, JULY 6, 2021 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. 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
N/A
6. CONSENT AGENDA
 - A. Minutes –Regular City Council Meeting & Work Session, June 15, 22
 - B. Payroll & Expenditures
 - C. Resolution 21-32: 8th St Professional Services
 - D. Approval of On/Off Sale Liquor License: The Bar on Main
 - E. Accepting the 2020 Audit
 - F. Resolution 21-33: Approving Off-Site Gambling
 - G. Approval of Contract Payments
 - H. RCCA: I&I Project Acceptance of Bids and Bid Award
7. ACTION AGENDA
 - A. Public Hearing: Public Nuisance Abatement Request
 - B. RCCA: Memorial Park Dog Park Fencing
8. REPORTS
 - A. City Manager’s Report
 - B. Commission Reports
 - Park Board
 - Fire Relief
9. ANNOUNCEMENTS
10. ADJOURNMENT

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, JUNE 15, 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 Daren Arndt
Jeremy Conrath
Allan Rose

Councilmembers absent: Mark Christiansen

Staff Present: Lee Mattson, City Manager
Mike Anderson, Assistant to the City Manager
Bill Green, Planning and Zoning Coordinator
Felix Asante, City Intern

Others Present: Robin Dulas, Fair board member
Michelle Oswald, Resident

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 City Manager Mattson added item 7G: Bonding Request to the Action Agenda. Motion was made by Arndt, seconded by Jeremy Conrath to approve the agenda as amended. Motion carried 6-0.

PUBLIC COMMENT

- 4 Robin Dulas updated the Council on what is happening at the Waseca County Fair this year and left some booklets for residents to take.

Michelle Oswald asked Council to investigate available measures regarding a nuisance property that is vacant located next to her property.

REQUESTS AND PRESENTATIONS

- 5 Lakes Association: Clear Lake Cleaning – Duane Rathman presented information regarding invasive species in Clear Lake. He stated that the Lakes Association can only clean up to 150 within the shoreline. Anything closer is up to the homeowner.

The City Manager mentioned that there is \$10,000 budgeted for Lake Cleanup in 2021. A motion was made by J. Conrath, seconded by Srp to distribute the \$10,000 to the Lakes Association. Motion carried 6-0.

CONSENT AGENDA

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

- A. Minutes –Regular City Council Meeting & Work Session June 1
- B. Payroll & Expenditures
- C. Approval of Temporary Liquor License: Waseca Ag Society & American Legion – County Fair
- D. Approving Extension of Premise request: Barden’s Bar

ACTION AGENDA

- 7A. Resolution 21-25: 2-hour parking at Bailey-Lewer House

The City Manager informed Council that a member of the Historical Society has requested three (3) 2-hour parking stalls along 2nd Ave NE.

Councilmember Mansfield suggested having it be between the hours of operation of 9am – 5pm. Council agreed.

Motion was made by J. Conrath, seconded by Mansfield to approve the 2-hour parking with the hours of 9am – 5 pm. Motion carried 6-0.

- B. Resolution 21-26: Byron Variance Request

Intern Felix Asante presented information to Council regarding the variance request which is to allow an accessory structure closer to the property line than the principal structure, along with requesting a 14-foot setback from the property line rather than the required 20 feet.

The Planning Commission held a public hearing and recommended approval of Resolution 21-26 to Council.

Motion was made by Rose, seconded by J. Conrath to approve Resolution 21-26. Motion carried 6-0.

- C. Public Hearing: Ordinance 1092

Bill Green informed Council that Ordinance 1092 is to re-zone Parcel #17.017.2400 from R-1 to B-3. This will allow for the two parcels known as the Viking Woodcraft building to all function as B-3 and be ready for future development.

A public hearing was held at 7:53 p.m. and nobody approached the Council.

Motion was made by Rose, seconded by Arndt to approve Ordinance 1092. Motion carried 6-0.

- D. Resolution 21-27: Spire Credit Union Variance

Bill Green informed Council that Spire Credit Union is requesting a variance to allow for a 5-foot side setback and a zero (0) foot rear setback. The variance would allow for non-conforming building and drive setbacks.

The Planning Commission held a public hearing and recommended approval to the Council.

Motion was made by Arndt, seconded by Rose to approve Resolution 21-27. Motion carried 6-0.

E. Public Hearing: Amending Ordinance 120, Adopting Ordinance 1068

This item has been tabled to a later date.

F. RCCA: Public Nuisance Abatement Request: Setting Public Hearing for July 6, 2021

Bill Green told Council that the City has received numerous complaints about this property and has done their due diligence with no progress being made. The next step is to set a hearing date in which the Council can approve action to enact civil remedies against the property located at 204 12th Ave SW.

Motion was made by Arndt, seconded by Rose to set the public hearing date for July 6, 2021. Motion carried 6-0.

G. Resolution 21-28: Bonding Request

City Manager Mattson said this request was to receive support from Council to allow Staff to submit a bonding request. This is to help seek funding for a future water tower.

Motion was made by Rose, seconded by J. Conrath to approve Resolution 21-28. Motion carried 6-0.

REPORTS

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

- Kudos to City Engineer Willey for securing a \$1.25 million grant for road construction in 2022
- Asked the public to be more responsible at the Water Park
- City and County continued daycare discussions
- Erik Kramer began working at the Wastewater Treatment Plant
- No Gaiter Lake update

B. **Commission Reports**

HPC

- Had award ceremonies for Preservation Month

Planning Commission

- Recommended the items on tonight's agenda
- Talked about the ATV ordinance

EDA

- Grocery store update
- Talked about Market Place for development
- Discussed the marketing website
- Made position appointments

ANNOUNCEMENTS

- 9 Arndt – Sinister Forest for 2021 has been cancelled
Mansfield – Congrats to all the 2021 graduates
J. Conrath – Fire Relief Fish Fry is June 26th
Srp – Thanked all Wasecan's for making the City great

ADJOURNMENT

- 10 There being no further business to be brought before the Council, it was moved by Arndt seconded by J. Conrath, to adjourn the meeting at 8:36 p.m.; Motion carried 6-0.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MINUTES
CITY COUNCIL WORK SESSION
TUESDAY, JUNE 15, 2021

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

Councilmembers present:	Roy Srp	Allan Rose
	Ted Conrath	John Mansfield
	Jeremy Conrath	Mark Christiansen
	Daren Arndt	

Staff present:	Lee Mattson, City Manager
	Mike Anderson, Assistant to the City Manager

Marketplace

The Work Session began at 6:00 P.M. and included the following:

City Manager discussed City owned land located between the Highschool and Walmart. The City has owned this land for around 15 years and it is time to be developed.

The suggestions for the property were Mixed Use which is a combo of commercial on the lowest floor and residential located above. Council also discussed having either or on the site, when discussion was over the Council was interested in Staff developing an RFP for future consideration.

There being no further discussion and no action taken, the work session ended at 6:55 p.m.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MINUTES
CITY COUNCIL JOINT WORK SESSION
TUESDAY, JUNE 22, 2021

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

Councilmembers present:	Roy Srp	Allan Rose
	Ted Conrath	Mark Christiansen
	Jeremy Conrath	
	Daren Arndt	

Park Board members:	Jeanne Sexton	Michelle Oswald
	Thomas Hint	Allen Judd

Staff present:	Lee Mattson, City Manager
	Mike Anderson, Assistant to the City Manager
	Brad Dushaw, Parks Superintendent
	Nate Willey, City Engineer
	Carl Sonnenberg, Utilities & PW Director

Dog Park

The Work Session began at 6:00 P.M. and included the following:

City Manager gave an introduction about the dog park and some history leading up to the meeting. He mentioned some potential funding as well as a project timeline.

Dushaw presented a site plan with amenities that will be built in Phase 1 of the dog park plans. He went into detail on how the dog park will be constructed, and answered questions from the Council and Park Board.

Genie Sexton gave a history of site selection for the dog park as well as fundraising options that are being created to assist with future toys, amenities and more.

The City Manager said staff will work to have fence quotes available for Council consideration and action at the next Regular Meeting

There being no further discussion and no action taken, the work session ended at 7:00 p.m.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Mica Foster

6B

LIST OF EXPENDITURES

July 8, 2021

Lee A. Miller

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City Council	4,250.00
Streets	54,641.01
Parks	30,319.82
Wastewater	15,966.22
Utility Administration	11,981.84
Utility Billing	17,097.56
Electric	29,781.77
Water	23,523.23
Building and Code Compliance	5,540.44
Police	128,149.03
Administration	19,727.21
Community Aides	258.00
Fire	18,927.74
Paid On Call Fire Department	3,143.35
Election Judges	0.00
Finance	18,790.96
Connections	4,850.94
Community Development	12,689.35
Engineering	32,969.98
Recreation	34,168.59
Econ Development	<u>12,560.38</u>
 Total Gross Payroll	 479,337.42
 *Less- Payroll Deductions	 <u>(156,019.57)</u>

Net Payroll Cost \$ 323,317.85

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:
June 12, 2021-July 2, 2021
Includes check #'s 156855-156940
Bank ACH Withdrawals..... 1,217,658.32

GRAND TOTAL EXPENDITURES \$ 1,540,976.17

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Cash Allocation Fund					
07/02/2021	156891	Holthus, Lee	Refund for waterpark double charge	001-10106-0000	250.00
Total 001101060000:					250.00
Total Cash Allocation Fund:					250.00
General Fund					
07/02/2021	156910	Quadient Finance	Postage	101-15510-0000	1,000.00
Total 101155100000:					1,000.00
06/16/2021	62121	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 6/13/2021	101-21701-0000	22,018.93
06/29/2021	62131	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 6/27/2021	101-21701-0000	20,540.81
Total 101217010000:					42,559.74
06/16/2021	62116	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 6/13/2021	101-21702-0000	10,087.18
06/29/2021	62127	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 6/27/2021	101-21702-0000	9,740.62
Total 101217020000:					19,827.80
06/16/2021	62121	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 6/13/2021	101-21703-0000	10,163.53
06/16/2021	62121	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 6/13/2021	101-21703-0000	10,163.53
06/29/2021	62131	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 6/27/2021	101-21703-0000	9,857.60
06/29/2021	62131	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 6/27/2021	101-21703-0000	9,857.60
Total 101217030000:					40,042.26
06/16/2021	62118	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 6/13/2021	101-21704-0000	1,460.38
06/16/2021	62118	Public Employees Retirement Assn (ACH	Adj	101-21704-0000	.02
06/16/2021	62118	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 6/13/2021	101-21704-0000	9,492.41
06/16/2021	62118	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 6/13/2021	101-21704-0000	7,772.56
06/16/2021	62118	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 6/13/2021	101-21704-0000	58.70
06/16/2021	62118	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 6/13/2021	101-21704-0000	9,492.41
06/16/2021	62118	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 6/13/2021	101-21704-0000	11,658.87
06/16/2021	62118	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 6/13/2021	101-21704-0000	58.70
06/29/2021	62128	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 6/27/2021	101-21704-0000	1,441.48
06/29/2021	62128	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 6/27/2021	101-21704-0000	9,369.48
06/29/2021	62128	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 6/27/2021	101-21704-0000	8,125.66
06/29/2021	62128	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 6/27/2021	101-21704-0000	9,369.48
06/29/2021	62128	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 6/27/2021	101-21704-0000	12,188.50
Total 101217040000:					80,488.65
06/29/2021	156858	IBEW	IBEW UNION DUES Pay Period: 6/27/2021	101-21707-0000	342.73
06/29/2021	156859	IUOE Local #70	FIRE UNION DUES Pay Period: 6/27/2021	101-21707-0000	133.78
06/29/2021	156859	IUOE Local #70	IUOE UNION DUES Pay Period: 6/27/2021	101-21707-0000	549.10
06/29/2021	156860	Law Enforcement Labor Services	POLICE UNION DUES Pay Period: 6/27/2021	101-21707-0000	762.00
Total 101217070000:					1,787.61
06/29/2021	156861	MN Life	LIFE INSURANCE MN Pay Period: 6/27/2021	101-21710-0000	1,229.25
06/29/2021	156861	MN Life	LIFE INSURANCE MN Pay Period: 6/27/2021	101-21710-0000	713.50
06/29/2021	156861	MN Life	Arik July Cobra	101-21710-0000	26.80
06/29/2021	156861	MN Life	Kramer Adj	101-21710-0000	16.50-

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
06/29/2021	156861	MN Life	Horn Adj	101-21710-0000	33.00-
06/29/2021	156861	MN Life	Bendorf Adj	101-21710-0000	33.00-
Total 101217100000:					1,887.05
06/16/2021	156855	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 6/13/2021	101-21711-0000	192.00
Total 101217110000:					192.00
06/16/2021	62121	ACH Internal Revenue Service	MEDICARE Pay Period: 6/13/2021	101-21712-0000	3,278.81
06/16/2021	62121	ACH Internal Revenue Service	MEDICARE Pay Period: 6/13/2021	101-21712-0000	3,278.81
06/29/2021	62131	ACH Internal Revenue Service	MEDICARE Pay Period: 6/27/2021	101-21712-0000	3,203.61
06/29/2021	62131	ACH Internal Revenue Service	MEDICARE Pay Period: 6/27/2021	101-21712-0000	3,203.61
Total 101217120000:					12,964.84
06/16/2021	62122	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 6/13/2021	101-21713-0000	1,165.00
06/16/2021	62122	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 6/13/2021	101-21713-0000	669.00
06/29/2021	62133	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 6/27/2021	101-21713-0000	1,165.00
06/29/2021	62133	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 6/27/2021	101-21713-0000	669.00
Total 101217130000:					3,668.00
06/16/2021	62120	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 6/13/2021	101-21714-0000	150.00
06/16/2021	62120	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 6/13/2021	101-21714-0000	2,400.00
06/29/2021	62130	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 6/27/2021	101-21714-0000	150.00
06/29/2021	62130	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 6/27/2021	101-21714-0000	2,384.00
Total 101217140000:					5,084.00
06/16/2021	62117	AFLAC	AFLAC AFTER TAX Pay Period: 5/30/2021	101-21715-0000	302.83
06/16/2021	62117	AFLAC	AFLAC AFTER TAX Pay Period: 6/13/2021	101-21715-0000	302.83
06/16/2021	62117	AFLAC	AFLAC PRE TAX Pay Period: 5/30/2021	101-21715-0000	767.93
06/16/2021	62117	AFLAC	AFLAC PRE TAX Pay Period: 6/13/2021	101-21715-0000	767.93
Total 101217150000:					2,141.52
06/30/2021	62139	Further	FSA Claim Reimbursement	101-21716-0000	509.68
07/02/2021	62126	Further	FSA Claim Reimbursement	101-21716-0000	590.67
06/16/2021	62123	Further	HSA Contribution Pay Period: 6/13/2021	101-21716-0000	470.18
06/29/2021	62135	Further	VEBA Contributions Pay Period: 6/27/2021	101-21716-0000	21,810.97
06/29/2021	62134	Further	HSA Contribution Pay Period: 6/27/2021	101-21716-0000	470.18
06/29/2021	62135	Further	HSA Contribution Pay Period: 6/27/2021	101-21716-0000	6,759.77
06/29/2021	62135	Further	Timlin July Veba	101-21716-0000	513.17
Total 101217160000:					31,124.62
06/16/2021	62119	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 6/13/2021	101-21717-0000	951.53
06/29/2021	62129	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 6/27/2021	101-21717-0000	951.53
Total 101217170000:					1,903.06
06/29/2021	62132	Delta Dental	McKay July Cobra	101-21719-0000	29.00
06/29/2021	62132	Delta Dental	DENTAL EE + SPOUSE Pay Period: 6/27/2021	101-21719-0000	356.70
06/29/2021	62132	Delta Dental	Rugger July Cobra	101-21719-0000	114.00
06/29/2021	62132	Delta Dental	DENTAL SINGLE Employee Pay Period: 6/27/2021	101-21719-0000	609.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
06/29/2021	62132	Delta Dental	Ziemke July Cobra	101-21719-0000	29.00
06/29/2021	62132	Delta Dental	DENTAL FAMILY Employee Pay Period: 6/27/2021	101-21719-0000	1,596.00
06/29/2021	62132	Delta Dental	Kramer Adj	101-21719-0000	29.00-
06/29/2021	62132	Delta Dental	Murphy Adj	101-21719-0000	59.45-
Total 101217190000:					2,645.25
06/16/2021	62124	MN Public Employees Insurance Progra	Arik June Cobra	101-21720-0000	693.34
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 5/30/2021	101-21720-0000	15,974.49
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Single Pay Period: 5/30/2021	101-21720-0000	12,826.79
06/16/2021	62124	MN Public Employees Insurance Progra	Rugger June Cobra	101-21720-0000	693.34
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Single Pay Period: 6/13/2021	101-21720-0000	13,520.13
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 5/30/2021	101-21720-0000	859.08
06/16/2021	62124	MN Public Employees Insurance Progra	Timlin June Cobra	101-21720-0000	1,901.72
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 6/13/2021	101-21720-0000	859.08
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 5/30/2021	101-21720-0000	3,436.32
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 6/13/2021	101-21720-0000	3,436.32
06/16/2021	62124	MN Public Employees Insurance Progra	Bendorf Adj	101-21720-0000	693.34-
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 5/30/2021	101-21720-0000	3,993.57
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 6/13/2021	101-21720-0000	4,373.91
06/16/2021	62124	MN Public Employees Insurance Progra	Horn Adj	101-21720-0000	1,901.72-
06/16/2021	62124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 6/13/2021	101-21720-0000	17,495.87
Total 101217200000:					77,468.90
06/29/2021	62136	VSP	VISION FAMILY Employee Pay Period: 6/27/2021	101-21722-0000	190.71
06/29/2021	62136	VSP	VISION SINGLE Employee Pay Period: 6/27/2021	101-21722-0000	81.24
06/29/2021	62136	VSP	VISION + ONE Employee Pay Period: 6/27/2021	101-21722-0000	73.38
06/29/2021	62136	VSP	Rugger July Cobra	101-21722-0000	12.23
06/29/2021	62136	VSP	Ziemke July Cobra	101-21722-0000	6.77
Total 101217220000:					364.33
07/02/2021	156894	Itron Inc	Park reservation cancellation refund	101-34785-0000	101.25
07/02/2021	156913	Real Life Church	Park Fee Reimbursement	101-34785-0000	101.25
Total 101347850000:					202.50
07/02/2021	20210452	Discover Waseca Tourism	May Lodging Tax	101-41110-4440	2,222.54
Total 101411104440:					2,222.54
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-41320-1340	68.22
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-41320-1340	12.74
Total 101413201340:					80.96
07/02/2021	20210460	Innovative Office Supply	Notary Seal	101-41320-2000	2.10
Total 101413202000:					2.10
07/02/2021	156918	Shred-it USA LLC	June Service	101-41320-3100	16.92
Total 101413203100:					16.92
07/02/2021	20210482	Waseca Area Chamber of Commerce	Employee Recognition	101-41320-4930	85.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101413204930:					85.00
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-41500-1340	73.08
Total 101415001340:					73.08
07/02/2021	20210460	Innovative Office Supply	Office Supplies-Toner Payroll Printer	101-41500-2000	361.04
Total 101415002000:					361.04
07/02/2021	20210455	Flaherty & Hood PA	May Services	101-41600-3000	112.50
07/02/2021	20210455	Flaherty & Hood PA	May Labor & Employment Services	101-41600-3000	465.00
07/02/2021	20210464	Kennedy & Kennedy Law Office	May Legal Fees	101-41600-3000	324.00
Total 101416003000:					901.50
07/02/2021	20210472	Pantheon Computer Systems Inc.	Offsite backup	101-41920-2050	1,899.00
07/02/2021	20210472	Pantheon Computer Systems Inc.	Access Point	101-41920-2050	150.00
Total 101419202050:					2,049.00
07/02/2021	20210472	Pantheon Computer Systems Inc.	July Service	101-41920-3100	6,840.46
Total 101419203100:					6,840.46
07/02/2021	20210460	Innovative Office Supply	Office Supplies	101-41940-2000	20.60
07/02/2021	20210460	Innovative Office Supply	Office Supplies	101-41940-2000	.99
Total 101419402000:					21.59
07/02/2021	20210460	Innovative Office Supply	Breakroom supplies	101-41940-2170	97.22
07/02/2021	20210460	Innovative Office Supply	Swiffer Dusters	101-41940-2170	30.19
07/02/2021	156914	Red Feather Paper Company	2 ply tissue, roll towels, can liners	101-41940-2170	93.00
07/02/2021	156914	Red Feather Paper Company	2 ply tissue, roll towels, can liners	101-41940-2170	50.66
Total 101419402170:					271.07
07/02/2021	20210442	Cady Business Technologies Inc	Monthly Phone Support Plan	101-41940-3100	262.62
07/02/2021	156876	Cintas Corporation	Floor Mats	101-41940-3100	45.53
07/02/2021	156877	Cintas Corporation	First aid cabinet supplies	101-41940-3100	132.93
Total 101419403100:					441.08
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-41940-3200	246.30
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-41940-3200	97.31
Total 101419403200:					343.61
07/02/2021	156875	Centerpoint Energy	Monthly Billing	101-41940-3800	19.36
Total 101419403800:					19.36
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-41950-1340	56.33

