

WORK SESSION – 6 P.M. RE: Watertower/Political Signs/City Managers Employment Agreement

REGULAR WASECA CITY COUNCIL MEETING

TUESDAY, JUNE 1, 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
- 6 CONSENT AGENDA

- A. Minutes –Regular City Council Meeting & Work Sessions, May 18
- B. Payroll & Expenditures
- C. Accepting Lucas Kruse EDA Application
- D. Approval of Contract Payment: Ulland Bro's
- E. Approval of Exention of Premise: BoxCar Bar Annual Event

- 7 ACTION AGENDA

- A. RCCA: Review First Addendum to City Manager's Employment Agreement

- 8 REPORTS

- A. City Manager's Report
- B. Commission Reports
 - Fire Relief
 - Park Board
 - Airport Board

- 9 ANNOUNCEMENTS

- 10 ADJOURNMENT

MINUTES
REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, MAY 18, 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 Mark Christiansen
Allan Rose

Staff Present: Lee Mattson, City Manager
Mike Anderson, Assistant to the City Manager
Bill Green, Planning and Zoning Coordinator
Nate Willey, City Engineer

Others Present: Michelle Oswald, Resident
Genie Sexton, Park Board Member

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 Motion was made by Jeremy Conrath, seconded by Rose to approve the agenda as presented.
Motion carried 7-0.

PUBLIC COMMENT

- 4 Resident Michelle Oswald (& Park Board Member) informed the Council about her wanting a Dog Park.

Genie Sexton of the Park Board approached the Council and gave some background history about Waseca and the quest for a Dog Park.

Park Board Update: Mr. Christiansen gave his Park Board update following the comments from Oswald and Sexton. He gave a history of the Dog Park process to date and answered questions from the Council.

REQUESTS AND PRESENTATIONS

- 5 None

CONSENT AGENDA

- 6 It was moved by Jeremy Conrath, seconded by Mansfield, to approve the Consent Agenda as presented. The motion carried 7-0 and included:

- A. Minutes –Regular City Council Meeting & Work Session May 4
- B. Payroll & Expenditures

- C. **Resolution 21-14:** Airport Grant Agreement
- D. **Resolution 21-20:** MnDOT Agreement for Hwy 13 & 7th Ave Signal Project
- E. RCCA: Authorizing for bids – Sanitary Sewer Lining Project

ACTION AGENDA

7A. Resolution 21-21 – LaDue Variance Request

Planning and Zoning Coordinator Green explained to Council that the variance was for an accessory structure more than the 10% lot size requirement along with minimum driveway size. The Planning Commission reviewed this request and recommended approval to City Council. Motion was made by Mansfield, seconded by Arndt to approve Resolution 21-21. Motion carried 7-0

B. Resolution 21-22 – Southside Marine Conditional Use Permit

P & Z Coordinator Green presented Southside Marine request to have an LP fill-up station on their site. Allowing this in the I-2 zoning district requires a CUP. The Planning Commission has recommended approval to the City Council. Motion was made by Arndt, seconded by J Conrath. Motion carried 7-0.

C. Public Hearing - Nace Variance & Zoning Request

Nace is requesting a variance to allow a minor subdivision process with an existing building, which will encroach 12.4 feet into the required minimum side setback of 20 feet. The applicant is also requesting the rezoning of the Northwest parcel of land (Parcel A1) created by the minor subdivision from R-2, Urban Residential District, to B-2, Community Retail and Service Business District.

Public Hearing: 7:53 p.m. Nobody approached Council. Motion was made by J Conrath, seconded by Mansfield to approve Resolution 21-23 & Ordinance 1090 to complete this request. Motion carried 7-0.

D. Public Hearing – Fox Meadows: Preliminary Plat, Final Plat, PUD

Worke Fox Meadows LLC is requesting a Preliminary Plat, a Final Plat, and a Planned Unit Development District for the subdivision which will consist of twenty-one (21) single family lots and one outlot. Each resulting lot would be developed for single family residential homes.

Public Hearing: 7:58 p.m. Nobody approached Council. Motion was made by Christiansen, seconded by Rose to approve Resolution 21-24 & Ordinance 1091. Motion carried 7-0.