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101419501340:					56.33
07/02/2021	156933	Waseca County Recorder	Recordings	101-41950-3400	7.00
Total 101419503400:					7.00
07/02/2021	20210439	Berry Pallets Inc	1st Half Tax Abatement 2021	101-41950-4310	8,015.50
07/02/2021	156871	Boerboom, James & Mary Jo	1st Half Tax Abatement 2021	101-41950-4310	537.03
07/02/2021	156872	Brass, Brent	1st Half Tax Abatement 2021	101-41950-4310	537.03
07/02/2021	156873	Breithbarth, Alan & Cathy	1st Half Tax Abatement 2021	101-41950-4310	355.67
07/02/2021	156880	Cone, David	1st Half Tax Abatement 2021	101-41950-4310	86.90
07/02/2021	156882	Donahue, Todd or Kathy	1st Half Tax Abatement 2021	101-41950-4310	94.43
07/02/2021	156884	Fennert, Kristi	1st Half Tax Abatement 2021	101-41950-4310	605.54
07/02/2021	156887	Glaser, Thomas & Jean	1st Half Tax Abatement 2021	101-41950-4310	857.31
07/02/2021	156892	Huber, Larry & Luanne	1st Half Tax Abatement 2021	101-41950-4310	69.49
07/02/2021	156896	Judy Hoffman Trustee	1st Half Tax Abatement 2021	101-41950-4310	1,294.21
07/02/2021	156898	Kelly, Jeramie & Julie	1st Half Taxabatement 2021	101-41950-4310	50.99
07/02/2021	156905	Nelson, Joseph & Kristin	1st Half Tax Abatement 2021	101-41950-4310	452.97
07/02/2021	156916	Royer, Jessica	1st Half Tax Abatement 2021	101-41950-4310	852.39
07/02/2021	156922	Teders, Eric & Melanie	1st Half Tax Abatement 2021	101-41950-4310	651.29
07/02/2021	156935	Weise, Ronald	1st Half Tax Abatement 2021	101-41950-4310	69.49
07/02/2021	156936	Wenzel, Frank	1st Half Tax Abatement 2021	101-41950-4310	837.60
07/02/2021	156937	Wilker, Alan & Barbara	1st Half Tax Abatement	101-41950-4310	464.58
07/02/2021	156938	Winegar Inc.	1st Half Tax Abatement 2021	101-41950-4310	4,799.50
Total 101419504310:					20,631.92
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-42100-1340	516.21
Total 101421001340:					516.21
07/02/2021	20210459	Innovative Office Solutions LLC	office supplies-police	101-42100-2000	113.82
07/02/2021	20210460	Innovative Office Supply	office supplies-police	101-42100-2000	16.18
07/02/2021	20210460	Innovative Office Supply	office supplies-police	101-42100-2000	10.90
Total 101421002000:					140.90
07/02/2021	156930	Waseca County Highway Department	Monthly billing	101-42100-2120	1,880.33
07/02/2021	156930	Waseca County Highway Department	Monthly billing	101-42100-2120	10.00
Total 101421002120:					1,890.33
07/02/2021	20210479	Streicher's	uniform expense - initial issue	101-42100-2180	60.95
07/02/2021	20210479	Streicher's	Uniform Allowance -TS	101-42100-2180	264.99
07/02/2021	20210479	Streicher's	uniform expense - initial issue	101-42100-2180	99.96
Total 101421002180:					425.90
07/02/2021	156877	Cintas Corporation	First Aid - Police	101-42100-2190	64.04
Total 101421002190:					64.04
07/02/2021	156932	Waseca County License Bureau	Registration Police	101-42100-2220	14.25

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101421002220:					14.25
07/02/2021	20210448	Connors Plumbing & Heating Inc.	PSB hvac	101-42100-2230	194.50
07/02/2021	20210448	Connors Plumbing & Heating Inc.	PSB hvac	101-42100-2230	241.50
Total 101421002230:					436.00
07/02/2021	156876	Cintas Corporation	Floor Mats	101-42100-3100	9.37
07/02/2021	156876	Cintas Corporation	Floor mats	101-42100-3100	8.88
07/02/2021	156876	Cintas Corporation	Floor Mats	101-42100-3100	8.88
07/02/2021	20210474	Precision Chiropractic and Wellness	Drug & Alcohol Testing	101-42100-3100	246.00
07/02/2021	156918	Shred-it USA LLC	June Service	101-42100-3100	16.92
Total 101421003100:					290.05
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-42100-3200	246.30
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-42100-3200	290.68
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-42100-3200	28.78
Total 101421003200:					565.76
07/02/2021	156875	Centerpoint Energy	Monthly Billing	101-42100-3800	29.71
Total 101421003800:					29.71
07/02/2021	156874	Canine Central	2021 2nd Quarter	101-42150-3100	3,300.00
Total 101421503100:					3,300.00
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-42200-1340	64.88
Total 101422001340:					64.88
07/02/2021	20210460	Innovative Office Supply	Office Supplies	101-42200-2000	23.40
Total 101422002000:					23.40
07/02/2021	156930	Waseca County Highway Department	Monthly billing	101-42200-2120	450.42
Total 101422002120:					450.42
07/02/2021	20210443	Central Fire Protection Inc.	Fire Extg. re-charge	101-42200-2160	35.00
Total 101422002160:					35.00
07/02/2021	156886	Gall's LLC	SCBA Mask Bags	101-42200-2170	157.99
Total 101422002170:					157.99
07/02/2021	156886	Gall's LLC	Uniforms Craig	101-42200-2180	83.30
Total 101422002180:					83.30
07/02/2021	156877	Cintas Corporation	First Aid - Fire	101-42200-2190	50.37

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101422002190:					50.37
07/02/2021	20210448	Connors Plumbing & Heating Inc.	PSB hvac	101-42200-2230	194.50
07/02/2021	20210448	Connors Plumbing & Heating Inc.	PSB hvac	101-42200-2230	241.50
Total 101422002230:					436.00
07/02/2021	156876	Cintas Corporation	Floor Mats	101-42200-3100	9.37
07/02/2021	156876	Cintas Corporation	Floor mats	101-42200-3100	8.87
07/02/2021	156876	Cintas Corporation	Floor Mats	101-42200-3100	8.87
Total 101422003100:					27.11
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-42200-3200	28.78
Total 101422003200:					28.78
07/02/2021	156904	MN State Fire Chiefs Association	Annual Conference Registration	101-42200-3300	300.00
07/02/2021	156904	MN State Fire Chiefs Association	Annual Conference - Extra Banquet Ticket	101-42200-3300	40.00
07/02/2021	156904	MN State Fire Chiefs Association	Annual Conference Registration	101-42200-3300	300.00
Total 101422003300:					640.00
07/02/2021	156875	Centerpoint Energy	Monthly Billing	101-42200-3800	29.71
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-42200-3800	31.63
Total 101422003800:					61.34
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-42400-1340	24.46
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-42400-1340	7.28
Total 101424001340:					31.74
07/02/2021	20210446	City Building Inspection Services LLC	building inpsctions	101-42400-3000	9,956.39
Total 101424003000:					9,956.39
07/02/2021	20210465	Lenz Lawn Care & Landscaping Inc.	Mow/Trim 519 3rd Ave NE	101-42400-3100	65.00
Total 101424003100:					65.00
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-43000-1340	7.50
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-43000-1340	105.02
Total 101430001340:					112.52
07/02/2021	156889	GS Direct Inc.	Plotter paper	101-43000-2000	172.28
Total 101430002000:					172.28
07/02/2021	156930	Waseca County Highway Department	Monthly billing	101-43000-2120	35.85
Total 101430002120:					35.85
07/02/2021	156863	Amazon	Surveying Staking Supplies	101-43000-2170	239.95

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101430002170:					239.95
07/02/2021	72102	Verizon Wireless	Monthly Verizon Data Bill	101-43000-3200	65.03
Total 101430003200:					65.03
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-43100-1340	101.15
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-43100-1340	2.23
Total 101431001340:					103.38
07/02/2021	20210456	H & J Fuel Inc	Diesel Fuel	101-43100-2120	1,601.40
07/02/2021	20210456	H & J Fuel Inc	Diesel Fuel	101-43100-2120	2,106.48
07/02/2021	156930	Waseca County Highway Department	Monthly billing	101-43100-2120	2,986.64
07/02/2021	156930	Waseca County Highway Department	Monthly billing	101-43100-2120	208.05
Total 101431002120:					6,902.57
07/02/2021	156877	Cintas Corporation	First Aid supplies	101-43100-2170	80.84
07/02/2021	156879	Condon Farm Service	grass seed	101-43100-2170	65.95
07/02/2021	20210450	Culligan	Culligan Water	101-43100-2170	28.95
07/02/2021	20210451	Diamond Vogel Paints	screens	101-43100-2170	42.18
07/02/2021	20210457	Holtmeier Construction Inc.	crushed rock	101-43100-2170	110.39
07/02/2021	156931	Waseca County Landfill	Garbage	101-43100-2170	180.24
07/02/2021	156931	Waseca County Landfill	compost	101-43100-2170	221.50
07/02/2021	156931	Waseca County Landfill	Garbage	101-43100-2170	118.06
07/02/2021	156931	Waseca County Landfill	Brush	101-43100-2170	840.00
Total 101431002170:					1,688.11
07/02/2021	156929	W W Blacktopping Inc.	Hot Mix	101-43100-2171	318.53
07/02/2021	156929	W W Blacktopping Inc.	Hot Mix	101-43100-2171	1,270.41
Total 101431002171:					1,588.94
07/02/2021	156865	Ameripride	uniform-service	101-43100-2180	181.42
07/02/2021	156866	AmeriPride Services Inc	uniform-service	101-43100-2180	178.01
07/02/2021	156866	AmeriPride Services Inc	uniform-service	101-43100-2180	179.91
Total 101431002180:					539.34
07/02/2021	20210481	Total Tool Supply Inc.	Grease gun	101-43100-2400	197.79
Total 101431002400:					197.79
07/02/2021	156862	Affordable Lawn Care Inc	Dust control	101-43100-3100	1,105.50
Total 101431003100:					1,105.50
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-43100-3200	31.63
Total 101431003200:					31.63
07/02/2021	156875	Centerpoint Energy	Monthly Billing	101-43100-3800	12.61

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101431003800:					12.61
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-43125-1340	26.22
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-43125-1340	2.23
Total 101431251340:					28.45
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-43170-1340	5.62
Total 101431701340:					5.62
07/02/2021	20210451	Diamond Vogel Paints	Paint	101-43170-2170	3,154.80
07/02/2021	156908	Potters Industries LLC	glass beads	101-43170-2170	704.00
Total 101431702170:					3,858.80
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-43220-1340	9.37
Total 101432201340:					9.37
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-45130-1340	15.63
Total 101451301340:					15.63
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45130-2120	34.96
07/02/2021	156930	Waseca County Highway Department	Monthly billing	101-45130-2120	41.92
Total 101451302120:					76.88
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45130-2165	98.76
07/02/2021	156890	Hawkins Inc	WP Chemicals	101-45130-2165	2,650.80
Total 101451302165:					2,749.56
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45130-2170	83.50
07/02/2021	156926	USA Blue Book	Lab Supplies	101-45130-2170	46.23
Total 101451302170:					129.73
07/02/2021	20210436	A. H. Hermel Company	Janitorial Supplies	101-45130-2175	133.34
07/02/2021	20210436	A. H. Hermel Company	WP Janitorial Supplies	101-45130-2175	151.26
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45130-2175	14.97
07/02/2021	156914	Red Feather Paper Company	WP Janitorial Supplies	101-45130-2175	92.04
07/02/2021	156926	USA Blue Book	Chemical Gloves	101-45130-2175	365.94
Total 101451302175:					757.55
07/02/2021	156926	USA Blue Book	Uniforms	101-45130-2180	107.65
Total 101451302180:					107.65
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45130-2190	44.96
Total 101451302190:					44.96

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45130-2210	119.45
07/02/2021	20210441	Border States Electric Supply	Switch	101-45130-2210	60.03
07/02/2021	20210458	IFACS	Wire rope & Sleeves	101-45130-2210	76.50
Total 101451302210:					255.98
07/02/2021	20210436	A. H. Hermel Company	WP Concession	101-45130-2500	2,129.61
07/02/2021	20210436	A. H. Hermel Company	WP Concession	101-45130-2500	158.86
07/02/2021	20210436	A. H. Hermel Company	WP Concession	101-45130-2500	3,367.96
07/02/2021	20210436	A. H. Hermel Company	WP	101-45130-2500	11.35
07/02/2021	20210436	A. H. Hermel Company	WP Concession	101-45130-2500	634.37
07/02/2021	20210436	A. H. Hermel Company	WP Con	101-45130-2500	1,188.52
07/02/2021	20210436	A. H. Hermel Company	Hermel Credit	101-45130-2500	290.31-
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45130-2500	13.96
07/02/2021	156899	Lau's Meat Market	WP hotdogs	101-45130-2500	67.90
Total 101451302500:					7,282.22
07/02/2021	156864	American Red Cross-Training Services	Lifeguard Certification	101-45130-3000	160.00
07/02/2021	20210450	Culligan	Culligan	101-45130-3000	67.25
Total 101451303000:					227.25
07/02/2021	20210447	Cole's Electric Inc.	Cole's Electric	101-45130-3100	362.73
07/02/2021	20210471	Olympic Fire Protection Corp.	Waterpark sprinkler inspection	101-45130-3100	125.00
Total 101451303100:					487.73
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-45130-3200	173.83
Total 101451303200:					173.83
07/02/2021	156875	Centerpoint Energy	Monthly Billing	101-45130-3800	897.50
Total 101451303800:					897.50
07/02/2021	20210448	Connors Plumbing & Heating Inc.	Connors	101-45130-4000	1,669.00
07/02/2021	20210483	Waseca Sand & Gravel Inc.	Concrete	101-45130-4000	696.00
Total 101451304000:					2,365.00
07/02/2021	156902	MN Department of Health	2021 Statewide Hospitality Fee	101-45130-4500	40.00
Total 101451304500:					40.00
07/02/2021	20210436	A. H. Hermel Company	TLCF Concession	101-45180-2500	533.56
07/02/2021	20210436	A. H. Hermel Company	TLCF Concession	101-45180-2500	102.24
07/02/2021	20210436	A. H. Hermel Company	TLCF Concession	101-45180-2500	112.09
07/02/2021	20210436	A. H. Hermel Company	TLCF Concession	101-45180-2500	46.48
07/02/2021	20210436	A. H. Hermel Company	Hermel Credit	101-45180-2500	59.76-
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45180-2500	13.96
Total 101451802500:					748.57
07/02/2021	20210462	Javens Mechanical Contracting Co.	Irrigation PVB Replace - TLCF	101-45180-4000	641.37
07/02/2021	20210465	Lenz Lawn Care & Landscaping Inc.	TLCF Irrigation Repairs	101-45180-4000	527.54

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
07/02/2021	20210465	Lenz Lawn Care & Landscaping Inc.	TLCF Irrigation Repairs	101-45180-4000	527.57
07/02/2021	20210465	Lenz Lawn Care & Landscaping Inc.	TLCF Irrigation Repairs	101-45180-4000	70.00
07/02/2021	156934	Waseca Floral	TLCF Flowers	101-45180-4000	240.75
Total 101451804000:					2,007.23
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-45200-1340	94.50
06/29/2021	62137	Reliance Standard	July LTD Insurance	101-45200-1340	3.91
Total 101452001340:					98.41
07/02/2021	156930	Waseca County Highway Department	Monthly billing	101-45200-2120	529.81
Total 101452002120:					529.81
07/02/2021	20210450	Culligan	Parks Dept Water	101-45200-2170	24.00
07/02/2021	156931	Waseca County Landfill	Top Soil - Compost	101-45200-2170	252.25
07/02/2021	156931	Waseca County Landfill	Top Soil - Compost	101-45200-2170	287.00
07/02/2021	156934	Waseca Floral	Park Flowers & Plants	101-45200-2170	648.60
07/02/2021	156934	Waseca Floral	Park Flowers & Plants	101-45200-2170	33.89
Total 101452002170:					1,245.74
07/02/2021	20210478	Spies, Loy	Uniform Allowance-Spies	101-45200-2180	215.28
Total 101452002180:					215.28
07/02/2021	156877	Cintas Corporation	First aid cabinet supplies	101-45200-2190	87.38
Total 101452002190:					87.38
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45200-2210	19.74
07/02/2021	156895	John Deere Financial	Parts	101-45200-2210	73.30
07/02/2021	20210470	MTI Distributing Inc.	Toro Parts	101-45200-2210	365.34
07/02/2021	20210470	MTI Distributing Inc.	Toro Parts & Supplies	101-45200-2210	47.94
Total 101452002210:					506.32
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	101-45200-2230	139.51
07/02/2021	156909	Premier Polysteel-ADA Enterprises Inc	Park Garbage Receptacles	101-45200-2230	942.00
Total 101452002230:					1,081.51
07/02/2021	20210470	MTI Distributing Inc.	Toro Filter Parts	101-45200-2240	57.88
Total 101452002240:					57.88
07/02/2021	156863	Amazon	Filter Air Comb	101-45200-2400	61.78
Total 101452002400:					61.78
07/02/2021	156867	Apex Envirocare Ltd	MWP Cabins - Asbestos Shingle Inspections	101-45200-3100	305.50
07/02/2021	20210474	Precision Chiropractic and Wellness	Drug & Alcohol Testing	101-45200-3100	125.00
Total 101452003100:					430.50

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-45200-3200	25.92
Total 101452003200:					25.92
07/02/2021	156875	Centerpoint Energy	Monthly Billing	101-45200-3800	10.98
07/02/2021	156875	Centerpoint Energy	Monthly Billing	101-45200-3800	8.74
Total 101452003800:					19.72
07/02/2021	156885	Ferguson Enterprises Inc	NE Park Sink Replace - Vandalism	101-45200-4000	92.48
07/02/2021	20210462	Javens Mechanical Contracting Co.	Irrigation PVB Replace - Emerson Park	101-45200-4000	641.37
07/02/2021	20210465	Lenz Lawn Care & Landscaping Inc.	Emerson Park - Irrigation Repairs	101-45200-4000	75.00
07/02/2021	156911	Rainbow Treecare	EAB Starter Kit & Chemicals	101-45200-4000	2,799.00
Total 101452004000:					3,607.85
07/02/2021	20210470	MTI Distributing Inc.	Toro Service Tech	101-45200-4040	512.50
Total 101452004040:					512.50
07/02/2021	156915	Rent 'N' Save Portable Services	May Park - Portable Toilets	101-45200-4100	382.00
07/02/2021	156915	Rent 'N' Save Portable Services	June Parks - Portable Toilets	101-45200-4100	479.65
Total 101452004100:					861.65
07/02/2021	20210450	Culligan	RO Lease	101-45500-3100	228.45
Total 101455003100:					228.45
07/02/2021	156875	Centerpoint Energy	Monthly Billing	101-45500-3800	22.12-
07/02/2021	156881	Consolidated Communications	Monthly Billing	101-45500-3800	73.89
Total 101455003800:					51.77
Total General Fund:					424,249.04
Charter Oaks-TIF					
07/02/2021	156907	Park Manor at Academy Village LLP	1st Half TIF Payment 2021	222-46650-4300	5,884.54
Total 222466504300:					5,884.54
Total Charter Oaks-TIF:					5,884.54
TIF District 27					
07/02/2021	156939	Worke Fox Meadows LLC	1st Half TIF Payment 2021	227-46650-4300	8,555.18
Total 227466504300:					8,555.18
Total TIF District 27:					8,555.18
Airport					
07/02/2021	72103	CenturyLink	Airport Phone and Internet	230-49810-3200	113.06
Total 230498103200:					113.06
07/02/2021	156875	Centerpoint Energy	Monthly Billing	230-49810-3800	8.92

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
07/02/2021	72104	Xcel Energy	Airport May Service	230-49810-3800	164.67
07/02/2021	72101	Xcel Energy	Airport May Service	230-49810-3800	230.55
Total 230498103800:					404.14
Total Airport:					517.20
Recovery Coordinator Grant					
06/29/2021	62137	Reliance Standard	July LTD Insurance	256-46500-1340	29.61
Total 256465001340:					29.61
07/02/2021	20210455	Flaherty & Hood PA	May Services	256-46500-3000	412.50
Total 256465003000:					412.50
Total Recovery Coordinator Grant:					442.11
Economic Development-General f					
06/29/2021	62137	Reliance Standard	July LTD Insurance	261-46700-1340	12.75
Total 261467001340:					12.75
07/02/2021	20210455	Flaherty & Hood PA	May Services	261-46700-3000	37.50
Total 261467003000:					37.50
07/02/2021	156933	Waseca County Recorder	Record Ward House Loan	261-46700-3100	46.00
Total 261467003100:					46.00
07/02/2021	156883	EsseX Capital LLC	Annual Membership Dues	261-46700-4330	2,500.00
Total 261467004330:					2,500.00
Total Economic Development-General f:					2,596.25
Safe Haven Grant					
06/29/2021	62137	Reliance Standard	July LTD Insurance	279-46350-1340	18.05
Total 279463501340:					18.05
07/02/2021	20210460	Innovative Office Supply	Office Supplies	279-46350-2000	192.70
Total 279463502000:					192.70
07/02/2021	156877	Cintas Corporation	First Aid - Connections	279-46350-2170	38.08
Total 279463502170:					38.08
Total Safe Haven Grant:					248.83
Capital Improvement					
07/02/2021	20210455	Flaherty & Hood PA	May Services	430-43010-3000	300.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 430430103000:					300.00
07/02/2021	20210444	Century Fence Company	Water Park Fence	430-43010-5260	1,700.00
Total 430430105260:					1,700.00
07/02/2021	156925	Ulland Brothers Inc	Safe Routes to School Payment No. 2	430-43010-5430	26,235.13
Total 430430105430:					26,235.13
07/02/2021	20210461	James Brothers Construction Inc.	26th Ave NE construction payment 1	430-43010-5560	182,079.14
07/02/2021	156903	MN Department of Transportation	Materials Testing	430-43010-5560	425.27
Total 430430105560:					182,504.41
07/02/2021	20210467	Malo Roofing Inc.	City Hall Roof-final payment	430-43010-5770	2,959.45
Total 430430105770:					2,959.45
Total Capital Improvement:					213,698.99
Water					
06/30/2021	62125	MN Sales and Use Tax Payable	Sales Tax Payable	601-20210-0000	2,508.60
Total 601202100000:					2,508.60
07/02/2021	156890	Hawkins Inc	City Wells Chemicals	601-49401-2170	7,772.93
07/02/2021	156890	Hawkins Inc	BEF Chemical Well 4	601-49401-2170	2,948.29
Total 601494012170:					10,721.22
07/02/2021	156875	Centerpoint Energy	Monthly Billing	601-49401-3800	2.58
Total 601494013800:					2.58
06/29/2021	62137	Reliance Standard	July LTD Insurance	601-49430-1340	26.96
06/29/2021	62137	Reliance Standard	July LTD Insurance	601-49430-1340	27.31
Total 601494301340:					54.27
07/02/2021	156930	Waseca County Highway Department	Monthly billing	601-49430-2120	361.28
Total 601494302120:					361.28
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	601-49430-2170	5.49
Total 601494302170:					5.49
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	601-49430-2230	11.92
07/02/2021	156917	Sherwin-Williams Co	fire hydrant paint	601-49430-2230	59.09
07/02/2021	156917	Sherwin-Williams Co	fire hydrant paint	601-49430-2230	59.09
07/02/2021	156931	Waseca County Landfill	Water Main Repair	601-49430-2230	222.00
Total 601494302230:					352.10

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
07/02/2021	156865	Ameripride	uniform service	601-49430-3100	83.62
07/02/2021	156866	AmeriPride Services Inc	uniform service	601-49430-3100	17.25
07/02/2021	156866	AmeriPride Services Inc	uniform service	601-49430-3100	17.25
07/02/2021	20210462	Javens Mechanical Contracting Co.	Backflow Testing	601-49430-3100	4,109.54
07/02/2021	20210465	Lenz Lawn Care & Landscaping Inc.	Temp water RPZ testing	601-49430-3100	220.00
07/02/2021	156919	Sportsman Stop	Meter Calibration	601-49430-3100	10.21
Total 601494303100:					4,457.87
07/02/2021	156929	W W Blacktopping Inc.	Hot Mix	601-49430-4000	2,069.65
07/02/2021	20210483	Waseca Sand & Gravel Inc.	Water Main Repiar	601-49430-4000	425.00
Total 601494304000:					2,494.65
07/02/2021	20210460	Innovative Office Supply	Office Supplies	601-49585-2000	76.53
07/02/2021	20210460	Innovative Office Supply	Office supplies	601-49585-2000	.94
07/02/2021	20210460	Innovative Office Supply	Office Supplies	601-49585-2000	2.95
Total 601495852000:					80.42
07/02/2021	156881	Consolidated Communications	Monthly Billing	601-49585-3200	65.68
07/02/2021	156924	U.S. Postal Service	Postage - July utility bills	601-49585-3200	443.83
Total 601495853200:					509.51
07/02/2021	20210473	Personalized Printing Inc.	Utility receipts	601-49585-3500	54.43
Total 601495853500:					54.43
07/02/2021	156878	City of Waseca	Collection fees	601-49585-4320	6.30
Total 601495854320:					6.30
06/29/2021	62137	Reliance Standard	July LTD Insurance	601-49586-1340	5.16
06/29/2021	62137	Reliance Standard	July LTD Insurance	601-49586-1340	2.94
06/29/2021	62137	Reliance Standard	July LTD Insurance	601-49586-1340	14.22
Total 601495861340:					22.32
07/02/2021	20210455	Flaherty & Hood PA	May Services	601-49586-3000	153.75
Total 601495863000:					153.75
07/02/2021	20210472	Pantheon Computer Systems Inc.	July Service	601-49586-4950	977.21
Total 601495864950:					977.21
07/02/2021	20210449	Core & Main LP	Curb Box Covers	601-49593-5300	443.05
07/02/2021	20210449	Core & Main LP	Hydrant Supplies	601-49593-5300	541.46
07/02/2021	20210449	Core & Main LP	Valve Parts	601-49593-5300	686.34
07/02/2021	156888	GM Contracting Inc	Brown Ave water main construction	601-49593-5300	112,387.76
07/02/2021	156912	RAW Construction LLC	S State St water main phase 2 construction	601-49593-5300	152,204.73
07/02/2021	156933	Waseca County Recorder	Easement Recording	601-49593-5300	46.00
07/02/2021	156940	Xcel Energy	Brown Avenue Water Main Encroachment Application	601-49593-5300	500.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601495935300:					266,809.34
Total Water:					289,571.34
Sanitary Sewer					
06/29/2021	62137	Reliance Standard	July LTD Insurance	602-49470-1340	33.72
06/29/2021	62137	Reliance Standard	July LTD Insurance	602-49470-1340	2.23
Total 602494701340:					35.95
07/02/2021	20210447	Cole's Electric Inc.	Electrician	602-49470-3100	112.50
Total 602494703100:					112.50
07/02/2021	156881	Consolidated Communications	Monthly Billing	602-49470-3200	480.10
Total 602494703200:					480.10
07/02/2021	156875	Centerpoint Energy	Monthly Billing	602-49470-3800	17.16
07/02/2021	156875	Centerpoint Energy	Monthly Billing	602-49470-3800	22.81
Total 602494703800:					39.97
07/02/2021	156929	W W Blacktopping Inc.	hot mix	602-49470-4000	426.12
Total 602494704000:					426.12
06/29/2021	62137	Reliance Standard	July LTD Insurance	602-49480-1340	80.89
Total 602494801340:					80.89
07/02/2021	156926	USA Blue Book	Lab Supplies	602-49480-2170	312.66
07/02/2021	156926	USA Blue Book	Lab Supplies	602-49480-2170	276.15
Total 602494802170:					588.81
07/02/2021	156928	Viking Industrial Center	Respirator	602-49480-2190	524.74
Total 602494802190:					524.74
07/02/2021	156876	Cintas Corporation	Cintas	602-49480-3100	19.10
07/02/2021	156876	Cintas Corporation	Janitorial Supplies	602-49480-3100	19.10
07/02/2021	156877	Cintas Corporation	Cintas	602-49480-3100	62.71
07/02/2021	20210454	Fireline Sprinkler LLC	Annual Fire Sprinkler Inspection	602-49480-3100	480.00
07/02/2021	20210466	M & R Electric Inc.	Electrician	602-49480-3100	164.75
07/02/2021	20210466	M & R Electric Inc.	Electrician	602-49480-3100	297.50
07/02/2021	20210466	M & R Electric Inc.	Electrician	602-49480-3100	153.10
07/02/2021	20210469	MN Valley Testing Labs Inc.	Permit Testing	602-49480-3100	1,665.95
07/02/2021	20210477	Southern MN Inspection Co. LLC	Safety Inspections	602-49480-3100	910.80
Total 602494803100:					3,773.01
07/02/2021	156881	Consolidated Communications	Monthly Billing	602-49480-3200	171.94

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494803200:					171.94
07/02/2021	156875	Centerpoint Energy	Monthly Billing	602-49480-3800	241.70
07/02/2021	156920	SSI Crestmark MN Holding LLC	USS Solar	602-49480-3800	15,782.94
07/02/2021	156927	USS MN V MT LLC	USS Bush Solar	602-49480-3800	3,485.07
Total 602494803800:					19,509.71
07/02/2021	156869	Automatic Systems Company	SCADA Repairs	602-49480-4000	1,770.25
07/02/2021	156870	Barnum Gate Services Inc	Barnum Gate	602-49480-4000	1,440.00
07/02/2021	20210461	James Brothers Construction Inc.	Water Main Repair WWTP	602-49480-4000	1,132.30
Total 602494804000:					4,342.55
06/29/2021	62137	Reliance Standard	July LTD Insurance	602-49585-1340	27.92
06/29/2021	62137	Reliance Standard	July LTD Insurance	602-49585-1340	27.92
Total 602495851340:					55.84
07/02/2021	20210460	Innovative Office Supply	Office Supplies	602-49585-2000	13.82
07/02/2021	20210460	Innovative Office Supply	Office supplies	602-49585-2000	.94
07/02/2021	20210460	Innovative Office Supply	Office Supplies	602-49585-2000	2.95
Total 602495852000:					17.71
07/02/2021	156881	Consolidated Communications	Monthly Billing	602-49585-3200	65.68
07/02/2021	156924	U.S. Postal Service	Postage - July utility bills	602-49585-3200	443.84
Total 602495853200:					509.52
07/02/2021	20210473	Personalized Printing Inc.	Utility receipts	602-49585-3500	54.44
Total 602495853500:					54.44
07/02/2021	156878	City of Waseca	Collection fees	602-49585-4320	12.08
Total 602495854320:					12.08
06/29/2021	62137	Reliance Standard	July LTD Insurance	602-49586-1340	5.16
06/29/2021	62137	Reliance Standard	July LTD Insurance	602-49586-1340	2.94
06/29/2021	62137	Reliance Standard	July LTD Insurance	602-49586-1340	14.22
Total 602495861340:					22.32
07/02/2021	20210472	Pantheon Computer Systems Inc.	WWTP Internet Bridge change	602-49586-2050	939.94
Total 602495862050:					939.94
07/02/2021	20210455	Flaherty & Hood PA	May Services	602-49586-3000	1,550.00
07/02/2021	20210474	Precision Chiropractic and Wellness	Drug & Alcohol Testing	602-49586-3000	80.00
Total 602495863000:					1,630.00
07/02/2021	20210472	Pantheon Computer Systems Inc.	July Service	602-49586-4950	977.20

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602495864950:					977.20
07/02/2021	156897	K Turbo USA Inc	Turbo Blower Repairs	602-49593-5400	14,512.00
Total 602495935400:					14,512.00
Total Sanitary Sewer:					48,817.34
Electric Utility					
06/30/2021	62125	MN Sales and Use Tax Payable	Sales Tax Payable	604-20210-0000	45,711.40
06/30/2021	62150	MN Sales and Use Tax Payable	June's Estimated payment	604-20210-0000	42,193.00
Total 604202100000:					87,904.40
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49570-1340	3.45
Total 604495701340:					3.45
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49571-1340	76.08
Total 604495711340:					76.08
07/02/2021	156930	Waseca County Highway Department	Monthly billing	604-49571-2120	652.09
Total 604495712120:					652.09
07/02/2021	156863	Amazon	shop supplies	604-49571-2170	29.99
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	604-49571-2170	64.31
Total 604495712170:					94.30
07/02/2021	156863	Amazon	cord for meter testing	604-49571-2215	18.86
Total 604495712215:					18.86
07/02/2021	20210437	Accurate Calibration Services	Meter Test Board Calibration	604-49571-3100	1,200.00
07/02/2021	20210465	Lenz Lawn Care & Landscaping Inc.	Weed Spraying	604-49571-3100	105.00
Total 604495713100:					1,305.00
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49572-1340	7.65
Total 604495721340:					7.65
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49573-1340	13.79
Total 604495731340:					13.79
07/02/2021	20210453	Ditch Witch of Minnesota	drill rig supplies	604-49573-4000	504.38
07/02/2021	20210453	Ditch Witch of Minnesota	drill rig supplies	604-49573-4000	800.82
Total 604495734000:					1,305.20
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49574-1340	3.88

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495741340:					3.88
07/02/2021	20210463	JT Services of MN	Street Lights	604-49574-2230	2,342.42
Total 604495742230:					2,342.42
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49584-1340	2.91
Total 604495841340:					2.91
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49585-1340	28.11
Total 604495851340:					28.11
07/02/2021	20210460	Innovative Office Supply	Office Supplies	604-49585-2000	13.81
07/02/2021	20210460	Innovative Office Supply	Office supplies	604-49585-2000	.95
07/02/2021	20210460	Innovative Office Supply	Office Supplies	604-49585-2000	2.96
Total 604495852000:					17.72
07/02/2021	156881	Consolidated Communications	Monthly Billing	604-49585-3200	123.16
07/02/2021	156881	Consolidated Communications	Monthly Billing	604-49585-3200	34.65
07/02/2021	156924	U.S. Postal Service	Postage - July utility bills	604-49585-3200	443.83
Total 604495853200:					601.64
07/02/2021	20210473	Personalized Printing Inc.	Utility receipts	604-49585-3500	54.43
Total 604495853500:					54.43
07/02/2021	156878	City of Waseca	Collection fees	604-49585-4320	34.12
Total 604495854320:					34.12
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49586-1340	4.17
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49586-1340	5.63
06/29/2021	62137	Reliance Standard	July LTD Insurance	604-49586-1340	14.65
Total 604495861340:					24.45
07/02/2021	20210438	Barr Engineering Company	Solar Rules	604-49586-3000	1,128.00
07/02/2021	156901	McGrann Shea Carnival Straughn & Lam	Attorney - Service Territory	604-49586-3000	370.00
Total 604495863000:					1,498.00
07/02/2021	156918	Shred-it USA LLC	June Service	604-49586-3100	16.92
Total 604495863100:					16.92
07/02/2021	20210468	MN Pollution Control Agency	2017 Hazardous Waste	604-49586-4330	840.47
Total 604495864330:					840.47
07/02/2021	20210472	Pantheon Computer Systems Inc.	July Service	604-49586-4950	977.21

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495864950:					977.21
07/02/2021	20210441	Border States Electric Supply	Conductors	604-49593-5300	23,194.29
07/02/2021	20210441	Border States Electric Supply	conversion supplies	604-49593-5300	197.04
07/02/2021	20210463	JT Services of MN	secondary pedestal connectors	604-49593-5300	85.60
07/02/2021	20210472	Pantheon Computer Systems Inc.	SCADA Computer	604-49593-5300	1,427.99
Total 604495935300:					24,904.92
Total Electric Utility:					122,728.02
Storm Water Utility					
06/29/2021	62137	Reliance Standard	July LTD Insurance	651-43140-1340	11.24
Total 651431401340:					11.24
07/02/2021	156885	Ferguson Enterprises Inc	1st National Bank drain connection	651-43140-2170	973.47
Total 651431402170:					973.47
06/22/2021	156857	MN Dept of Transportation	Construction Agreement Hwy 13 Signal Project	651-43140-4000	25,204.11
Total 651431404000:					25,204.11
06/29/2021	62137	Reliance Standard	July LTD Insurance	651-49585-1340	4.42
Total 651495851340:					4.42
Total Storm Water Utility:					26,193.24
Central Garage Services					
06/29/2021	62137	Reliance Standard	July LTD Insurance	701-43180-1340	37.87
Total 701431801340:					37.87
07/02/2021	156930	Waseca County Highway Department	Monthly billing	701-43180-2120	49.81
Total 701431802120:					49.81
07/02/2021	156868	Auto Value Waseca	Parts and supplies	701-43180-2170	17.99
07/02/2021	20210440	Bomgaars Supply	Parts & Supplies	701-43180-2170	17.54
Total 701431802170:					35.53
07/02/2021	156868	Auto Value Waseca	Parts and supplies	701-43180-2210	670.93
07/02/2021	20210445	Christensen Tire Service	Unit #20 w/o #14303	701-43180-2210	74.50
07/02/2021	20210445	Christensen Tire Service	Unit #27 w/o #14454	701-43180-2210	69.52
07/02/2021	156893	Interstate Battery Systems	Battery Rebuild	701-43180-2210	219.80
07/02/2021	156895	John Deere Financial	Antenna	701-43180-2210	124.38
07/02/2021	20210475	Sanco Equipment LLC	Filters	701-43180-2210	109.28
07/02/2021	20210476	Smiths Mill Implement Inc.	Blade for mower	701-43180-2210	34.44
07/02/2021	156923	The Shop	Truck repairs	701-43180-2210	250.00
Total 701431802210:					1,552.85

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
07/02/2021	20210480	Tool Sales Company	Tools	701-43180-2400	230.00
Total 701431802400:					230.00
Total Central Garage Services:					1,906.06
Property and Liability Insuran					
06/22/2021	156856	League of MN Cities Insurance Trust	3rd Qtr Liability	702-49955-3610	10,121.00
07/02/2021	156921	Suburban Furniture Inc.	Carpet Basement Conference Room	702-49955-3610	8,255.00
Total 702499553610:					18,376.00
06/22/2021	156856	League of MN Cities Insurance Trust	3rd Qtr Property	702-49955-3620	21,278.00
07/02/2021	156906	Old Republic Surety Group	Annual Bond Renewal for MnDot Permits	702-49955-3620	125.00
Total 702499553620:					21,403.00
Total Property and Liability Insuran:					39,779.00
Equipment Replacement Fund					
07/02/2021	156900	MacQueen Equipment Inc.	Compressor	705-49930-5400	32,221.18
Total 705499305400:					32,221.18
Total Equipment Replacement Fund:					32,221.18
Grand Totals:					1,217,658.32

Report Criteria:

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

Title:	RESOLUTION 21-32 AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH STANTEC FOR DESIGN AND CONSTRUCTION SERVICES AND WITH AMERICAN ENGINEERING TESTING INC. FOR CONSTRUCTION TESTING SERVICES FOR THE 8 TH STREET SE RECONSTRUCTION AND REHABILITATION PROJECT (CITY PROJECT NO. 2022-07)		
Meeting Date:	July 6, 2021	Agenda Item Number:	6C
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:	Resolution No. 21-32 Stantec Proposal AET Quote
Originating Department:	Engineering	Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to Approve Resolution No. 21-32 (City Project No. 2022-07)		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets.		