E. Public Hearing – Driver Visibility at SE Corner of Elm Ave & 2nd St SW

Discussion on a parking space close to the corner has been a hot topic. City Engineer Willey presented information and support to remove the parking stall.

Public Hearing: 8:06 p.m. Mark Buker of Personalized Printing informed Council that there is a lack of parking in downtown Waseca but is all for safety within the downtown. Council also received a letter from Tim Collins that was part of the Agenda Packet. Motion was made by Rose, seconded by Srp to remove the parking space. Motion carried 4-3 (Arndt, Mansfield, J Conrath opposed)

F. RCCA: Elm Ave Turn Lane Discussion

Due to the County owning the Road and MnDOT using Federal Funds to reconstruct Elm Ave, there is nothing the City can do regarding reducing the size of the turn lane on Elm onto 2nd St SW. Council elected to discontinue the efforts on this subject.

G. RCCA: Council Meeting Format

Motion was made by Mansfield, seconded by J Conrath to begin meeting back to normal in the Chambers. Motion carried 7-0.

REPORTS

8 A. City Manager's Report

- Arik Matson, Kris Markeson, Tim Schroeder, and Andrew Harren received an award from the MN Chief of Police Association. The awards banquet will be November 2
- Brittany Donovan has accepted the part time Payroll Clerk position and begins June 23
- Staff continues to address the daycare shortage in Waseca
- Spring Business Summit is this Friday at the VFW
- No updates on the Gaiter Lake Project

B. Commission Reports

Planning Commission

- Welcomes Steve Jes to the Commission
- Recommended all the items to Council on the agenda tonight

EDA

- Discussed the Lakeshore Inn and them turning to Non-Profit status
- Paul Snook gave an update on the Economic Development website
- There are new owners of the E.F. Johnson building
- Grocery Store discussions continue to take place
- Currently 1 application for the Entrepreneurial challenge

ANNOUNCEMENTS

- 9 T. Conrath– Thanked all the local Fire Departments for their response to the Hog Barn fire Christiansen – The Marching Jays are going to Branson, good luck!
J. Conrath – Thanks to the crew for parks and trails clean up
Srp – Matson event is this Saturday

ADJOURNMENT

- 10 There being no further business to be brought before the Council, it was moved by Arndt seconded by Jeremy Conrath, to adjourn the meeting at 8:47 p.m.; Motion carried 7-0.

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

MINUTES
CITY COUNCIL WORK SESSION
TUESDAY, MAY 4, 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
	Alicia Fischer, Finance Director
	Kristy Larson, Human Resources Director

City Services

The Work Session began at 6:00 P.M.

The City Manager informed Council that the handout for this session was a list of Departments with bullet points of functions within each Department. Mr. Mattson also told Council that this was a summary of functions which included such Departments:

- | | |
|---|--------------------------------|
| - Police | - Engineering |
| - Fire | - Building and Code Compliance |
| - Community Development/Planning and Zoning | - Public Works |
| - Administrator | - Parks |
| - Economic Development | - Water Park |
| - Finance | |

The Council talked about select Departments while the City Manager answered questions.

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

R. D. SRP
MAYOR

MIKE ANDERSON
ASSISTANT TO THE CITY MANAGER

Micael Fischer

6B

LIST OF EXPENDITURES

June 1, 2021

Lee A. Miller

=====
City Council 4,250.00
Streets 26,169.32
Parks 15,409.54
Wastewater 8,589.01
Utility Administration 4,850.92
Utility Billing 8,129.15
Electric 14,374.71
Water 8,047.60
Building and Code Compliance 2,786.72
Police 55,950.85
Administration 7,921.73
Community Aides 795.50
Fire 9,362.68
Paid On Call Fire Department 1,230.96
Election Judges 0.00
Finance 8,907.30
Connections 2,414.10
Community Development 6,166.05
Engineering 16,507.99
Recreation 3,077.72
Econ Development 6,358.19

Total Gross Payroll 211,300.04

*Less- Payroll Deductions (69,392.11)

Net Payroll Cost \$ 141,907.93

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated:

May 15th 2021- May 28th 2021

Includes check #'s 156747-156794

Bank ACH Withdrawals..... 523,164.29

GRAND TOTAL EXPENDITURES \$ 665,072.22

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
General Fund					
05/28/2021	52127	MN Sales and Use Tax Payable	Sales tax payable	101-20210-0000	109.78
Total 101202100000:					109.78
05/20/2021	52121	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 5/16/2021	101-21701-0000	19,266.11
Total 101217010000:					19,266.11
05/20/2021	52116	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 5/16/2021	101-21702-0000	8,851.13
Total 101217020000:					8,851.13
05/20/2021	52121	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 5/16/2021	101-21703-0000	8,677.29
05/20/2021	52121	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 5/16/2021	101-21703-0000	8,677.29
Total 101217030000:					17,354.58
05/20/2021	52118	Public Employees Retirement Assn (ACH	Adj	101-21704-0000	.04
05/20/2021	52118	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 5/16/2021	101-21704-0000	1,355.61
05/20/2021	52118	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 5/16/2021	101-21704-0000	8,811.46
05/20/2021	52118	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 5/16/2021	101-21704-0000	6,957.35
05/20/2021	52118	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 5/16/2021	101-21704-0000	58.70
05/20/2021	52118	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 5/16/2021	101-21704-0000	8,811.46
05/20/2021	52118	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 5/16/2021	101-21704-0000	10,436.03
05/20/2021	52118	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 5/16/2021	101-21704-0000	58.70
Total 101217040000:					36,489.35
05/18/2021	156746	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 5/16/2021	101-21711-0000	192.00
Total 101217110000:					192.00
05/20/2021	52121	ACH Internal Revenue Service	MEDICARE Pay Period: 5/16/2021	101-21712-0000	2,833.74
05/20/2021	52121	ACH Internal Revenue Service	MEDICARE Pay Period: 5/16/2021	101-21712-0000	2,833.74
Total 101217120000:					5,667.48
05/20/2021	52122	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 5/16/2021	101-21713-0000	1,165.00
05/20/2021	52122	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 5/16/2021	101-21713-0000	669.00
Total 101217130000:					1,834.00
05/20/2021	52120	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 5/16/2021	101-21714-0000	150.00
05/20/2021	52120	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 5/16/2021	101-21714-0000	2,400.00
Total 101217140000:					2,550.00
05/20/2021	52117	AFLAC	AFLAC AFTER TAX Pay Period: 5/2/2021	101-21715-0000	302.83
05/20/2021	52117	AFLAC	AFLAC AFTER TAX Pay Period: 5/16/2021	101-21715-0000	302.83
05/20/2021	52117	AFLAC	AFLAC PRE TAX Pay Period: 5/2/2021	101-21715-0000	767.93
05/20/2021	52117	AFLAC	AFLAC PRE TAX Pay Period: 5/16/2021	101-21715-0000	767.93
Total 101217150000:					2,141.52
05/28/2021	52125	Further	Flex/HSA Reimbursement	101-21716-0000	899.32