BACKGROUND: The City has been awarded \$1,250,000 in Local Roadway Improvement Program (LRIP) grant funds for the 8th Street SE Reconstruction and Rehabilitation Project scheduled to take place in 2022. This project will consist of the reconstruction of 8th Street SE from Elm Avenue East to just north of the RR tracks and rehabilitation (mill and overlay) of 8th Street SE from just south of the RR tracks to State Hwy 13.

In order to facilitate design and construction services for this project, City staff issued a Request for Proposals (RFP) to three regional consulting firms. On June 25th, proposals from Stantec and Bolton & Menk were received and evaluated. Based on qualifications and proposed cost, Stantec was selected.

As part of Stantec's proposal, they will coordinate all construction testing with the testing company, American Engineering Testing Inc. (AET). However, their proposal does not include the testing company costs. Therefore, the City will also need to enter into a contract with AET. By contracting directly with AET, the City will avoid paying additional consultant mark-up fees.

BUDGET IMPACT: The Stantec proposal is for an hourly, not-to-exceed amount of \$245,618. Of that amount, it is estimated that \$142,775 is for the design phase with the remaining \$102,843 for the construction services phase. The AET quote for construction testing services is in the amount of \$16,415, for a grand total of \$262,033. This amount is below the total estimated engineering cost of \$440,000 for this project. These contracts will be funded through the Streets Capital Improvement Fund (professional services are not eligible for LRIP grant reimbursement).

RECOMMENDATION: Staff recommends the City Council adopt Resolution No. 21-32 authorizing the City Manager to execute a contract with Stantec for design and construction services and with AET for construction testing services for the 8th Street SE Reconstruction and Rehabilitation Project (City Project No. 2022-07).



8th Street SE Reconstruction & Rehabilitation
Work Plan for Engineering Design, Bidding Document Preparation and Construction Services
Summary of Work Tasks and Total Estimated Hours and Fees

Major Tasks / Staff Roll	Client Service Manager / Project Manager	Design Engineer & Deputy PM	Road & ADA Design Lead	Utility Design & Permits Engineer	Road Design Engineer	Construction Plan Preparation and CAD Manager	1-Man Survey Crew (Prelim. Survey)	2-Man Survey Crew (Const. Staking)	Construction Observation	Clerical	Total Hours	Total Estimated Cost
Task 1 - Project Management and Coordination with City Staff	52	6	6							2	66	\$12,410.00
Task 2 - Public Engagement, Private Utility Coordination and Permit Applications	11	4	8	22						4	49	\$7,003.00
Task 3 - Geotechnical Studies & Soil Borings	2	4									6	\$970.00
Task 4 - Surveys & Mapping		10		44		8	70				132	\$18,590.00
Task 5 - Design, Bidding Document Preparation & Bidding Services	89	106	49	142	104	189				14	693	\$98,287.00
Task 6 - Construction Services and Record Plan	12	38		128				120	329		627	\$99,763.00
Total Estimated Labor Hours	166	168	63	336	104	197	70	120	329	20	1573	\$237,023.00
Stantec 2021 / 2022 Labor Rates	\$199	\$143	\$174	\$115	\$143	\$130	\$158	\$235	\$149	\$80		---
Team Members	Joe Palen	Mackenze Grunig	Jeff Preston	Katie Oliver	Steven Voelker	Tom Moen	Pat Walker	Pat Walker + Rodmen	Ken Hames	Alexa Jorgenson		
Subconsultants Costs (American Engineering Testing)												
Geotechnical Investigation (Soil Borings and Geotechnical Report)												\$4,175.00
Total Subconsultant (American Engineering Testing) Estimated Costs												\$4,175.00
Stantec Team Reimbursable Expenses												
Mileage (7,000 miles at \$0.36 /mile) - (Assumes half construction services mileage billed to North State Street Watermain project)												\$3,920.00
Printing and Copies (Construction plans and project Manuals)												\$500.00
Total Reimbursable Expenses												\$4,420.00
Proposed Total Labor, Subconsultant and Reimbursable Expenses Fee (Not to Exceed)												Total Project Cost \$245,618.00




Staff Roll

	Client Service Manager / Project Manager	Design Engineer & Deputy PM	Road & ADA Design Lead	Utility Design & Permits Engineer	Road Design Engineer	Construction Plan Preparation and CAD Manager	1-Man Survey Crew (Prelim. Survey)	2-Man Survey Crew (Const. Staking)	Construction Observation	Clerical	Total Hours
Task 1 - Project Management and Coordination with City Staff											
Assumptions:											
~ Quality Control reviews hours have been incorporated into the individual task items.											
~ Project Management task is intended for the Design phase of the project (~8 months). Construction Administration and Management tasks are accounted for separately in construction services tasks.											
~ Budgeted for 3 Project Management Team (PMT) meetings including kick-off meeting and 2 one-on-one meetings between Waseca Staff and Stantec's PM.											
1.1 - General Project Management: Manage and administer day-to-day issues related to project including project set up, safe work practices, invoicing, staff and resource management.	10									2	12
1.2 - Plan, schedule and coordinate project work tasks with design team and City staff.	12										12
1.3 - Project Management Team Meetings: Prepare for and attend project kickoff meeting and up to two (2) project coordination meetings with Waseca staff. Prepare presentation material, meeting agendas and meeting notes with action times and summary of design decisions as needed.	20	6	6								32
1.4 - Provide City staff with weekly project status updates via email or phone call. Discuss design and construction document issues, project schedule, budget and other project related items.	10										10
Task 1 - Total	52	6	6	6						2	66
Task 2 - Public Engagement, Private Utility Coordination and Permit Applications											
Assumptions:											
~ Conduct one Public Project Information meeting. The City of Waseca will prepare mailing list / public notice publication and send out Public Information Meeting invitations. The City will also post project related information on the City Website for public viewing.											
~ The City of Waseca will complete all work tasks associated with the assessment of project costs to benefiting property owners including notifications / publications, feasibility reports, public hearings, assessment calculations, support rtds, etc. Stantec will provide construction cost estimates for the proposed improvements in support of the assessment of the proposed improvements.											
~ No Permitting with the Canadian Pacific Railroad will be required. No construction is proposed within the railroad right-of-way.											
~ Construction status update correspondence for City Staff and residents within the project corridor will be provided as part of the construction services task.											
~ City of Waseca to pay all permit / application fees.											
2.1 Public Information Meeting or Public Open House: A Public Information Meeting will be conducted at a date / time / location selected by the City of Waseca. Stantec Staff will assist the City with the meeting and will prepare a Project Summary Handout, a Frequently Asked Questions (FAQ) document and provide figures illustrating the project improvement area and utility and street reconstruction graphic. These documents will be similar to what Stantec prepared for the Elm Avenue Reconstruction Project. Stantec Staff will attend the meeting, and will assist City staff in providing an overview of the proposed project to attendees and address questions and concerns. Following the meeting, Stantec will summarize resident comments and work with City staff to address concerns or make revisions to the construction plans if necessary. City staff will post Project Summary Handout, Frequently Asked Questions (FAQ) document and Improvement Figures to the City website for public use following the Open House Event.	10		8							2	20
2.2 - Conduct Private Utility Impact Analysis: Evaluate private utility impacts associated with proposed utility and roadway geometric improvements. Contact private utilities that would have significant impacts to their infrastructure and document relocation concerns and issues.				4							4
2.3 - Send construction plans, project schedule and invitation to Utility Coordination Meeting attendees. Conduct a utility design coordination meeting with all utility owners within the project corridor. Discuss proposed street, utility and sidewalk improvement impacts to existing utilities; private utility improvement and relocations plans and schedules. A second utility coordination meeting will be conducted in conjunction with the project preconstruction meeting.		4		12							16
2.4 - Permit Applications: Prepare and submit permit applications on behalf of the City of Waseca - MDH Watermain Plan Review, MnDOT work in TH 13 right-of-way, Waseca County work in CSAH 14 right-of-way and assist contractor in applying for NPDES Stormwater Construction Permit. Assume no permits / license agreements with Railroad. Preparation of a Stormwater Pollution Prevention Plan (SWPPP) is included in Task 5.	1			6						2	9
Task 2 - Total	11	4	8	22						4	49
Task 3 - Geotechnical Studies & Soil Borings											
Assumptions:											
~ Geotechnical studies and exploration required to design the project, and preparation of a standard geotechnical report for utility and street reconstruction, will be completed by American Engineering Testing (AET).											
~ Geotechnical exploration will include 3 standard penetration borings totaling approximately 35 feet and 3 flight auger borings totaling approximately 15 feet of depth. Proposed Standard penetration boring are located in the reconstruction corridor and Flight Auger borings are located in the rehabilitation corridor. Soil Borings from the Old TH 14 / Elm Avenue will be used to supplement the proposed geotechnical exploration.											
~ AET costs are included as a reimbursable expense as shown on the first page of the Work Plan.											
3.1 - Review proposed soil borings types, locations and proposed depths with City Staff. AET will complete soil borings and prepare a standard geotechnical report including recommendations for utility design, street reconstruction and dewatering requirements associated with utility improvements. AET to also complete a bituminous pavement design meeting MnDOT State Aide requirements. Stantec to review preliminary and final geotechnical reports and pavement design for completeness.		4									4
3.2- Evaluate Geotechnical Report information for design purposes and incorporate into construction documents as needed.	2										2
Task 3 - Total	2	4									6



Staff Roll

	Client Service Manager / Project Manager	Design Engineer & Deputy PM	Road & ADA Design Lead	Utility Design & Permits Engineer	Road Design Engineer	Construction Plan Preparation and CAD Manager	1-Man Survey Crew (Prelim. Survey)	2-Man Survey Crew (Const. Staking)	Construction Observation	Clerical	Total Hours
Task 4 - Surveys & Mapping											
Assumptions:											
~ Stantec will survey entire right-of-way within street reconstruction corridor (1,275 LF) and the street, sidewalk and utilities within the rehabilitation corridor (3,200 LF).											
4.1 - Establish survey vertical and horizontal control throughout project corridor. Locate existing property corners and section monumentation for use in verification of Waseca County property and right-of-way line mapping information.							8				8
4.2 - Coordinate the location / marking of private utilities within project area using Gopher State One Call. Survey and map utility markings.				4							4
4.3 - Open and inspect existing manhole structures within or connected directly to the 8th Street SE reconstruction corridor. Record manhole builds and pipe sizes, materials and direction and complete manhole condition assessment.		8		8							16
4.4 - Coordinate soil boring exploration with the Geotechnical Consultant. Record location and elevation of soil borings for incorporation into the geotechnical report.							2				2
4.5 - Conduct topographic survey of entire right-of-way within street reconstruction corridor and the street, sidewalk and utilities within the rehabilitation corridor.							60				60
4.5 - Download topographic survey points, generate automated survey line work, 3 dimensional surface (DTM), and generate topographic mapping. Supplement mapping linework using 2020 aerial photo provided by Waseca. Also incorporate City record drawings, sewer service pipe locations from City televising reports / video info Stantec CAD database.		2		32		8					42
Task 4 - Total		10		44		8		70			132
Task 5 - Design, Bidding Document Preparation & Bidding Services											
Assumptions:											
~ Utility and Street Improvements will be consistent with the proposed scope of services discussed within the Waseca LRIP application for 8th Street SE and the street widths proposed will not be altered.											
~ The City of Waseca will handle LRIP pre and post bid administration for LRIP funding, including grant bond agreement and revising costs in agreement post bid.											
~ No geometric layout of the corridor, traffic counts or traffic modeling / analysis will be required.											
~ No formal detour route will need to be designed or included in the project.											
~ No retaining walls will be required.											
~ No design variance from Mn/DOT will be required for on the project.											
~ No federal funds will be used on the project.											
~ No contaminated or hazardous materials will be encountered within the project.											
~ No Watermain reconstruction will be required as part of the project.											
~ No Stormwater BMPs will be required or incorporated into the project.											
~ Storm sewer hydraulic analysis will be completed using the Rational Method and catch basin spacing will be completed with a spreadsheet model. Detailed modeling to determine storm sewer hydraulic grade/line or surcharged capacity will not be required.											
~ No easement acquisition services will be required from Stantec.											
~ No dewatering or contaminated materials excavation will be necessary.											
~ Construction plan set formatting will be similar to what was prepared for the Old TH 14 / Elm Avenue reconstruction project.											
~ All work to be completed in AutoCAD Civil 3D format.											
~ Estimate that the Construction plan set will contain 87 sheets.											
5.1 - Confirm project design standards to be used on project including street typical section, sidewalk widths, curb and gutter type, drain tile configuration, parking lanes, and sidewalk / pedestrian ramp configuration. Discuss with City Staff and document design final criteria.	4		4								8
5.2 - Prepare construction plans in the format and order similar to the construction plans prepared by Stantec for Waseca on the Old TH 14 / Elm Avenue Reconstruction Project and as necessary to meet LRIP / Mn/DOT Municipal State Aid Funding requirements. Construction plans include all 8th Street SE utility, roadway and pedestrian improvements as detailed in Waseca's LRIP 2020 Application Form. Plan content shall include the following:											
~ Title sheet, (Estimate 1 Plan Sheet)	1		1		4						6
~ Legend Sheet, (Estimate 1 Plan Sheet)						1					1
~ Statement of estimated quantity sheets (Estimate 3 Plan Sheet)	2	8	8			4					22
~ Roadway Typical Sections (Estimate 1 Plan Sheet)	2				8						10
~ Construction Notes, Construction Details Plates, and Mn/DOT Standard Plan Sheets. (Estimate 23 Plan Sheet)	2	4		12	8						26
~ Surface Reconstruction Improvement Construction Quantity Tabulations (Sheet Excavation, Aggregates, Bituminous, Curb & Gutter, Driveways & Pedestrian Facilities). (Estimate 5 Sheets)	2		4	16		4					26
~ Storm Sewer, Drain Tile and Sanitary Sewer Utility Improvement Quantity Tabulations. (Estimate 2 Sheets)	2	4		16							22
~ Storm Water Pollution Prevention Plans / Narrative. (Estimate 2 Sheets)	2	4		4							10
~ Erosion & Sediment Control / Turf Establishment Plans (1200' per sheet - Double viewport). (Estimate 4 Sheets)						8					8
~ Existing conditions and removals plan sheets (600' per sheet - Single viewport). (Estimate 8 Sheets)		4		32							36
~ Sanitary Sewer and Existing Watermain and Plan / Profile Sheets - Includes proposed Sanitary Sewer and existing watermain. The proposed utility improvements will be illustrated in color and within plan/profile view including the following: Design sanitary sewer and watermain conforming to sizing requirements indicated in planning efforts / comprehensive plans completed to date. The proposed utility improvements will be illustrated with plan/profile view and include the following, as required. (Estimate 3 Plan Sheets).		4		4		16					24
~ Manhole diameter, design rim & invert elevations, casting type, detail reference, and station/offset for all design sewer structures.											
~ Sewer and water service reconstruction locations and requirements.											
~ Pipe size, length, type and gradient for all utility pipe improvements.											
~ Pipe bedding requirements.											
~ Utility connections, bypass pumping and temporary water requirements (as needed).											

MEET THE TEAM											
 Stantec		Staff Roll									
	Client Service Manager / Project Manager	Design Engineer & Deputy PM	Road & ADA Design Lead	Utility Design & Permits Engineer	Road Design Engineer	Construction Plan Preparation and CAD Manager	1-Man Survey Crew (Prelim. Survey)	2-Man Survey Crew (Const. Staking)	Construction Observation	Clerical	Total Hours
~ Street and Storm Sewer Plan and Profile Sheets - Includes roadway design, main line storm sewer, drain tile, sidewalk, driveways, and pedestrian crossings. Existing and proposed profiles will be illustrated in profile view with elevations at 25' intervals along with design top of curb. The proposed street improvements will be illustrated with plan/profile view and include the following, as required. (Estimate 8 plan sheets).		4	2		8	32					46
• Proposed roadway curb lines, tapers, radii, sidewalk, pathways, driveway aprons, drain tile, etc. ~ Sidewalk Plan / Profile Sheets (within reconstruction area only) - Includes sidewalk design, driveways, and pedestrian crossings. Existing and proposed sidewalk profiles will be illustrated in profile view with elevations at 25' intervals. (Estimate 4 plan sheets).			2		12						14
~ Storm Sewer Profile Sheets - Includes proposed lateral storm sewer construction along with existing and proposed utilities where pertinent. The proposed main line and lateral storm sewer improvements will be illustrated in color and within plan/profile view and shall include the following: Design storm sewer conforming to sizing requirements from drainage design calculations. The proposed drainage improvements will be illustrated with plan/profile view and include the following, as required. (Estimated 2 sheets)	4	8		12		24					48
• Manhole diameter, sump requirements, design rim & invert elevations, casting type, detail reference, and station/offset for all design sewer structures.											
• Pipe size, length, type and gradient.											
• Pipe bedding requirements.											
• Proposed drain tile and sump pump service connection construction.											
~ Intersection and ADA plans (10 intersections with a total of 23 quadrants each with a single or double ped ramp). (Estimate 8 Sheets)			4		40						44
~ Signage, Pavement Markings and tree plantings (1200' per sheet - Double viewport). (Estimate 4 Sheets)			4	12							16
~ Cross Sections - Reconstruction Section Only. assume 8 cross sections per sheet. (Estimate 4 Sheets)			4		8						52
5.3 - Prepare final drainage report including hydraulic computations in accordance with City and MnDOT SA requirements. Task includes determination of drainage boundaries, runoff coefficients, times of concentration, sizing storm sewer using rational spreadsheet, analysis of catch basin spacing via spread sheet calculation analysis.	4	40		8							52
5.2 - Assemble preliminary plans and construction cost estimate at ~70% & 95% for review by City.		4		16	4	40					64
5.3 - Revise plans and cost estimate per 70% & ~95% review comments.		4		8	8	16					36
5.4 - Develop a project proposal document. (Project Manual with Contract, bidding, and construction specification documents). Project manual shall utilize EJCDC Contract and include all documentation required by MnDOT State Aid and LRIP funding.	40	4	4								48
5.5 - Complete QA/QC evaluation of project construction and bidding documents.	12		12								24
5.6 - Assemble final construction plans, drainage report, pavement design, cost estimate (with LRIP cost split) and project manual addressing comments received from City and Stantec QA / QC review. Submit final construction documents, drainage report, pavement design, State Aid Construction forms and cost split estimate to MnDOT for review. Address MnDOT Plan and Cost Split comments and revise project documents as needed. Assist MnDOT and City in development of LRIP Funding Agreement.	8	8				8					24
5.7 - Assist the City of Waseca throughout the bidding process: Facilitate advertisement of bids for project construction in Local Paper and on Quest CDN for electronic bid submittal and opening. Prepare addenda as needed for corrections, clarifications, or additions during the bidding process. Assist the City in securing electronic bid submittals, analyze bids and prepare a bid tabulation, and prepare a letter to the City / MnDOT summarizing the bids and recommending bid award.	4	4		2					8		18
5.8 - Produce ten (10) bound copies of the Construction Plans and Contract documents. Send Contract documents to contractor and City for execution.		2							6		8
Task 5 - Total	89	106	49	142	104	189			14	693	

Construction Administration Tasks

6.1 - Prepare for and attend preconstruction meeting in April 2022. Prepare meeting minutes.	4	4					4	12
6.2 - Construction Administration: Interpretation of the construction plans and specifications and project construction coordination and oversight. Construction Administration services including the following work tasks:	8	32	16				80	136



Staff Roll

	Client Service Manager / Project Manager	Design Engineer & Deputy PM	Road & ADA Design Lead	Utility Design & Permits Engineer	Road Design Engineer	Construction Plan Preparation and CAD Manager	1-Man Survey Crew (Prelim. Survey)	2-Man Survey Crew (Const. Staking)	Construction Observation	Clerical	35 Total Hours
~ Attend weekly construction coordination meetings with City Staff and Contractor.											
~ Monthly pay vouchers. City to process payment.											
~ Prepare Grading and Base reports as needed											
~ Prepare Weekly construction diary reports											
~ Prepare Weekly Concrete reports as needed											
~ Construction contract Change Orders / Supplemental Agreements and Justification letter. City and MnDOT State Aid to approve and encumber funds as needed.											
~ Review and comment on Contractor proposed construction phasing, staging and access configuration for local traffic.											
~ Review and comment on Contractor monthly construction scheduling submittals.											
~ Weekly review of Contractor construction traffic Control signage.											
~ Assemble required project documentation for all construction materials used as listed in the Materials Control Schedule.											
~ Stantec Construction Team to obtain material samples (for City of Waseca funded items) and deliver to testing consultant or City / MnDOT for testing per materials control schedule. Stantec Construction Team shall also coordinate field testing (trench density) for City sanitary sewer and storm sewer installation.											
~ Conduct a final inspection of the project for conformance with contract documents and review the final payment request from the contractor.											
~ State Aid Inspection by MnDOT Staff.											
~ Final Estimate. City to process payment.											
~ Materials Exception Summary											
~ Material certifications and testing results											
~ Wage and Trucking Interviews											
~ Project Personnel Roster											
~ Erosion Control Logs											
~ Traffic Control checklists											
~ Quantity measurements/diagrams											
~ Item Record Accounts for each day item											
~ Certified payroll records, OJT and EHO reports											
~ DBE documentation											
~ Monthly invoices and progress reports											
6.3 - Review and comment on shop drawings. Coordinate modifications with contractor.											
6.4 - Prepare letter recommending City final acceptance of constructed improvements. Obtain record information from field representatives.											
6.5 - Work with City Staff and MnDOT State Aid to provide documentation to facilitate LRP Funding.											
Construction Observation											
6.6 - Provide full time observation of all project infrastructure improvements including public utility and drainage improvements, roadway reconstruction / rehabilitation and sidewalk and pedestrian improvements. Observation Services also to include the following:				80					245		325
~ Observe and record Contractor daily construction activities. Review construction materials, techniques, and methods for conformance to the construction drawings and specifications.											
~ Observe and record Contractor testing of City utilities and review post-construction televising reports.											
Construction Staking											
6.7 - Perform all construction staking of removals, utility and storm sewer improvements, curb and gutter, sidewalk, pedestrian ramps, and bituminous roadway centerline construction. Anticipated staking summarized as follows:				8				110			118
~ Sanitary Sewer staking at 50' intervals plus manholes.											
~ Sanitary Sewer and water service replacements.											
~ Storm Sewer & drain tile staking at 50' intervals plus manholes, cleanouts and sump pump connections.											
~ Street Subgrade stakes at 50' intervals.											
~ Curb stakes at 25 foot intervals. Assumes typical replacement of damaged stakes.											
~ Sidewalk stakes at 25 foot intervals, signage, driveway, etc.											
~ Bluetops for top of aggregate base before bituminous paving.											
~ Provide cut sheets for all staking activities.											
Record Plans											
6.8 - Prepare Record Plans - Record drawings will be prepared with survey grade information collected after installations are completed. Surveyed items include sanitary sewer & storm sewer manhole rims and inverts, valve box, hydrants, curb stop, sump pump and drain tile clean outs. Sanitary sewer service locations will be revised based upon televising tapes and field measurements. These record drawings will be prepared in a CAD Civil 3D format compatible with the format of the original plan design and delivered to the City within 90 days of construction completion.											
Task 6 - Total	12	2	24					10	329		36
											627



AMERICAN
ENGINEERING
TESTING, INC.