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
05/28/2021	52126	Further	Flex/HSA Reimbursement	101-21716-0000	34.12
05/28/2021	52132	Further	Flex/HSA Reimbursement	101-21716-0000	79.46
05/20/2021	52123	Further	HSA Contribution Pay Period: 5/16/2021	101-21716-0000	485.25
Total 101217160000:					1,498.15
05/20/2021	52119	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 5/16/2021	101-21717-0000	951.53
Total 101217170000:					951.53
05/20/2021	52124	MN Public Employees Insurance Progra	Rugger May Cobra	101-21720-0000	693.34
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 5/2/2021	101-21720-0000	15,974.49
05/20/2021	52124	MN Public Employees Insurance Progra	Timlin May Cobra	101-21720-0000	1,901.72
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Single Pay Period: 5/2/2021	101-21720-0000	12,826.79
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Single Pay Period: 5/16/2021	101-21720-0000	12,826.79
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 5/16/2021	101-21720-0000	859.08
05/20/2021	52124	MN Public Employees Insurance Progra	Jes Adj	101-21720-0000	1,901.72-
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 5/2/2021	101-21720-0000	608.44
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 5/2/2021	101-21720-0000	3,436.32
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Employee + 1 Pay Period: 5/16/2021	101-21720-0000	3,436.32
05/20/2021	52124	MN Public Employees Insurance Progra	Khanke Adj	101-21720-0000	1,208.38
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 5/16/2021	101-21720-0000	3,993.57
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 5/2/2021	101-21720-0000	3,993.57
05/20/2021	52124	MN Public Employees Insurance Progra	A.Matson Jan Cobra	101-21720-0000	693.34
05/20/2021	52124	MN Public Employees Insurance Progra	PEIP Family Pay Period: 5/16/2021	101-21720-0000	15,974.49
05/20/2021	52124	MN Public Employees Insurance Progra	A.Matson Feb Cobra	101-21720-0000	693.34
05/20/2021	52124	MN Public Employees Insurance Progra	A.Matson March Cobra	101-21720-0000	693.34
05/20/2021	52124	MN Public Employees Insurance Progra	A.Matson April Cobra	101-21720-0000	693.34
05/20/2021	52124	MN Public Employees Insurance Progra	Wellman prior yr adj	101-21720-0000	250.64
05/20/2021	52124	MN Public Employees Insurance Progra	A.Matson May Cobra	101-21720-0000	693.34
Total 101217200000:					79,548.92
05/28/2021	156803	Conrath, Jeremy	Technology Reimbursement-2021	101-41110-3200	600.00
Total 101411103200:					600.00
05/28/2021	20210373	Discover Waseca Tourism	April Lodging Tax	101-41110-4440	1,663.67
Total 101411104440:					1,663.67
05/28/2021	20210392	Waseca Area Senior Citizens Center	City Contribution	101-41110-4455	1,125.00
Total 101411104455:					1,125.00
05/28/2021	156808	Fame Awards	Name Plate for Steve Jes	101-41320-2000	9.00
05/28/2021	156815	Metro Sales Inc.	Toner	101-41320-2000	185.00
Total 101413202000:					194.00
05/28/2021	156826	Shred-it USA LLC	Monthly Service	101-41320-3100	17.16
Total 101413203100:					17.16
05/28/2021	20210361	APG Media of So MN LLC	Newspaper subscription	101-41320-4330	63.25

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101413204330:					63.25
05/28/2021	20210359	A. H. Hermel Company	Pop for vending machine	101-41320-4945	70.03
Total 101413204945:					70.03
05/28/2021	52128	Further	Flex/HSA Admin Fees	101-41500-1600	280.30
Total 101415001600:					280.30
05/28/2021	156808	Fame Awards	Name Plate-Donovan	101-41500-2000	17.00
05/28/2021	20210379	Innovative Office Supply	Office Supplies	101-41500-2000	.92
Total 101415002000:					17.92
05/28/2021	156840	Waseca County Treasurer	Legal Services - Contract Payment	101-41600-3000	5,370.33
Total 101416003000:					5,370.33
05/28/2021	20210369	CivicPlus	Annual Website Support	101-41920-4950	2,362.50
Total 101419204950:					2,362.50
05/28/2021	20210379	Innovative Office Supply	Office Supplies	101-41940-2000	51.89
Total 101419402000:					51.89
05/28/2021	20210366	Cady Business Technologies Inc	Monthly Phone Support June 2021	101-41940-3100	262.62
05/28/2021	156798	Cintas Corporation	Floor mat service	101-41940-3100	45.53
Total 101419403100:					308.15
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-41940-3200	222.18
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-41940-3200	97.31
Total 101419403200:					319.49
05/28/2021	156797	Centerpoint Energy	Monthly Billing	101-41940-3800	234.21
Total 101419403800:					234.21
05/28/2021	20210370	Connors Plumbing & Heating Inc.	RTU Repairs	101-41940-4000	567.00
Total 101419404000:					567.00
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	101-42100-2170	11.99
Total 101421002170:					11.99
05/28/2021	20210389	Streicher's	uniform expense - initial issue	101-42100-2180	922.76
05/28/2021	20210389	Streicher's	uniform expense - initial issue	101-42100-2180	894.81
05/28/2021	20210389	Streicher's	Uniform Allowance -TS	101-42100-2180	12.98
05/28/2021	20210389	Streicher's	uniform allowance KM	101-42100-2180	39.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101421002180:					1,870.54
05/28/2021	20210370	Connors Plumbing & Heating Inc.	PSB hvac	101-42100-2230	138.50
Total 101421002230:					138.50
05/28/2021	156798	Cintas Corporation	Cintas	101-42100-3100	8.88
05/28/2021	156798	Cintas Corporation	Floor Mats	101-42100-3100	9.37
05/28/2021	20210388	Precision Chiropractic and Wellness	Drug and Alcohol Testing	101-42100-3100	246.00
05/28/2021	156826	Shred-it USA LLC	Monthly Service	101-42100-3100	17.16
Total 101421003100:					281.41
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-42100-3200	222.18
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-42100-3200	299.22
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-42100-3200	28.78
Total 101421003200:					550.18
05/28/2021	156797	Centerpoint Energy	Monthly Billing	101-42100-3800	230.81
Total 101421003800:					230.81
05/28/2021	156818	MPeters Enterprises Inc.	Flag	101-42200-2170	40.00
05/28/2021	156823	Red Feather Paper Company	Janitor Supplies	101-42200-2170	144.36
05/28/2021	156835	ULine	Glow in the dark tape	101-42200-2170	101.48
05/28/2021	20210394	Youngberg, Craig	Garbage Bags	101-42200-2170	55.79
Total 101422002170:					341.63
05/28/2021	20210370	Connors Plumbing & Heating Inc.	PSB hvac	101-42200-2230	138.50
05/28/2021	156820	Overhead Door Company of Mankato Inc	Key Pads for Garage Door Openers	101-42200-2230	130.00
Total 101422002230:					268.50
05/28/2021	156798	Cintas Corporation	Cintas	101-42200-3100	8.87
05/28/2021	156798	Cintas Corporation	Floor Mats	101-42200-3100	9.37
05/28/2021	156827	South Central MN EMS	Medical Direction Fee	101-42200-3100	250.00
Total 101422003100:					268.24
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-42200-3200	28.78
Total 101422003200:					28.78
05/28/2021	156797	Centerpoint Energy	Monthly Billing	101-42200-3800	230.82
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-42200-3800	31.63
Total 101422003800:					262.45
05/28/2021	20210368	City Building Inspection Services LLC	building inpections	101-42400-3000	4,008.31
05/28/2021	20210368	City Building Inspection Services LLC	Building inspections	101-42400-3000	4,594.53
Total 101424003000:					8,602.84

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
05/28/2021	20210383	Lenz Lawn Care & Landscaping Inc.	Mow/Trim 1000 3rd St SE	101-42400-3100	210.00
Total 101424003100:					210.00
05/28/2021	156795	Amazon	Engineering Tools	101-43000-2170	580.09
05/28/2021	156828	SouthSide Marine Inc.	Propeller for Boat Motor	101-43000-2170	154.55
Total 101430002170:					734.64
05/28/2021	52131	Verizon Wireless	Monthly Verizon Data Bill	101-43000-3200	65.03
Total 101430003200:					65.03
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	101-43100-2170	63.34
05/28/2021	156799	Cintas Corporation	First aid cabinet supplies	101-43100-2170	80.71
05/28/2021	20210376	Holtmeier Construction Inc.	crushed rock	101-43100-2170	237.30
05/28/2021	20210376	Holtmeier Construction Inc.	crushed rock	101-43100-2170	359.39
05/28/2021	156831	State Chemical Manufacturing Co.	bathroom deoderizer	101-43100-2170	190.00
Total 101431002170:					930.74
05/28/2021	20210360	AmeriPride Services Inc	uniform-service	101-43100-2180	178.53
05/28/2021	20210360	AmeriPride Services Inc	uniform-service	101-43100-2180	178.18
Total 101431002180:					356.71
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-43100-3200	31.63
Total 101431003200:					31.63
05/28/2021	156797	Centerpoint Energy	Monthly Billing	101-43100-3800	327.23
Total 101431003800:					327.23
05/28/2021	156807	Earl F. Andersen Inc.	tips for sprayer	101-43170-2170	454.10
05/28/2021	156821	Potters Industries LLC	glass beads	101-43170-2170	704.00
Total 101431702170:					1,158.10
05/28/2021	20210378	Independent School District #829	City Contribution Community Education Recreation	101-45100-3100	8,333.33
Total 101451003100:					8,333.33
05/28/2021	156812	Hawkins Inc	WP Chemicals	101-45130-2165	5,128.61
Total 101451302165:					5,128.61
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	101-45130-2175	14.94
Total 101451302175:					14.94
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	101-45130-2210	17.96
05/28/2021	20210377	Horizon Commercial Pool Supply	Sensor	101-45130-2210	608.87
Total 101451302210:					626.83