CONSULTANTS
• GEOTECHNICAL
• MATERIALS
• ENVIRONMENTAL

June 24, 2021

Stantec
6188 Rome Circle NW
Rochester, MN 55901

Attn: Joseph Palen, PE

RE: Proposal for Construction Testing Services
8th Street SE Reconstruction and Rehabilitation
Waseca, Minnesota
AET #P-0004043

Dear Mr. Palen:

Introduction

American Engineering Testing, Inc. is pleased to offer you construction testing services for the 8th Street SE Reconstruction and Rehabilitation Project in Waseca, Minnesota. This letter is intended to define our scope of work, and to present you with an estimate of our fees, the anticipated schedule and other information regarding our services.

Project Information

We understand that the project consists of reconstruction and rehabilitation of 8th Street SE, between Elm Ave East and State Street South. The project includes installation of new sanitary and storm sewer as well as demolition and reconstruction of the pavements and new curb and gutter and drives.

Scope of Services

During construction, AET will provide MnDOT certified technicians to perform material testing in accordance with the 2018 MnDOT Standard Specifications for Construction, and the 2019 SALT Schedule of Materials Control. Our anticipated scope of services is outlined below.

Utility Backfill Density Testing

During placement of backfill in the utility trenches, an engineering technician will visit the site on a will-call basis to test the backfill density with a nuclear density gauge. Based on the information provided, we have assumed the following number of backfill density tests for each utility as shown in Table 1.

Table 1. Utility Backfill Density Testing

Utility	Lineal Feet	Testing Frequency	Estimated Number of Density Tests
Sanitary Sewer	350	1/500 feet of longitudinal trench, varying depths; 1/250 feet per 2-foot lift for transverse culverts	2
Storm Sewer	1,700		4

We have assumed that three standard Proctors will be performed on the different soil types used as utility trench backfill. We will test the moisture content of the trench fill at the rate of one test per 10,000 cubic yards of fill.

Subgrade Preparation

During subgrade preparation, AET will perform testing as shown in Table 2.

Table 2. Subgrade Preparation Laboratory and Field Testing (32 Road Stations)

Test	Testing Frequency	Number of Tests
Proctor	1 per soil type	1
Moisture During Compaction	1 per 25 road stations	2
Density Test	1 per 25 road stations	2

Select Granular Borrow Laboratory and Field Density Testing

AET will perform the laboratory and field testing shown in Table 4 on the Select Granular Borrow imported for the project.

Table 3. Select Granular Borrow Laboratory and Field Testing

Test	Testing Frequency	Number of Tests
Density	1 per 4,000 cubic yards (assumes test rolled)	2
Proctor	1 per soil type	1
Moisture Content	1 per 10,000 cubic yards	1
Sieve Analysis	1 per 40,000 cubic yards	1

Aggregate Base Field and Laboratory Testing

AET personnel will test the Class 5 Aggregate Base to be used as Aggregate Base at the rates listed in Table 4 below. We have assumed that Stantec personnel will deliver aggregate samples to our lab for testing.

Table 4. Aggregate Base Field and Lab Testing

Test	Testing Frequency	Number of Tests
DCP Testing	1 per 3,000 tons if test rolled	2
Sieve Analysis	2 per Lot,	2
Moisture Content	1 per 1,000 cubic yards	2
Quality Tests	1 per source	1

Pavement Subgrade and Aggregate Base Test Rolling

We understand that Stantec personnel will observe the test rolling of the pavement subgrade and aggregate base. If requested, AET can provide this service at the unit rates included in the attached fee schedule.

Concrete Testing

We understand Stantec personnel will perform field testing (air content, slump and temperature) of the plastic concrete and cast test cylinders for laboratory testing. After initial curing, they will return the samples to our lab for compressive strength testing. Each set will consist of three cylinders which will be tested at 28 days. The results of our compressive strength testing will be presented as they become available. Table 5 indicates the estimated number of site visits and cylinder sets for the concrete.

Table 5. Concrete Field Testing

Item	Estimated number of Site Visits	Testing Frequency	Assumed Number of Cylinder Sets
Sidewalk and Drives	0	1/100 cubic yards (Air, slump, temp)	12
Curb and Gutter	0		2
Ped. Ramps	0	Cylinders 1/300 cubic yards per day	6

Bituminous Testing

AET will visit the bituminous plant during placement of asphalt pavements to observe the contractor production testing. While at the plant we will observe the splitting of verification samples and return them to our lab for verification testing. We will perform lab testing on the bituminous verification samples, including:

- Percent Asphalt Content
- Gradation
- Max Specific Gravity
- Adjusted AFT
- Coarse and Fine Aggregate Angularity
- Gyratory Density

We have assumed that compaction of the bituminous pavement will be per Ordinary Compaction. Therefore, no bituminous core thickness and density testing will be required.

For this estimate, we have assumed the contractor will place the non-wear course in two days and the wear course in two days. The total number of trips and tests assumed for the bituminous paving portion of this project is provided in Table 6 below.

Table 6. Bituminous Lab Testing

Item	Testing Frequency	Number of Tests
Gyratory Properties	1/day/mix	4

Fees

Our services will be provided on a unit cost basis according to the unit rates provided in the attached Materials Testing Estimate. Our invoices will be determined by multiplying the number of personnel hours or tests by their respective unit rates.

We have estimated a minimum required estimate which estimates the tests needed to satisfy the requirements as defined in the Schedule of Material Control. Therefore, we propose a budget cost estimate of **\$16,415.00**. We refer you to the attached fee schedules as reference to how we arrived at this estimated cost. We caution that this is only an estimated cost.

Often, variations in the overall cost of the services occur due to reasons beyond our control, such as weather delays, changes in the contractor's schedule, unforeseen conditions or retesting. These variations will affect the actual invoice totals, either increasing or decreasing our total costs for the project from those estimated in this proposal. If more time or tests are required, additional fees may be needed to complete the project testing services.

AET currently operates as a non-union entity, and our Fee Schedule reflects this. Should we be required to provide unionized personnel on this project, we reserve the right to renegotiate appropriate fee increases from those shown on the attached Fee Schedule. If this is not possible, we reserve the right to terminate this contract on three (3) days written notice to the Client. We will not be liable for work performed by others after our services have been terminated and will not be responsible for any penalties or costs from the Client, Owner and their successors, assignees, joint-venturers, Contractors, Subcontractors or any other parties involved with the project related to claims, liabilities, damages or consequential damages directly or indirectly related to AET being required to provide unionized personnel on the project.

Terms and Conditions

Our services will be performed in accordance with the Subcontract Agreement for Professional Services between Stantec and AET, dated March 28, 2012.

Acceptance

AET requests written acceptance of this proposal in the Proposal Acceptance box below, but the following actions shall constitute your acceptance of this proposal together with the Terms and Conditions and Amendments: 1) issuing an authorizing purchase order for any of the Services described above, 2) authorizing AET's presence on site or 3) written or electronic notification for AET to proceed with any of the Services described in this proposal. Please indicate your acceptance of this proposal by signing below and returning a copy to us. When you accept this proposal, you represent that you are authorized to accept on behalf of the Client.

Sincerely,
American Engineering Testing, Inc.



Steve L. Mullen, PE
Manager/Senior Engineer



Jacob L. Heimdahl, PE
Senior Engineer

Attachments: Table 1. Construction Materials Testing Fee Itemization

PROPOSAL ACCEPTANCE AET Project # P-0004043

Signature _____ Date _____

Typed/Printed Name _____

Company _____



**AMERICAN
ENGINEERING
TESTING, INC.**

**Materials Testing Estimate AET #P-0004043
8th Street SE Reconstruction and Rehabilitation**

TABLE A: Construction Materials Testing Fee Itemization

Material	Units	Qty.	Trips	Hrs	Agency Testing Freq.	# of Tests Minimum	Cost per test (\$)	Cost (\$) Minimum
Sanitary Sewer	LF	350	1	2	Density (1/500 LF)	6	12.00	72.00
Storm Sewer	LF	1,700	2	4	Proctor (1/soil type)	3	140.00	420.00
					Moisture (1/10,000 CY)	2	16.00	32.00
Subgrade Preparation	STA	32	2	4	Proctor (1/soil type)	1	140.00	140.00
					Moisture (1 per 25 road stations)	2	16.00	32.00
					Density (1 per 25 road stations)	2	10.00	20.00
Select Granular Borrow	CY	2,030	2	4	Density (1/4,000 CY, if test rolled)	2	12.00	24.00
					Proctor (1/soil type)	1	140.00	140.00
					Moisture (1/10,000 CY)	1	16.00	16.00
					Gradation (1/40,000 CY)	1	107.00	107.00
Aggregate Base Class 5	CY	1,460	2	4	DCP (1/3,000 ton, if test rolled)	2	12.00	24.00
					Sieve Analysis (2 per lot, 4,000 ton max per lot)	2	107.00	214.00
					Moisture 1 per 1,000 cubic yards	2	16.00	32.00
					Quality Tests (1 per source)	1	550.00	550.00
Concrete Sidewalks	SF	10,550	0	0				
Driveway Pavements	SF	300	0	0				
Concrete Curb and Gutter	LF	4,660	0	0	Compressive Strength (1/300 CY/Day/Mix, set of 3)	60	30.00	1800.00
Concrete Plant Monitor	Days	8	8	24	Aggregate verification gradation testing (coarse and fine)	8	170.00	1360.00
9.5 Wearing Coarse Bit	Ton	1,910	2	15	Gradatory Mix Properties (1 per day)	2	520.00	1040.00
12 Non Wear Coarse Bit	Ton	2,200	2	15	Gradatory Mix Properties (1 per day)	2	520.00	1040.00
				21				
				72				
							Subtotal =	7,063.00

Time and Mileage	Unit	Rate (\$)	Minimum Quantity	Minimum Cost
Mileage	Mile	1.00	1260	1260.00
Technician Time	Hr	91.00	72.0	6552.00
Senior Engineer/Project Management	Hr	154.00	10	1540.00
			Subtotal =	9352.00

	Total Cost Estimate =	16,415.00
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RESOLUTION NO. 21-32

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH STANTEC FOR PROFESSIONAL DESIGN AND CONSTRUCTION SERVICES AND WITH AMERICAN ENGINEERING TESTING INC. FOR CONSTRUCTION TESTING SERVICES FOR THE 8TH STREET SE RECONSTRUCTION AND REHABILITATION PROJECT (NO. 2022-07)

WHEREAS, the City intends to reconstruct and rehabilitate 8th Street SE between Elm Avenue East (Old Hwy 14) and State Hwy 13, and

WHEREAS, the City desires to hire a consultant to provide professional design and construction services for this project, and

WHEREAS, the City solicited, received, and evaluated proposals for said professional services, and

WHEREAS, Stantec was the qualified consultant selected, and

WHEREAS, American Engineering Testing Inc. was selected as part of Stantec's proposal to provide construction testing services through a separate City contract.

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 services and to execute a contract with American Engineering Testing Inc. for construction testing services, all of which are related to the design and construction of the 8th Street SE Reconstruction and Rehabilitation Project.

Adopted this 6th day of July 2021.

R.D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

CITY OF WASECA LIQUOR LICENSE APPLICATION

Application for (check all that apply) On Sale ☒ Club On Sale ☒
Sunday On Sale ☒ Off Sale ☒ Wine ☒

6D

License period _____ to _____

TRIO ON MAIN LLC
LICENSEE NAME

JUNE 28, 2021
DATE

THE BAR ON MAIN
BUSINESS/TRADE NAME

Type of Business:

☒ Bar (On Sale)
☐ Liquor Store (Off Sale Only)
☐ Club (On Sale) Number of Members: _____
☒ Restaurant ATTACH FOOD LICENSE

Type of Application:

☐ Renewal
☒ New/Transfer \$ _____ Investigative Fee

SELVIK MAKAYLA RAE

APPLICANT'S FULL NAME
(Last, Middle, First)

TELEPHONE NO.

ALTERNATE PHONE NO.

39695 158TH ST
ADDRESS

WASECA
CITY

MN
STATE

56093
ZIP

11-14-1984

APPLICANT'S DATE OF BIRTH

SIOUX FALLS, MN SD
PLACE OF BIRTH

100 NORTH STATE ST WASECA
BUSINESS ADDRESS

TELEPHONE NO.

[REDACTED]
DRIVER'S LICENSE NUMBER

[REDACTED]
MINNESOTA TAX ID#

[REDACTED]
FEDERAL TAX ID#

MAKAYLA SELVIK - 39695
NAME & ADDRESS OF OWNER OF BUILDING

SARAH HOFFMAN - 821

ARE THERE DELINQUENT TAXES ON THE PROPERTY? NO

PLEASE NOTE: Prior to license issuance, City Staff will review the history and status of the Customer Utility Account, to verify there are no ongoing delinquent balance concerns.

TRIO ON MAIN LLC
CORPORATE OR PARTNERSHIP TITLE

100 N STATE ST. SUITE B.
CORPORATE OR PARTNERSHIP ADDRESS

Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT
445 Minnesota Street, Suite 222, St. Paul, MN 55101
OFFICE (651) 201-7507 FAX (651) 297-5259 TTY (651) 282-6555
DPS.MN.GOV

APPLICATION FOR OFF SALE INTOXICATING LIQUOR LICENSE
No license will be approved or released until the \$20 Retailer ID Card fee is received

PLEASE COMPLETE THIS APPLICATION IN ITS ENTIRETY.
INCOMPLETE APPLICATIONS WILL BE RETURNED WITHOUT ACTION.

Licensee's MN Sales and Use Tax ID # _____	To apply for a MN sales and use tax ID #, call (651) 296-6181
Licensee's Federal Tax ID # [REDACTED]	Licensees must register with the Federal Tax and Trade Bureau (TTB), for information call (513) 684-2979 or 1-800-937-8864

Applicant:

Licensee Name (Business, Partnership, Corporation) TRIO ON MAIN, LLC	Business Name (DBA) THE BAR ON MAIN	Social Security # [REDACTED]
Licensee Location (Physical Address) 100 N. STATE STREET	License Period From JAN To DEC 31	DOB (Indicate if applicant) 11-14-84
City WASECA	County WASECA	State MN
E-mail Address makaylaidev@hotmail.com	Business Phone Number _____	Zip Code 56093
Applicant's Home Phone # [REDACTED]		

If a Corporation, LLC, or Partnership - state name, date of birth, Social Security # address, title, and Percent Owned by each officer.

Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Address, City, State, Zip Code
SARAH KAY HOFFMAN	2-10-83	[REDACTED]	owner	50%	[REDACTED]
MAKAYLA RAISEN	11-14-84	[REDACTED]	owner	50%	[REDACTED]
Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Address, City, State, Zip Code
Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Address, City, State, Zip Code

- If a corporation, date of incorporation **APRIL**, state incorporated in **MINNESOTA** If a subsidiary of any other corporation, so state _____.
If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota?
☐ Yes ☒ No
- Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state. _____
- Is establishment located near any state university, state hospital, training school, reformatory or prison?
☐ Yes ☒ No. If yes, state approximate distance. _____
- Name and address of building owner **MAKAYLA RAISEN & SARAH HOFFMAN**
Has owner of building any connection, directly or indirectly, with applicant? ☒ Yes ☐ No **J SELF**

Insurance (ATTACH CERTIFICATE OF INSURANCE TO THIS FORM)

Licensee must obtain one of the following PER Minnesota Statute 340A.409:

Check one:

- ☐ A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person, \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support.

Please review Insurance Certificate before submitting:

Must be Certificate of Insurance (Declarations or Binders not accepted)

Licensee name on this application and the Insurance Certificate must match EXACTLY.

Must provide physical address of licensed location (No PO Boxes accepted)

Dates of coverage must cover the entire license period.

or

- ☐ B. A surety bond from a surety company with minimum coverage as specified in A.

or

- ☐ C. A certificate from the State Treasurer that the licensee has deposited with the state, trust funds having market value of \$100,000 or \$100,000 in cash or securities.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry. A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

Workers compensation insurance company: Name _____

Policy # _____ Number of employees: _____

I certify that I have read the above questions and that the answers are true and correct of my own knowledge.

Print name of applicant & title

MAKAYLA RAE SELVICK OWNER

Signature of Applicant

Makayla Rae Selvik

Date

06-28-21

PS 9136-(2012)



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 222, St. Paul, MN 55101
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:

- 1) City issued on sale intoxicating and Sunday liquor licenses
- 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License WASECA License Period From: 11/1/21 To: 12/31/21

Circle One: New License License Transfer _____ Suspension _____ Revocation _____ Cancel _____
(former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: TRIO ON MAIN LLC DOB 11.14.84 Social Security # [REDACTED]
(corporation, partnership, LLC, or Individual)

Business Trade Name THE BAR ON MAIN Business Address 100 N. STATE ST. City WASECA

Zip Code 56073 County WASECA Business Phone _____ Home Phone 507. [REDACTED]

Home Address [REDACTED] City WASECA Licensee's MN Tax ID # _____

(To Apply call 651-296-6181)

Licensee's Federal Tax ID # [REDACTED]
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
<u>MAKALIA RAE SELVIK</u>	<u>11.14.1984</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>
<u>SARAH KAY HOFFMAN</u>	<u>2.10.1983</u>	<u>[REDACTED]</u>	<u>[REDACTED]</u>

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
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Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: _____ Policy # _____

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-215-6209, or visit our website at www.dps.state.mn.us.

MINNESOTA LAWFUL GAMBLING

LG230 Application to Conduct Off-Site Gambling**No Fee****ORGANIZATION INFORMATION**

Organization Name: Waseca Hockey Association License Number: 02258

Address: PO BOX 133 City: Waseca, MN Zip: 56093

Chief Executive Officer (CEO) Name: Jason Attenberger Daytime Phone: 507-469-5771

Gambling Manager Name: Joshua Lynch Daytime Phone: 507-837-2141

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 07 / 14 / 21 to 07 / 18 / 21

Check the type of games that will be conducted:

☐

Raffle

☒

Pull-Tabs

☐

Bingo

☐

Tipboards

☐

Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Waseca County Fairgrounds

Street address and
City (or township): 409 8th Ave NE Zip: 56093 County: Waseca

- Do not use a post office box.
- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?

☐

Yes If yes, a lease is not required.

☒

No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Lessor's Signature: _____ Date: _____

Print Lessor's Name: _____

CONTINUE TO PAGE 2

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> Local unit of government must sign. </div>	TOWNSHIP NAME: _____ Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.

Signature of CEO (must be CEO's signature; designee may not sign) Date _____

Mail or fax to: Minnesota Gambling Control Board Suite 300 South 1711 West County Road B Roseville, MN 55113 Fax: 651-639-4032	No attachments required. Questions? Contact a Licensing Specialist at 651-539-1900.
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This publication will be made available in alternative format (i.e. large print, braille) upon request.

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.</p> <p>Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.</p>	<p>If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.</p> <p>Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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RESOLUTION NO. 21-33**A RESOLUTION OF THE WASECA CITY COUNCIL
APPROVING APPLICATION TO CONDUCT OFF-SITE GAMBLING
FOR WASECA HOCKEY ASSOCIATION**

WHEREAS, Waseca Hockey Association has presented a MN Lawful Gambling Application to Conduct Off-Site Gambling at the following location in the City of Waseca:

**Waseca County Fairgrounds
409 8th Avenue NE, Waseca, MN**

WHEREAS, the City Council is required to pass a resolution specifically approving or denying the application.

NOW, THEREFORE, BE IT RESOLVED, the Waseca City Council approves a MN Lawful Gambling Application to Conduct Off-Site Gambling to Waseca Hockey Association at Waseca County Fairgrounds, 409 8th Avenue NE, Waseca, MN.

Adopted this 6th day of July, 2021.

R. D. SRP
MAYOR

ATTEST:

MIKE ANDERSON
ASSISTANT TO CITY MANAGER

CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: June 28, 2021

TO: Mayor & City Council
Lee Mattson, City Manager

PROJECT NAME: Brown Avenue Water Main

CITY PROJECT NO. 2109

PAYMENT REQUEST : No.1-2021

PAYMENT PERIOD : 06/09/2021-06/28/2021

CONTRACTOR: GM Contracting Inc

PAYMENT AMOUNT: \$112,387.76

Approved By:

Nathan Willey 6-30-21
Department Head Date

Anna Roeder 6/30/2021
Director of Finance Date

Lee A. Mattson 6-30-2021
City Manager Date



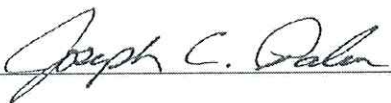
Owner: City of Waseca, 508 South State Street, Waseca, MN 56093	Date: June 28, 2021
For Period: 06/09/2021 to 06/28/2021	Request No: 1
Contractor: GM Contracting, Inc., 19810 515th Ave., Lake Crystal, MN 56055	


CONTRACTOR'S REQUEST FOR PAYMENT
BROWN AVENUE & WELL NO. 2 WATERMAIN IMPROVEMENTS
STANTEC PROJECT NO. 193805108

SUMMARY


1	Original Contract Amount		\$ 937,678.36
2	Change Order - Addition	\$ 0.00	
3	Change Order - Deduction	\$ 0.00	
4	Revised Contract Amount		\$ 937,678.36
5	Value Completed to Date		\$ 0.00
6	Material on Hand		\$ 118,302.90
7	Amount Earned		\$ 118,302.90
8	Less Retainage 5%		\$ 5,915.15
9	Subtotal		\$ 112,387.76
10	Less Amount Paid Previously		\$ 0.00
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 1		\$ 112,387.76

Recommended for Approval by:
STANTEC



Approved by Contractor:
GM CONTRACTING, INC.


Approved by Owner:
CITY OF WASECA



Date: _____

Specified Contract Completion Date:
November 19, 2021

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
PART 1 - BROWN AVENUE WEST							
1	MOBILIZATION AND TRAFFIC CONTROL	LUMP SUM	1	\$27,000.00	0.25	0.25	\$6,750.00
2	CLEARING	EACH	2	\$750.00			\$0.00
3	GRUBBING	EACH	2	\$150.00			\$0.00
4	REMOVE WATER MAIN PIPE	LIN FT	50	\$3.80			\$0.00
5	ABANDON WATER MAIN PIPE	LUMP SUM	1	\$1,500.00			\$0.00
6	REMOVE CONCRETE CURB AND GUTTER	LIN FT	30	\$8.28			\$0.00
7	SAWCUT CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	60	\$8.00			\$0.00
8	REMOVE CONCRETE PAVEMENT (REGARDLESS OF THICKNESS)	SQ YD	45	\$16.00			\$0.00
9	SELECT GRANULAR BORROW (CV)	CU YD	25	\$21.05			\$0.00
10	AGGREGATE BASE, CLASS 5 (CV)	TON	20	\$22.95			\$0.00
11	PATCH CONCRETE PAVEMENT	SQ YD	45	\$90.48			\$0.00
12	B624 CONCRETE CURB AND GUTTER	LIN FT	30	\$40.00			\$0.00
13	CONNECT TO EXISTING WATER MAIN	EACH	2	\$2,381.09			\$0.00
14	1" CORPORATION STOP W/ CURB STOP & BLOW OFF	EACH	2	\$958.00			\$0.00
15	INSULATION, 4" THICK	SQ YD	30	\$30.07			\$0.00
16	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	30	\$53.16			\$0.00
17	10" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	10	\$62.97			\$0.00
18	12" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	60	\$70.03			\$0.00
19	12" C900 DR18 PVC WATER MAIN, DIRECTIONALLY DRILLED, INCL. TRACER WIRE	LIN FT	220	\$163.73	110.00	110.00	\$18,010.30
20	16" C900 DR25 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	1500	\$59.89			\$0.00
21	16" C900 DR18 PVC WATER MAIN, DIRECTIONALLY DRILLED, INCL. TRACER WIRE	LIN FT	250	\$133.45	125.00	125.00	\$16,681.25
22	6" GATE VALVE AND BOX	EACH	4	\$1,759.24			\$0.00
23	12" GATE VALVE AND BOX	EACH	4	\$3,507.38			\$0.00
24	16" GATE VALVE AND BOX	EACH	7	\$8,081.82			\$0.00
25	DUCTILE IRON FITTINGS	POUND	4400	\$10.39			\$0.00
26	8' -6" BURY HYDRANT	EACH	1	\$4,529.98			\$0.00
27	10' -0" BURY HYDRANT	EACH	3	\$4,718.96			\$0.00
28	1' HYDRANT EXTENSION	EACH	1	\$1,136.74			\$0.00
29	WATER MAIN TESTING	LUMP SUM	1	\$1,620.00			\$0.00
30	TEMPORARY EROSION CONTROL	LUMP SUM	1	\$5,677.00	0.20	0.20	\$1,135.40
31	PERMANENT RESTORATION	LUMP SUM	1	\$12,002.40			\$0.00
TOTAL PART 1 - BROWN AVENUE WEST							\$42,576.95
PART 2 - BROWN AVENUE EAST							
32	MOBILIZATION AND TRAFFIC CONTROL	LUMP SUM	1	\$31,500.00	0.25	0.25	\$7,875.00
33	REMOVE WATER MAIN PIPE	LIN FT	50	\$5.83			\$0.00
34	ABANDON WATER MAIN PIPE	LUMP SUM	1	\$1,250.00			\$0.00
35	SALVAGE AND REINSTALL STORM PIPE	LUMP SUM	1	\$965.00			\$0.00
36	REMOVE HYDRANT	EACH	3	\$356.33			\$0.00
37	REMOVE CONCRETE CURB AND GUTTER	LIN FT	30	\$8.28			\$0.00
38	SAWCUT CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	75	\$8.00			\$0.00
39	REMOVE CONCRETE PAVEMENT (REGARDLESS OF THICKNESS)	SQ YD	45	\$19.03			\$0.00
40	REMOVE CONCRETE WALK	SQ FT	225	\$1.25			\$0.00
41	SELECT GRANULAR BORROW (CV)	CU YD	25	\$21.05			\$0.00
42	AGGREGATE BASE, CLASS 5 (CV)	TON	20	\$32.20			\$0.00
43	4" CONCRETE WALK	SQ FT	225	\$8.38			\$0.00
44	PATCH CONCRETE PAVEMENT	SQ YD	45	\$90.48			\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
45	B624 CONCRETE CURB AND GUTTER	LIN FT	20	\$40.00			\$0.00
46	CONNECT TO EXISTING WATER MAIN	EACH	2	\$1,642.00			\$0.00
47	1" CORPORATION STOP W/ CURB STOP & BLOW OFF	EACH	1	\$1,258.73			\$0.00
48	INSULATION, 4" THICK	SQ YD	20	\$30.07			\$0.00
49	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	10	\$34.22			\$0.00
50	10" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	10	\$46.66			\$0.00
51	16" C900 DR25 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	60	\$71.11			\$0.00
52	16" C900 DR18 PVC WATER MAIN, DIRECTIONALLY DRILLED, INCL. TRACER WIRE	LIN FT	1150	\$117.71	575.00	575.00	\$67,683.25
53	6" GATE VALVE AND BOX	EACH	1	\$1,759.66			\$0.00
54	10" GATE VALVE AND BOX	EACH	1	\$3,003.12			\$0.00
55	16" GATE VALVE AND BOX	EACH	2	\$8,081.77			\$0.00
56	DUCTILE IRON FITTINGS	POUND	1630	\$14.27			\$0.00
57	10' -0" BURY HYDRANT	EACH	1	\$4,717.89			\$0.00
58	WATER MAIN TESTING	LUMP SUM	1	\$3,570.99			\$0.00
59	TEMPORARY EROSION CONTROL	LUMP SUM	1	\$1,677.00	0.10	0.10	\$167.70
60	PERMANENT RESTORATION	LUMP SUM	1	\$1,395.71			\$0.00
TOTAL PART 2 - BROWN AVENUE EAST							\$75,725.95
PART 3 - 5TH AVENUE AND WELL NO. 2							
61	MOBILIZATION AND TRAFFIC CONTROL	LUMP SUM	1	\$35,000.00			\$0.00
62	REMOVE WATER MAIN PIPE	LIN FT	800	\$2.75			\$0.00
63	ABANDON WATER MAIN PIPE	LUMP SUM	1	\$1,243.00			\$0.00
64	REMOVE HYDRANT	EACH	2	\$357.12			\$0.00
65	REMOVE CONCRETE CURB AND GUTTER	LIN FT	30	\$8.28			\$0.00
66	SAWCUT BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	450	\$3.50			\$0.00
67	REMOVE BITUMINOUS PAVEMENT (REGARDLESS OF THICKNESS)	SQ YD	800	\$6.75			\$0.00
68	COMMON EXCAVATION (EV)	CU YD	145	\$15.00			\$0.00
69	SUBGRADE EXCAVATION (EV)	CU YD	275	\$15.00			\$0.00
70	COMMON BORROW (CV)	CU YD	275	\$11.20			\$0.00
71	AGGREGATE BASE, CLASS 5 (CV)	TON	320	\$24.77			\$0.00
72	AGGREGATE BASE, CLASS 5 (CV) - DRIVEWAY	TON	50	\$24.77			\$0.00
73	BITUMINOUS PAVING - NON WEARING COURSE	TON	100	\$82.00			\$0.00
74	BITUMINOUS PAVING - WEARING COURSE	TON	200	\$82.00			\$0.00
75	TACK COAT	GAL	50	\$3.00			\$0.00
76	B618 CONCRETE CURB AND GUTTER	LIN FT	30	\$40.00			\$0.00
77	ADJUST STRUCTURE	EACH	2	\$294.52			\$0.00
78	TEMPORARY WATER SERVICE	LUMP SUM	1	\$5,500.00			\$0.00
79	CONNECT TO EXISTING WATER MAIN	EACH	3	\$2,301.65			\$0.00
80	REPAIR EXISTING SANITARY SEWER SERVICE	EACH	4	\$338.06			\$0.00
81	RECONNECT WATER SERVICE (COMPLETE)	EACH	3	\$1,166.00			\$0.00
82	INSULATION, 4" THICK	SQ YD	10	\$30.07			\$0.00
83	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	30	\$34.22			\$0.00
84	12" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	5	\$58.45			\$0.00
85	16" C900 DR25 PVC WATER MAIN, INCL. TRACER WIRE - 5TH AVENUE	LIN FT	380	\$70.68			\$0.00
86	16" C900 DR25 PVC WATER MAIN, INCL. TRACER WIRE	LIN FT	730	\$70.64			\$0.00
87	16" C900 DR18 PVC WATER MAIN, DIRECTIONALLY DRILLED, INCL. TRACER WIRE	LIN FT	375	\$133.45			\$0.00
88	6" GATE VALVE AND BOX	EACH	3	\$2,260.44			\$0.00
89	16" GATE VALVE AND BOX	EACH	2	\$8,081.77			\$0.00
90	DUCTILE IRON FITTINGS	POUND	2200	\$13.49			\$0.00
91	8' -6" BURY HYDRANT	EACH	2	\$5,529.40			\$0.00
92	WATER MAIN TESTING	LUMP SUM	1	\$2,570.00			\$0.00

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
93	TEMPORARY EROSION CONTROL - 5TH AVENUE & SROC SITE	LUMP SUM	1	\$5,677.00			\$0.00
94	PERMANENT RESTORATION - 5TH AVENUE & SROC SITE	LUMP SUM	1	\$6,920.00			\$0.00
	TOTAL PART 3 - 5TH AVENUE AND WELL NO. 2						<u>\$0.00</u>
	TOTAL PART 1 - BROWN AVENUE WEST						\$42,576.95
	TOTAL PART 2 - BROWN AVENUE EAST						\$75,725.95
	TOTAL PART 3 - 5TH AVENUE AND WELL NO. 2						<u>\$0.00</u>
	TOTAL BASE BID						<u>\$118,302.90</u>

PROJECT PAYMENT STATUS

OWNER CITY OF WASECA

STANTEC PROJECT NO. 193805108

CONTRACTOR GM CONTRACTING, INC.

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	06/09/2021	06/28/2021	112,387.76	5,915.15	118,302.90

Total Payment to Date		\$112,387.76	Original Contract	\$937,678.36
Retainage Pay # 1		5,915.15	Change Orders #	
Total Amount Earned		\$118,302.90	Revised Contract	\$937,678.36

CONSTRUCTION CONTRACT PAYMENT REQUEST

DATE: JUNE 30, 2021

TO: Mayor & City Council
Lee Mattson - City Manager

PROJECT NAME: 2021 STREET IMPROVEMENTS - 26TH AVE NE

CITY PROJECT NO. : 2021-01

PAYMENT REQUEST : NO. 1

PAYMENT PERIOD : JUNE 7, 2021 to JUNE 30, 2021

CONTRACTOR: JAMES BROS. CONSTRUCTION

CONTRACT

Original Contract sum: \$400,923.95

Change Orders

Net change by change orders: \$ -

Contract Sum to date: \$400,923.95

PAYMENT

Contract Sum to date: \$400,923.95

Total earned to date
(Includes Change Orders) \$191,662.25

Retainage: 5% \$ 9,583.11

Total earned less retainage: \$182,079.14

Less previous payment requests: \$ -

Payment due this request: \$182,079.14

% Contract completed to date: 48%


Amount remaining on contract: \$209,261.70

Total Amount Due: \$182,079.14

Approved By:

 6/30/21
Contractor Date

 7-1-21
City Engineer Date

 6/30/2021
Director of Finance Date

 7-1-21
City Manager Date

CERTIFICATE OF PAYMENT

PAGE ONE

PROJECT: 2021 STREET IMPROVEMENTS - 26TH AVE NE

CITY PROJECT NO. 2021-01

PAYMENT REQUEST NO. 1

DATE: JUNE 30, 2021

CONTRACTOR:
JAMES BROS. CONSTRUCTION
43963 43RD STREET
ELYSIAN, MN 56028

PAYMENT PERIOD
FROM: JUNE 7, 2021
TO: JUNE 30, 2021

ORIGINAL CONTRACT AMOUNT: \$ 400,923.95

REVISED CONTRACT AMOUNT: \$ 400,923.95

CONTRACT APPROVAL DATE: MAY 4, 2021

CONTRACT COMPLETION DATE: N/A

To the City Council of the City of Waseca, The following payment is requested in accordance with the plans, specifications, and conditions of the contract.

NO.	DESCRIPTION	UNIT	PLAN QTY.	UNIT PRICE	PLAN AMOUNT	THIS PERIOD QUANTITY	THIS PERIOD PAYMENT	TO DATE QUANTITY	TO DATE PAYMENT
1	MOBILIZATION	L.S.	1	\$ 20,000.00	\$ 20,000.00	1	\$ 20,000.00	1	\$ 20,000.00
2	REMOVE PIPE CULVERT	L.F.	84	\$ 10.00	\$ 840.00	84	\$ 840.00	84	\$ 840.00
3	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	8,917	\$ 2.00	\$ 17,834.00	8,917	\$ 17,834.00	8,917	\$ 17,834.00
4	GEOTEXTILE FABRIC TYPE V	SQ. YD.	10,439	\$ 1.75	\$ 18,268.25	10,439	\$ 18,268.25	10,439	\$ 18,268.25
5	COMMON EXCAVATION	CU. YD.	4,094	\$ 8.00	\$ 32,752.00	4,094	\$ 32,752.00	4,094	\$ 32,752.00
6	SUBGRADE EXCAVATION	CU. YD.	300	\$ 8.00	\$ 2,400.00	0	\$ -	0	\$ -
7	STABILIZING AGGREGATE (CV)	CU. YD.	300	\$ 33.00	\$ 9,900.00	0	\$ -	0	\$ -
8	CONSTRUCT TEMPORARY ACCESS ROADS	L.S.	1	\$ 2,500.00	\$ 2,500.00	0	\$ -	0	\$ -
9	AGGREGATE BASE, CLASS 5 (CV)	CU.YD.	4,037	\$ 24.00	\$ 96,888.00	3,837	\$ 92,088.00	3,837	\$ 92,088.00
10	SHOULDER BASE AGGREGATE (CV) CLASS 2	CU.YD.	178	\$ 37.00	\$ 6,586.00	0	\$ -	0	\$ -
11	BITUMINOUS MATERIAL FOR TACK COAT	GAL.	446	\$ 2.50	\$ 1,115.00	0	\$ -	0	\$ -
12	TYPE SP 12.5 BASE COURSE MIXTURE (C)	TON	1,282	\$ 80.00	\$ 102,560.00	0	\$ -	0	\$ -
13	TYPE SP 9.5 WEARING COURSE MIXTURE (C)	TON	769	\$ 81.00	\$ 62,289.00	0	\$ -	0	\$ -
14	12" CS PIPE APRON	EACH	2	\$ 270.00	\$ 540.00	0	\$ -	0	\$ -
15	18" RC PIPE APRON	EACH	2	\$ 670.00	\$ 1,340.00	2	\$ 1,340.00	2	\$ 1,340.00
16	12" CS PIPE CULVERT	L.F.	14	\$ 38.00	\$ 532.00	0	\$ -	0	\$ -
17	18" RC PIPE CULVERT CLASS V	L.F.	84	\$ 60.00	\$ 5,040.00	84	\$ 5,040.00	84	\$ 5,040.00
18	ADJUST GATE VALVE BOX	EACH	6	\$ 100.00	\$ 600.00	0	\$ -	0	\$ -
19	ADJ. FRAME & RING CASTING SANITARY WITH INFI-SHIELD	EACH	1	\$ 550.00	\$ 550.00	0	\$ -	0	\$ -
20	TRAFFIC CONTROL	L.S.	1	\$ 5,500.00	\$ 5,500.00	0.5	\$ 2,750.00	0.5	\$ 2,750.00
21	EROSION CONTROL SUPERVISOR	L.S.	1	\$ 1,500.00	\$ 1,500.00	0.5	\$ 750.00	0.5	\$ 750.00
22	STABILIZED CONSTRUCTION EXITS	L.S.	1	\$ 1,500.00	\$ 1,500.00	0	\$ -	0	\$ -
23	STORM DRAIN INLET PROTECTION	EACH	4	\$ 200.00	\$ 800.00	0	\$ -	0	\$ -
24	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L.F.	1,172	\$ 2.10	\$ 2,461.20	0	\$ -	0	\$ -
25	SEEDING	ACRE	1	\$ 3,150.00	\$ 2,551.50	0	\$ -	0	\$ -
26	4" SOLID LINE LATEX PAINT - WHITE	L.F.	6,128	\$ 0.60	\$ 3,676.80	0	\$ -	0	\$ -
27	4" BROKEN LINE LATEX PAINT - YELLOW	L.F.	667	\$ 0.60	\$ 400.20	0	\$ -	0	\$ -
PROJECT TOTAL					\$ 400,923.95		\$ 191,662.25		\$ 191,662.25

CONTRACT CONSTRUCTION PAYMENT REQUEST

DATE: June 30, 2021

TO: Mayor & City Council
Lee Mattson, City Manager

PROJECT NAME: Safe Routes To School

CITY PROJECT NO. 2007

PAYMENT REQUEST : NO. 2

PAYMENT PERIOD : 5/27/2021-6/25/2021

CONTRACTOR: Ulland Brothers

PAYMENT AMOUNT: \$26,235.13

Approved By:

Nathan Willey 6-30-21
Department Head Date

Michael Fischer 6/30/21
Director of Finance Date

Lee A. Mattson 7-1-21
City Manager Date



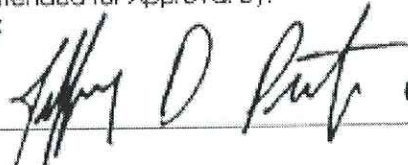
Owner: City of Waseca, 508 South State Street, Waseca, MN 56093	Date: June 25, 2021
For Period: 05/27/2021 to 6/25/2021	Request No: 2
Contractor: Ulland Brothers, Inc., 2400 Myers Road, Albert Lea, MN 56007	

CONTRACTOR'S REQUEST FOR PAYMENT
TH 13 SAFE ROUTES TO SCHOOL IMPROVEMENTS
STANTEC PROJECT NO. 193804971


SUMMARY

1	Original Contract Amount		\$ 273,698.01
2	Change Order - Addition	\$ 0.00	
3	Change Order - Deduction	\$ 0.00	
4	Revised Contract Amount		\$ 273,698.01
5	Value Completed to Date		\$ 179,050.67
6	Material on Hand		\$ 0.00
7	Amount Earned		\$ 179,050.67
8	Less Retainage 5%		\$ 8,952.53
9	Subtotal		\$ 170,098.14
10	Less Amount Paid Previously		\$ 143,863.01
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 2		\$ 26,235.13

Recommended for Approval by:
STANTEC

 6/30/2021

Approved by Contractor:
ULLAND BROTHERS, INC.