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-45130-3200	173.83
Total 101451303200:					173.83
05/28/2021	156797	Centerpoint Energy	Monthly Billing	101-45130-3800	147.47
Total 101451303800:					147.47
05/28/2021	20210359	A. H. Hermel Company	TLCF Concession	101-45180-2500	49.39
05/28/2021	20210359	A. H. Hermel Company	TLCF Concession Supplies	101-45180-2500	142.86
05/28/2021	20210359	A. H. Hermel Company	MT Dew Credit	101-45180-2500	25.93-
05/28/2021	156814	Lau's Meat Market	Hot dogs and buns for TLCF	101-45180-2500	45.92
Total 101451802500:					212.24
05/28/2021	20210365	Britton Plumbing & Heating LLC	TLCF Irrigation Valve Repair	101-45180-4000	302.69
05/28/2021	156809	Fessel's Wood Recycling	TLCF Landscape Mulch	101-45180-4000	540.00
Total 101451804000:					842.69
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	101-45200-2170	70.97
05/28/2021	156802	Condon Farm Service	Fertilizer	101-45200-2170	65.85
05/28/2021	20210371	Continental Research Corporation	Supplies	101-45200-2170	668.35
05/28/2021	156822	Ramy Turf Products	Low Mow Fescue Seed	101-45200-2170	122.50
Total 101452002170:					927.67
05/28/2021	20210375	Gundermann, Jolene	Uniform Allowance	101-45200-2180	12.99
Total 101452002180:					12.99
05/28/2021	156795	Amazon	Safety masks	101-45200-2190	12.99
Total 101452002190:					12.99
05/28/2021	20210385	MTI Distributing Inc.	Toro Parts	101-45200-2210	72.68
Total 101452002210:					72.68
05/28/2021	156795	Amazon	Volleyball Court rope	101-45200-2230	219.90
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	101-45200-2230	5.25
05/28/2021	20210380	James Brothers Construction Inc.	Beach Sand	101-45200-2230	283.80
05/28/2021	156819	Olmsted Aggregate	CLP Volleyball Court Sand	101-45200-2230	773.89
Total 101452002230:					1,282.84
05/28/2021	20210385	MTI Distributing Inc.	Toro Batteries	101-45200-2240	319.00
Total 101452002240:					319.00
05/28/2021	156795	Amazon	Garbage Pickers	101-45200-2400	183.91
Total 101452002400:					183.91
05/28/2021	20210388	Precision Chiropractic and Wellness	Drug and Alcohol Testing	101-45200-3100	45.00
05/28/2021	156825	Sam Bartelt Tree Service & Snow Remov	Stump Removal	101-45200-3100	478.00