 6/28/2021

Approved by Owner:
CITY OF WASECA

Date: _____

Specified Contract Completion Date:
July 30, 2021

No.		Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
BASE BID								
1	2011.601	AS BUILT	LUMP SUM	1	\$1,394.00		0.00	\$0.00
2	2021.501	MOBILIZATION	LUMP SUM	1	\$18,000.00	0.75	1.00	\$18,000.00
3	2102.503	PAVEMENT MARKING REMOVAL	LIN FT	87	\$11.00		0.00	\$0.00
4	2104.502	REMOVE CONCRETE APRON	EACH	1	\$300.00		1.00	\$300.00
5	2104.502	REMOVE METAL APRON	EACH	2	\$500.00	1.00	2.00	\$1,000.00
6	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	10	\$6.50		10.00	\$65.00
7	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	587	\$1.00	713.00	713.00	\$713.00
8	2104.503	REMOVE PIPE CULVERTS	LIN FT	6	\$25.00	6.00	6.00	\$150.00
9	2104.503	REMOVE CURB AND GUTTER	LIN FT	162	\$11.00		176.00	\$1,936.00
10	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	314	\$7.00		386.00	\$2,702.00
11	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	95	\$7.00		88.00	\$616.00
12	2104.518	REMOVE CONCRETE SIDEWALK	SQ FT	340	\$4.75		252.00	\$1,197.00
13	2105.507	SUBGRADE EXCAVATION	CU YD	26	\$15.50		26.00	\$403.00
14	2106.507	EXCAVATION - COMMON	CU YD	200	\$24.00		200.00	\$4,800.00
15	2106.507	COMMON EMBANKMENT (CV)	CU YD	1691	\$21.00		1691.00	\$35,511.00
16	2123.61	SKID LOADER	HOOR	20	\$135.00		0.00	\$0.00
17	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOOR	20	\$150.00		4.00	\$600.00
18	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	431	\$45.00		544.00	\$24,480.00
19	2231.604	BITUMINOUS PATCH SPECIAL	SQ YD	211	\$22.00	197.00	197.00	\$4,334.00
20	2301.602	DRILL AND GROUT REINFORCEMENT BAR (EPOXY COATED)	EACH	87	\$8.00		0.00	\$0.00
21	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	316	\$84.00		316.00	\$26,544.00
22	2451.603	IMPROVED PIPE FOUNDATION	LIN FT	139	\$10.75		0.00	\$0.00
23	2501.502	15" GS PIPE APRON	EACH	6	\$295.00		6.00	\$1,770.00
24	2501.502	18" GS SAFETY APRON AND GRATE DESIGN 31-48	EACH	2	\$485.00		2.00	\$970.00
25	2501.602	PLUG FILL AND ABANDON PIPE CULVERT	EACH	1	\$1,000.00		1.00	\$1,000.00
26	2501.603	15" PIPE CULVERT	LIN FT	98	\$39.00		98.00	\$3,822.00
27	2501.603	18" PIPE CULVERT	LIN FT	35	\$43.50		35.00	\$1,522.50
28	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	6	\$65.00		0.00	\$0.00
29	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	1	\$875.00		1.00	\$875.00
30	2504.602	ADJUST VALVE BOX	EACH	4	\$150.00	3.00	3.00	\$450.00
31	2504.602	IRRIGATION SYSTEM REPAIR	EACH	1	\$250.00		0.00	\$0.00
32	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN G OR H	EACH	1	\$1,750.00		1.00	\$1,750.00
33	2506.502	CASTING ASSEMBLY	EACH	1	\$600.00		1.00	\$600.00
34	2506.502	ADJUST FRAME AND RING CASTING	EACH	2	\$300.00		0.00	\$0.00
35	2521.518	6" CONCRETE WALK	SQ FT	1479	\$10.00		1566.00	\$15,660.00
36	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	LIN FT	189	\$34.00		207.00	\$7,038.00
37	2531.618	TRUNCATED DOMES	SQ FT	180	\$52.00		180.00	\$9,360.00
38	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$3,900.00	0.25	0.75	\$2,925.00
39	2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	SYSTEM	1	\$83,194.00		0.00	\$0.00
40	2573.502	STORM DRAIN INLET PROTECTION	EACH	1	\$125.00		1.00	\$125.00
41	2573.502	CULVERT END CONTROLS	EACH	9	\$70.00	2.00	7.00	\$490.00
42	2573.503	SILT FENCE, TYPE MS	LIN FT	275	\$1.75		279.00	\$488.25
43	2574.507	COMMON TOPSOIL BORROW	CU YD	218	\$10.27	218.00	218.00	\$2,238.86
44	2574.508	FERTILIZER TYPE 1	POUND	331	\$0.55	227.38	227.38	\$125.06
45	2575.505	SEEDING	ACRE	1.36	\$1,000.00	1.16	1.16	\$1,160.00
46	2575.508	SEED MIXTURE 25-151	POUND	264	\$3.00	240.00	240.00	\$720.00
47	2575.508	HYDRAULIC MULCH MATRIX	POUND	3313	\$0.90	2900.00	2900.00	\$2,610.00
48	2582.503	4" SOLID LINE MULTI-COMPONENT	LIN FT	90	\$3.45		0.00	\$0.00
49	2582.503	12" SOLID LINE MULTI-COMPONENT	LIN FT	132	\$9.00		0.00	\$0.00
50	2582.503	24" SOLID LINE MULTI-COMPONENT	LIN FT	63	\$18.00		0.00	\$0.00
51	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN	SQ FT	270	\$9.47		0.00	\$0.00
TOTAL BASE BID								\$179,050.67
TOTAL COMPLETED								\$179,050.67

PROJECT PAYMENT STATUS

OWNER CITY OF WASECA

STANTEC PROJECT NO. 193804971

CONTRACTOR ULLAND BROTHERS, INC.

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	04/26/2021	05/26/2021	143,863.01	7,571.74	151,434.75
2	05/27/2021	06/25/2021	26,235.13	8,952.53	179,050.67

Total Payment to Date		\$170,098.14	Original Contract	\$273,698.01
Retainage Pay # 2		8,952.53	Change Orders #	
Total Amount Earned		\$179,050.67	Revised Contract	\$273,698.01

CONSTRUCTION CONTRACT PAYMENT REQUEST

DATE: JULY 6, 2021

TO: Mayor & City Council
Lee Mattson - City Manager

PROJECT NAME: STATE STREET SOUTH WATER MAIN IMPROVEMENTS - PHASE 2

CITY PROJECT NO. : 2021-07

PAYMENT REQUEST : NO. 1

PAYMENT PERIOD : JUNE 7, 2021 to JUNE 30, 2021

CONTRACTOR: R.A.W. CONSTRUCTION, LLC

CONTRACT

Original Contract sum: \$ 204,115.50

Change Orders

Change Order No. 1 \$ 8,845.00
29-Jun-21

Net change by change orders: \$ 8,845.00

Contract Sum to date: \$ 212,960.50

PAYMENT

Contract Sum to date: \$ 212,960.50

Total earned to date \$ 160,215.50
(Includes Change Orders)

Retainage: 5% \$ 8,010.78

Total earned less retainage: \$ 152,204.73

Less previous payment requests: \$ -


Payment due this request: \$ 152,204.73

% Contract completed to date: 75%


Amount remaining on contract: \$ 52,745.00

Total Amount Due: \$ 152,204.73

Approved By:

 6-30-21
Contractor Date

 6-30-21
City Engineer Date

 6/30/21
Director of Finance Date

 6-30-21
City Manager Date

CERTIFICATE OF PAYMENT

PAGE ONE

PROJECT: STATE STREET SOUTH WATER MAIN IMPROVEMENTS - PHASE 2

PAYMENT PERIOD
FROM: JUNE 7, 2021
TO: JUNE 30, 2021

CITY PROJECT NO. 2021-07

PAYMENT REQUEST NO. 1

ORIGINAL CONTRACT AMOUNT: \$ 204,115.50

DATE: JULY 6, 2021

REVISED CONTRACT AMOUNT: \$ 212,960.50

CONTRACTOR:
R.A.W. CONSTRUCTION, LLC
17575 ECHO AVE
FARIBAULT, MN 55021

CONTRACT APPROVAL DATE: APRIL 6, 2021

CONTRACT COMPLETION DATE: N/A

To the City Council of the City of Waseca, The following payment is requested in accordance with the plans, specifications, and conditions of the contract.

NO.	DESCRIPTION	UNIT	PLAN QTY.	UNIT PRICE	PLAN AMOUNT	THIS PERIOD QUANTITY	THIS PERIOD PAYMENT	TO DATE QUANTITY	TO DATE PAYMENT
1	MOBILIZATION AND TRAFFIC CONTROL	L.S.	1	\$ 10,000.00	\$ 10,000.00	1	\$ 10,000.00	1	\$ 10,000.00
2	DETOUR	L.S.	1	\$ 3,100.00	\$ 3,100.00	0.5	\$ 1,550.00	0.5	\$ 1,550.00
3	REMOVE WATER MAIN PIPE	LN. FT.	404	\$ 1.00	\$ 404.00	405	\$ 405.00	405	\$ 405.00
4	ABANDON & FILL WATER MAIN PIPE	LN. FT.	300	\$ 10.00	\$ 3,000.00	402	\$ 4,020.00	402	\$ 4,020.00
5	REMOVE BITUMINOUS PAVEMENT OVER CONCRETE	SQ. YD.	500	\$ 4.00	\$ 2,000.00	500	\$ 2,000.00	500	\$ 2,000.00
6	REMOVE BITUMINOUS PAVEMENT	SQ. YD.	1200	\$ 5.00	\$ 6,000.00	1200	\$ 6,000.00	1200	\$ 6,000.00
7	SAWCUT PAVEMENT (FULL DEPTH)	LN. FT.	950	\$ 5.00	\$ 4,750.00	1002	\$ 5,010.00	1002	\$ 5,010.00
8	REMOVE WATER MANHOLE	EACH	3	\$ 100.00	\$ 300.00	3	\$ 300.00	3	\$ 300.00
9	COMMON EXCAVATION (EV) (P)	CU.YD.	1600	\$ 7.00	\$ 11,200.00	1600	\$ 11,200.00	1600	\$ 11,200.00
10	AGGREGATE BASE, CLASS 5 (CV)	CU.YD.	560	\$ 18.50	\$ 10,360.00	560	\$ 10,360.00	560	\$ 10,360.00
11	SELECT GRANULAR BORROW (CV) (P)	CU.YD.	1033	\$ 13.50	\$ 13,945.50	1033	\$ 13,945.50	1033	\$ 13,945.50
12	BITUMINOUS PAVING	TON	650	\$ 86.00	\$ 55,900.00	0	\$ -	0	\$ -
13	TACK COAT	GAL.	170	\$ 1.00	\$ 170.00	0	\$ -	0	\$ -
14	CONNECT TO EXISTING WATER MAIN	EACH	6	\$ 1,400.00	\$ 8,400.00	6	\$ 8,400.00	6	\$ 8,400.00
15	6" GATE VALVE AND BOX	EACH	1	\$ 2,150.00	\$ 2,150.00	2	\$ 4,300.00	2	\$ 4,300.00
16	8" GATE VALVE AND BOX	EACH	2	\$ 2,640.00	\$ 5,280.00	3	\$ 7,920.00	3	\$ 7,920.00
17	RECONNECT WATER SERVICE (COMPLETE)	EACH	7	\$ 750.00	\$ 5,250.00	7	\$ 5,250.00	7	\$ 5,250.00
18	WATER MAIN TESTING	L.S.	1	\$ 1,900.00	\$ 1,900.00	1	\$ 1,900.00	1	\$ 1,900.00
19	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LN. FT.	24	\$ 45.00	\$ 1,080.00	34	\$ 1,530.00	34	\$ 1,530.00
20	8" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LN. FT.	680	\$ 66.00	\$ 44,880.00	680	\$ 44,880.00	680	\$ 44,880.00
21	DUCTILE IRON FITTINGS	POUND	1050	\$ 8.00	\$ 8,400.00	1050	\$ 8,400.00	1050	\$ 8,400.00
22	TEMPORARY WATER SERVICE	L.S.	1	\$ 4,000.00	\$ 4,000.00	1	\$ 4,000.00	1	\$ 4,000.00
23	4" SOLID WHITE LINE, PAINT	LN. FT.	450	\$ 1.00	\$ 450.00	0	\$ -	0	\$ -
24	12" SOLID WHITE LINE, PAINT	LN. FT.	238	\$ 2.00	\$ 476.00	0	\$ -	0	\$ -
25	4" BROKEN YELLOW LINE, PAINT	LN. FT.	720	\$ 1.00	\$ 720.00	0	\$ -	0	\$ -
26	HYDRANT INSTALLATION (CHANGE ORDER NO. 1)	L.S.	1	\$ 8,845.00	\$ 8,845.00	1	\$ 8,845.00	1	\$ 8,845.00
PROJECT TOTAL:					\$ 212,960.50		\$ 160,215.50		\$ 160,215.50

CITY OF WASECA CHANGE ORDER FORM

CHANGE ORDER NO. 1

CITY PROJECT #: 2021-07

PROJECT NAME: STATE STREET SOUTH WATER MAIN IMPROVEMENTS - PHASE 2

CONTRACTOR NAME AND ADDRESS: R.A.W. CONSTRUCTION, LLC
17575 ECHO AVENUE, FARIBAULT, MN 55021

THIS CHANGE ORDER IS A CHANGE IN THE CONTRACT:

TIME		PRICE	
ORIGINAL CONTRACT TIME:	N/A	ORIGINAL CONTRACT AMOUNT:	\$ 204,115.50
PREVIOUS CONTRACT TIME CHANGES:	N/A	PREVIOUS CHANGE ORDER TOTAL:	\$ -
CONTRACT TIME OF THIS CHANGE ORDER:	N/A	AMOUNT OF THIS CHANGE ORDER:	\$ 8,845.00
REVISED CONTRACT TIME:	N/A	REVISED CONTRACT AMOUNT:	\$ 212,960.50

[illegible]

CHANGE ORDER TOTAL:	\$ 8,845.00
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THE JUSTIFICATION FOR THIS CHANGE ORDER IS:


During construction, it was discovered that the hydrant lead valve was broken and needed replacement. It was decided by the Waseca Water Department to proceed with replacement of the hydrant at that time as well.

City Engineer
CITY OF WASECA REPRESENTATIVE

Nathan Wilkey
SIGNATURE

DATE 6-29-21

Tom Wiegman
CONTRACTOR REPRESENTATIVE


SIGNATURE

6-29-21

DATE

Title:	I&I (Inflow & Infiltration) Project, Acceptance of Bids and Bid Award		
Meeting Date:	July 6, 2021	Agenda Item Number:	6H
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	Attached Bids
Originating Department:	Sanitary Sewer Utility	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>			
How does this item pertain to Vision 2030 goals?	Working to resolve I&I issues improves high quality community assets by allowing for growth, complying with MPCA wastewater mandates, resolving basement flooding from wastewater, and resolving wastewater releases to the environment.		

BACKGROUND: The City of Waseca has been working on complying with a wastewater I&I SOC (Schedule of Compliance) which was negotiated with the MPCA and authorized by the City Council in 2018. The purpose of the SOC is to greatly minimize the release of untreated wastewater to the environment and to residential basements.

This year's project includes cleaning & televising & lining of City sanitary sewer mains, lining of City sanitary sewer manhole structures, and televising of private property sanitary sewer laterals (discharge pipes from houses to the City mains). The project location this year is known as the Noetzel Addition, or due north of Clear Lake Park, where sewer services go to the backyard City mains. Also, the City sewer main from this subdivision to the Fairgrounds Lift Station will be lined.

BUDGET IMPACT: The 2021 Sanitary Sewer budget includes \$450,000 to continue the I&I reduction program. Visu-Sewer, low bidder for the base bid is \$245,385; with the Alternate No. 1 bid for televising lateral services at \$69,560 (35 homes +/-), for a total bid amount of \$314,945.00.

ALTERNATIVES CONSIDERED: One initial thought was to include service lateral lining with this project. However, staff determined a more measured approach of not lining laterals at this time would be best for learning and financial reasons. The project timeline calls for construction this fall. Alternate No. 1 bid is based on cleaning and televising lateral services from the City main, which is quite expensive. If cleaning and televising could be done from basements, the anticipated cost would be in the range of \$20,000; however, this method requires entering homes to do the work.

RECOMMENDATION: City Council accept the attached bids and award the project to Visu-Sewer.

Project Name: **Waseca Phase 1 Sanitary Sewer Improvements**

I hereby certify that this is an exact reproduction of bids received.

City Project No.: _____

Stantec Project No.: 193805190

Bid Opening: Thursday, July 1, 2021 at 10 A.M., CDT

Owner: **City of Waseca**Tyler McLeete, P.E.
License No. S1774

BID TABULATION				Bidder No. 1		Bidder No. 2		Bidder No. 3	
				Visu-Sewer		Insituform Technologies USA, LLC		Granite Inliner, LLC, MN	
Item Num	Item	Units	Qty	Unit Price	Total	Unit Price	Total	Unit Price	Total
BASE BID									
PART 1: SANITARY SEWER REHABILITATION									
1	MOBILIZATION	LS	1	\$5,212.50	\$5,212.50	\$34,875.00	\$34,875.00	\$20,000.00	\$20,000.00
2	TRAFFIC CONTROL	LS	1	\$2,500.00	\$2,500.00	\$3,211.70	\$3,211.70	\$6,000.00	\$6,000.00
3	BYPASS PUMPING	LS	1	\$4,500.00	\$4,500.00	\$9,415.10	\$9,415.10	\$7,000.00	\$7,000.00
4	SANITARY SEWER PIPE CLEANING AND TELEVISION	LF	3475	\$1.50	\$5,212.50	\$3.00	\$10,425.00	\$5.00	\$17,375.00
5	8" SEWER REHABILITATION, CIPP	LF	2800	\$36.75	\$102,900.00	\$39.00	\$109,200.00	\$60.00	\$168,000.00
6	8" PRE-LINER	LF	1400	\$0.50	\$700.00	\$2.10	\$2,940.00	\$5.00	\$7,000.00
7	10" SEWER REHABILITATION, CIPP	LF	675	\$43.00	\$29,025.00	\$47.50	\$32,062.50	\$65.00	\$43,875.00
8	10" PRE-LINER	LF	340	\$0.50	\$170.00	\$2.60	\$884.00	\$6.00	\$2,040.00
9	SERVICE REINSTATEMENT	EA	60	\$25.00	\$1,500.00	\$154.30	\$9,258.00	\$300.00	\$18,000.00
10	SEWER PIPE JOINT GROUTING	GAL	25	\$10.00	\$250.00	\$132.30	\$3,307.50	\$200.00	\$5,000.00
TOTAL PART 1: SANITARY SEWER REHABILITATION					\$151,970.00		\$215,578.80		\$294,290.00
PART 2: MANHOLE REHABILITATION									
11	MOBILIZATION	LS	1	\$4,500.00	\$4,500.00	\$4,657.70	\$4,657.70	\$5,000.00	\$5,000.00
12	TRAFFIC CONTROL	LS	1	\$250.00	\$250.00	\$1,587.80	\$1,587.80	\$2,000.00	\$2,000.00
13	BYPASS PUMPING	LS	1	\$1,500.00	\$1,500.00	\$1,058.60	\$1,058.60	\$1,000.00	\$1,000.00
14	MH REHAB JOINT GROUTING	GAL	500	\$10.00	\$5,000.00	\$10.60	\$5,300.00	\$15.00	\$7,500.00
15	REHAB SANITARY SEWER MH	LF	175	\$360.00	\$63,000.00	\$417.10	\$72,992.50	\$420.00	\$73,500.00
16	BENCH AND INVERT REPAIR	SF	240	\$26.00	\$6,240.00	\$21.20	\$5,088.00	\$30.00	\$7,200.00
TOTAL PART 2: MANHOLE REHABILITATION					\$80,490.00		\$90,684.60		\$96,200.00
PART 3: STREET, ACCESS AND RESTORATION									
17	REMOVE AND REPLACE ADJUSTING RINGS	EA	3	\$4,225.00	\$12,675.00	\$3,112.20	\$9,336.60	\$3,200.00	\$9,600.00
18	GROUND PROTECTION MATS	LF	250	\$1.00	\$250.00	\$89.30	\$22,325.00	\$80.00	\$20,000.00
TOTAL PART 3: STREET, ACCESS AND RESTORATION					\$12,925.00		\$31,661.60		\$29,600.00
BID SUMMARY:									
TOTAL PART 1: SANITARY SEWER REHABILITATION					\$151,970.00		\$215,578.80		\$294,290.00
TOTAL PART 2: MANHOLE REHABILITATION					\$80,490.00		\$90,684.60		\$96,200.00
TOTAL PART 3: STREET, ACCESS AND RESTORATION					\$12,925.00		\$31,661.60		\$29,600.00
TOTAL BASE BID					\$245,385.00		\$337,925.00		\$420,090.00
ALTERNATES									
ALTERNATE 1: LATERAL CLEANING & CCTV									
19	MOBILIZATION	LS	1	\$65,000.00	\$65,000.00	\$1,533.90	\$1,533.90	\$12,000.00	\$12,000.00
20	TRAFFIC CONTROL	LS	1	\$500.00	\$500.00	\$529.30	\$529.30	\$3,000.00	\$3,000.00
21	CLEAN 4-6" LATERAL	LF	2800	\$0.10	\$280.00	\$7.90	\$22,120.00	\$10.00	\$28,000.00
22	CCTV LATERAL	LF	2800	\$0.10	\$280.00	\$7.90	\$22,120.00	\$10.00	\$28,000.00
23	SMOKE/DYE TESTING	LS	1	\$3,500.00	\$3,500.00	\$7,939.20	\$7,939.20	\$8,000.00	\$8,000.00
TOTAL ALTERNATE 1: LATERAL CLEANING & CCTV					\$69,560.00		\$54,242.40		\$79,000.00
BID SUMMARY:									
TOTAL BASE BID					\$245,385.00		\$337,925.00		\$420,090.00
TOTAL ALTERNATE 1: LATERAL CLEANING & CCTV					\$69,560.00		\$54,242.40		\$79,000.00
TOTAL BASE BID + ALTERNATE 1					\$314,945.00		\$392,167.40		\$499,090.00
Contractor Name and Address:				Visu-Sewer, Inc. W230-N4855 Belker Dr. Pewaukee, WI 53072		Insituform Technologies USA, LLC 17988 Edison Avenue Chesterfield, MO 63005		Granite Inliner, LLC MN 16028 Forest Blvd N. PO Box 353 Hugo, MN 55038	
Phone:				262-695-2340		636-530-8000		651-347-4850	
Email:				visu-info@visu-sewer.com		jlause@aegion.com		al.smith@gcinc.com	
Signed By:				Keith M. Alexander		Jana Lause		J. Alan Smith	
Title:				President		Contracting & Atesting Officer		Area Manager	
Signed Responsible Contractor Certificate:				Yes		Yes		Yes	
Bid Security:				Bid Bond		Bid Bond		Bid Bond	
Addenda Acknowledged:				1		1		1	

July 1, 2021

Honorable Mayor and City Council
City of Waseca
508 State St. S.
Waseca, MN 56093

Re: Waseca Phase 1 Sanitary Sewer Improvements
Project No. 193805190
Bid Results

Dear Honorable Mayor and City Council:

Bids were opened for the Project stated above on July 1, 2021. Transmitted herewith is a copy of the Bid Tabulation for your information and file. Copies will also be distributed to each Bidder once the Project has been awarded.

There were a total of 3 Bids. The following summarizes the results of the Bids received:

	<u>Contractor</u>	<u>Total Base Bid</u>	<u>Alternate No. 1</u>	<u>Base Bid + Alt. No. 1</u>
Low	Visu-Sewer	\$245,385.00	\$69,560.00	\$314,945.00
#2	Insituform Technologies USA LLC	\$337,925.00	\$54,242.40	\$392,167.40
#3	Granite Inliner, LLC, MN	\$420,090.00	\$79,000.00	\$499,090.00

The low Bidder on the Project was Visu-Sewer, with a Total Base Bid Amount of \$245,385.00. This compares to the Engineer's Opinion of Probable Costs of \$331,255.00. These Bids have been reviewed and found to be in order.

If the City Council wishes to award the Project to the Low Bidder, then Visu-Sewer, Inc. should be awarded the Project on the Total Base Bid Amount of \$245,385.00. If the City Council wishes to award the Project to the Low Bidder for Total Base Bid plus Alternate No. 1, then Visu-Sewer, Inc. should be awarded the Project on the Total Base Bid Plus Alternate No. 1 in the Amount of \$314,945.00.

Should you have any questions, please feel free to contact me at (612) 712-2089.

Sincerely,



Tyler J. McLeete, PE
Enclosure

Title:	Public Nuisance - Public Hearing		
Meeting Date:	July 6, 2021	Agenda Item Number:	7A
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	
Originating Department:	Community Development	Presented By:	City Attorney
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to set enforcement and abatement of the property located at 204 12 th Ave NW in the City of Waseca.		
How does this item pertain to Vision 2030 goals?	Promotes good Governance.		

BACKGROUND: The City has received complaints regarding nuisance conditions on the property located at 204 12th Ave NW in Waseca. Per procedure, staff investigated the property and sent correspondence to the property owner on November 20, 2020. The property was re-inspected on December 17, 2020, again on January 27, 2021; February 26, 2021; March 9, 2021; April 9, 2021, and requested nuisance citations from the Waseca Police Department on February 1, 2021 & May 4, 2021. Little progress is evident as of July 1, 2021. The current condition constitutes a public nuisance per City ordinances.

BUDGET IMPACT: Incurred costs for abatement will be charged to the property owner.

POLICY QUESTION: The City Council has the authority to order summary enforcement and the abatement of the nuisance.

ALTERNATIVES CONSIDERED: None.

RECOMMENDATION: Host a public hearing on July 6, 2021, to request the City Council to approve action to enact civil remedies against the property owner and the property for the nuisance.



508 South State Street ■ Waseca, Minnesota 56093-3033
507-835-9700 ■ FAX 507-835-8871 ■ www.ci.waseca.mn.us

December 17, 2020

Shawn Farrenkopf
204 12th Ave NW
Waseca, MN 56093

Dear Shawn,

This letter is to inform you that the City of Waseca **re-inspected** your property located at **204 12th Ave NW** on **12/16/2020** regarding the City Code violation(s).

The violation(s) still exists and must be brought into compliance by December 31, 2020.

Compliance requires:

- **Discarded and accumulated garbage, rubbish, materials must be stored inside or removed from the property.**

91.37 (A) Unattended or discarded furniture, appliances, materials and debris.

- (1) **Unless housed in or placed upon a lawfully erected building** or receptacle; household furnishings or appliances, discarded or disused machinery, automobile bodies, paper, boxes, wood, metal, concrete, cans, bottles, trash, ashes or debris of any description whatsoever unattended or accumulating, or the rank growth of vegetation among the items so accumulated;
- (2) The sorting, piling or keeping of old machinery or other junk or debris upon any public or private property; and
- (3) Placing paper, materials, litter or debris on public or private property, including parked vehicles or throwing paper, litter or debris from motor vehicles or buildings.

If this violation is not brought into compliance by December 31, 2020 a request for a Citation will be sent to the Waseca Police Department for the violation(s).

Violation of the Waseca Code of Ordinances is a petty misdemeanor, which is punishable by a fine of up to \$300.

As the property owner or directly affected person you have the right to appeal in writing within 10 days of this letter. The City of Waseca has the right to place a lien on the property for incurred expenses.

If you have any questions or are in need of any additional information, please feel free to contact me. Thank you for your cooperation in this matter.

Sincerely,



Bill Green
Planning & Zoning Coordinator
City of Waseca
507-835-9738
billg@ci.waseca.mn.us



Angie Grotberg
Lieutenant
Waseca Police Department
507-835-9722
angieg@ci.waseca.mn.us



204 12th Ave NW



Discarded materials, rubbish, garbage, tires



Discarded materials, rubbish, garbage





508 South State Street Waseca, Minnesota 56093-3097
(507) 835-9700 FAX (507) 835-8871 www.ci.waseca.mn.us

May 4, 2021

To: Angie Grotberg – Waseca Police Department

From: Bill Green – Planning & Zoning Coordinator, City of Waseca 

CET Case #FN2020-00019

I am requesting Citation(s) be issued by the Waseca Police Department for the following violation(s).

Property Owner: Shawn Farrenkopf

Property Address: 204 12th Ave NW
Waseca MN 56093

Mailing Address: Same

Summary:

The property has been cited for property maintenance violations. The property owner(s) have not completed the required action to bring the property into compliance.

The City Attorney issued a letter to the property owner dated April 9, 2021, stating the property shall be in compliance by April 26, 2021, or further action may be pursued.

Photo documentation on May 3, 2021 shows the property remains in violation of several City Ordinances. Additional Photo Documentation is attached.

Please issue seven (7) Citations for:

91.36 PUBLIC NUISANCES AFFECTING HEALTH. (Overflowing garbage containers, loose bags of garbage)

The following are hereby declared to be nuisances affecting health.

(A) Accumulations; organic matter.

- (1) Exposed accumulation of decayed or unwholesome food or vegetable matter; and
- (2) Accumulations of manure.

(B) Accumulations; refuse and debris.

- (1) Accumulations of refuse or other debris; and
- (2) Garbage cans and privy vaults which are not rodent-free or fly-tight or which are so maintained as to constitute a health hazard or to emit foul and disagreeable odors.

91.37 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY. **(white truck box)**

The following are declared to be nuisances affecting public peace and safety.

(A) *Unattended or discarded furniture, appliances, materials and debris.*

(1) Unless housed in or placed upon a lawfully erected building or receptacle; household furnishings or appliances, discarded or disused machinery, **automobile bodies**, paper, boxes, wood, metal, concrete, cans, bottles, trash, ashes or debris of any description whatsoever unattended or accumulating, or the rank growth of vegetation among the items so accumulated;

91.37 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY. **(rubbish, material, discarded items)**

The following are declared to be nuisances affecting public peace and safety.

(A) *Unattended or discarded furniture, appliances, materials and debris.*

(1) Unless housed in or placed upon a lawfully erected building or receptacle; household furnishings or appliances, discarded or disused machinery, automobile bodies, **paper, boxes, wood, metal, concrete, cans, bottles, trash, ashes or debris of any description whatsoever unattended or accumulating**, or the rank growth of vegetation among the items so accumulated;

(2) The **sorting, piling or keeping of old machinery or other junk or debris upon any public or private property**; and

(3) Placing paper, materials, litter or debris on public or private property, including parked vehicles or throwing paper, litter or debris from motor vehicles or buildings.

91.37 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY. **(silver Chrysler, parked on lawn)**

The following are declared to be nuisances affecting public peace and safety.

(A) *Unattended or discarded furniture, appliances, materials and debris.*

(1) Unless housed in or placed upon a lawfully erected building or receptacle; household furnishings or appliances, discarded or disused machinery, automobile bodies, paper, boxes, wood, metal, concrete, cans, bottles, trash, ashes or debris of any description whatsoever unattended or accumulating, or the rank growth of vegetation among the items so accumulated;

(2) The sorting, piling or keeping of old machinery or other junk or debris upon any public or private property; and

(3) Placing paper, materials, litter or debris on public or private property, **including parked vehicles** or throwing paper, litter or debris from motor vehicles or buildings.

91.37 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY. **(black Chevrolet Tahoe, parked on lawn, in City ROW)**

The following are declared to be nuisances affecting public peace and safety.

(A) *Unattended or discarded furniture, appliances, materials and debris.*

(1) Unless housed in or placed upon a lawfully erected building or receptacle; household furnishings or appliances, discarded or disused machinery, automobile bodies, paper, boxes, wood, metal, concrete, cans, bottles, trash, ashes or debris of any description whatsoever unattended or accumulating, or the rank growth of vegetation among the items so accumulated;

(2) The sorting, piling or keeping of old machinery or other junk or debris upon any public or private property; and

(3) Placing paper, materials, litter or debris on public or private property, **including parked vehicles** or throwing paper, litter or debris from motor vehicles or buildings.

91.37 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY. **(black Chevrolet Tahoe, expired tabs)**

The following are declared to be nuisances affecting public peace and safety.

(D) **Inoperable motor vehicle, racing cars and stock cars.**

(1) The **keeping, storing or permitting the parking of an inoperable motor vehicle**, racing car or stock car upon any public or private property, with the exception of cars bearing current state license and being repaired on property zoned for the activity and at a facility meeting state's Building Code and other applicable state standards for performing the work.

(2) Servicing, repairing, replacing parts or doing maintenance work on an inoperable motor vehicle, racing car or stock car on a public street or on any private lands or premises unless it shall be within a building on such private premises that is authorized by the zoning ordinance, state's Building Code and other applicable state law for conducting the activity.

(3) For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

INOPERABLE. Lacking vital component parts essential to the mechanical functioning of the vehicle, including, but not limited to the motor, drive train and wheels.

INOPERABLE MOTOR VEHICLE. Any vehicle which is inoperable, or which is partially dismantled, or which is used for sale of parts or as a source of repair or replacement parts for other vehicle, or which is kept for scrapping, dismantling or salvage of any kind, or which is **not properly licensed** for operation within the state by the state.

91.37 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY. (tires)

The following are declared to be nuisances affecting public peace and safety.

(D) *Inoperable motor vehicle, racing cars and stock cars.*

(1) The keeping, storing or permitting the parking of an inoperable motor vehicle, racing car or stock car upon any public or private property, with the exception of cars bearing current state license and being repaired on property zoned for the activity and at a facility meeting state's Building Code and other applicable state standards for performing the work.

(2) Servicing, repairing, replacing parts or doing maintenance work on an inoperable motor vehicle, racing car or stock car on a public street or on any private lands or premises unless it shall be within a building on such private premises that is authorized by the zoning ordinance, state's Building Code and other applicable state law for conducting the activity.

(3) For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

INOPERABLE. Lacking vital component parts essential to the mechanical functioning of the vehicle, including, but not limited to the motor, drive train and wheels.

INOPERABLE MOTOR VEHICLE. Any vehicle which is inoperable, or **which is partially dismantled**, or which is used for sale of parts or as a source of **repair or replacement parts for other vehicle, or which is kept for scrapping, dismantling** or salvage of any kind, or which is not properly licensed for operation within the state by the state.







Title:	Memorial Park Dog Park Fencing		
Meeting Date:	July 6, 2021	Agenda Item Number:	7B
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> REQUESTS/PRESENTATIONS <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	
Originating Department:	Parks	Presented By:	City Manager
Approved By City Manager: <input checked="" type="checkbox"/>			
How does this item pertain to Vision 2030 goals?	Building High Quality Community Assets		

BACKGROUND: On June 22, 2021, the City Council held a Joint Work Session with the Park Board and Dog Park Committee to discuss converting the westernmost ballfield (Field 3) at Memorial Park into a Dog Park. The consensus of those present was that staff would obtain quotes for the construction of two enclosed areas for use by our canine friends. The concrete work required by the project will be completed by Public Works staff as will in installation/reinstallation of benches and garbage cans, while a citizen's group will raise funds for the installation of other amenities. Access to water will be provided at the octagonal building located just north of the proposed enclosures. As the existing ballfield is scheduled for use through the summer, removal of the existing fence and other construction projects cannot commence until at least August 9, 2021.

Staff has received two quotes for the installation of fencing for this project. Unfortunately, it is not entirely clear if either quote will agree to abide by all the conditions envisioned in the specifications to fairly compare quotes. The uncertain nature of the fill & debris used to create the ballfield has contractors reluctant to guarantee the final scope of work, with the quotes indicating they do not include potential costs associated with difficulties encountered in setting fence posts into debris. The final quote from Sun-Up Construction is the most complete quote. There is some uncertainty for the Council in awarding a project, both in determining which quote will be less expensive for the City and in terms of what the final cost of the fencing project may be. Once the job is started, the City may find itself in a position where costs increase and completion of the project may require an immediate staff decision on whether to agree with a proposed price increase based on unforeseen site conditions. It is also very possible that the full extent of change orders to compensate the contractor for fencepost installation will not be known until the project is completed, meaning that at some level a blank check is being issued for the project. The Council will need to determine how comfortable they are with this uncertainty, which is inherent to complete the work. At the same time, staff is willing to help the contractor work through difficult field conditions, such as using City equipment and labor to jackhammer through debris to set fence posts.

In considering this project, the City Council has not completed any formal process to obtain public input. Staff does not believe that any process is legally required but is compelled to bring this to the Council's attention as there has been a very abbreviated process of Council involvement in this project with less than two months

between formal identification of a specific project location and this potential award of work related to the project.

BUDGET IMPACT: Costs associated with the fencing project will be largely paid for by utilizing approximately \$63,000 in park dedication fees. This is all the park dedication funds that the City has. Additional costs, as necessary, will be funded from the City's Capital Fund, which does currently have 2021 dollars available due to projects coming in under budget. The Capital Fund is projected to have a long-term deficit, and so any funds taken to supplement the cost of this project will increase that future shortfall.

ALTERNATIVES CONSIDERED: City staff will assist the contractor as mutually agreed upon.

RECOMMENDATION: Staff recommends that the Council discuss the potential pitfalls of proceeding as summarized in this Request for Council Action. Staff is reasonably confident in being able to work with Sun-Up Construction based on their final quote submittal. **If the Council desires to proceed, staff recommends awarding the project to Sun-Up construction with a base quote of \$56,418.00 and authorizes staff to complete the project, as necessary.**