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101452003100:					523.00
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-45200-3200	25.92
Total 101452003200:					25.92
05/28/2021	156797	Centerpoint Energy	Monthly Billing	101-45200-3800	125.40
05/28/2021	156797	Centerpoint Energy	Monthly Billing	101-45200-3800	20.91
Total 101452003800:					146.31
05/28/2021	156796	Bryan Rock Products Inc.	MWP Cart Path 3/8" Gravel	101-45200-4000	601.86
05/28/2021	156804	Conservation Landscapes	Seed Packing-NW Restoration(snow storage area)	101-45200-4000	384.00
05/28/2021	156810	Foels, Bruce	NW Nature Acres Tillage (Pheasants Forever Area)	101-45200-4000	620.80
05/28/2021	156810	Foels, Bruce	NW Nature Acres Tillage (snow storage area)	101-45200-4000	259.20
05/28/2021	156811	Foels, Matt	NW Nature Acres Tillage (pheasants forever area)	101-45200-4000	620.80
05/28/2021	156811	Foels, Matt	NW Nature Acres Tillage (Snow Area)	101-45200-4000	259.20
05/28/2021	156841	Winegar, Dave	DT Hanging Basket Holders	101-45200-4000	312.00
Total 101452004000:					3,057.86
05/28/2021	156797	Centerpoint Energy	Monthly Billing	101-45500-3800	191.04
05/28/2021	156805	Consolidated Communications	Monthly Billing	101-45500-3800	66.65
Total 101455003800:					257.69
05/28/2021	20210370	Connors Plumbing & Heating Inc.	RTU Repairs	101-45500-4000	199.00
Total 101455004000:					199.00
Total General Fund:					228,871.20
Airport					
05/28/2021	156832	Stensrud Aviation	Airport Contract Payment	230-49810-3100	2,300.00
Total 230498103100:					2,300.00
05/28/2021	52130	CenturyLink	Airport Phone and Internet	230-49810-3200	113.06
Total 230498103200:					113.06
05/28/2021	156797	Centerpoint Energy	Monthly Billing	230-49810-3800	33.58
05/28/2021	156842	Xcel Energy	April Service	230-49810-3800	149.38
05/28/2021	156842	Xcel Energy	April Service	230-49810-3800	224.59
Total 230498103800:					407.55
Total Airport:					2,820.61
Economic Development-General f					
05/28/2021	156817	MN State University	2021 support	261-46700-3000	1,000.00
Total 261467003000:					1,000.00
05/28/2021	156808	Fame Awards	Name Plate- Krause	261-46700-3500	9.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 261467003500:					9.00
Total Economic Development-General f:					1,009.00
Capital Improvement					
05/28/2021	156839	W W Blacktopping Inc.	Hot Mix	430-43010-3103	2,385.00
Total 430430103103:					2,385.00
05/28/2021	20210367	Century Fence Company	Fence Restoration	430-43010-5260	16,968.00
Total 430430105260:					16,968.00
05/28/2021	156841	Winegar, Dave	SVP column brackets	430-43010-5320	328.00
Total 430430105320:					328.00
05/28/2021	156836	Ulland Brothers Inc	Safe Routes to School Payment No. 1	430-43010-5430	143,863.01
Total 430430105430:					143,863.01
Total Capital Improvement:					163,544.01
Water					
05/28/2021	52127	MN Sales and Use Tax Payable	Sales tax payable	601-20210-0000	1,906.20
Total 601202100000:					1,906.20
05/28/2021	20210384	M & R Electric Inc.	well 3 exhaust fan motor	601-49401-2230	381.61
Total 601494012230:					381.61
05/28/2021	156797	Centerpoint Energy	Monthly Billing	601-49401-3800	28.88
Total 601494013800:					28.88
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	601-49430-2170	9.99
Total 601494302170:					9.99
05/28/2021	20210372	Core & Main LP	Main Repair	601-49430-2230	372.02
05/28/2021	20210393	Waseca Sand & Gravel Inc.	54 tower support leg base repair	601-49430-2230	451.25
Total 601494302230:					823.27
05/28/2021	20210360	AmeriPride Services Inc	uniform service	601-49430-3100	17.25
05/28/2021	20210360	AmeriPride Services Inc	uniform service	601-49430-3100	17.25
05/28/2021	156816	Mid-America Meter Inc	Meter Calibration	601-49430-3100	324.51
Total 601494303100:					359.01
05/28/2021	156805	Consolidated Communications	Monthly Billing	601-49585-3200	59.25
05/28/2021	156834	U.S. Postal Service	Postage - May utility bills	601-49585-3200	437.27
05/28/2021	156834	U.S. Postal Service	Postage - June utility bills	601-49585-3200	438.93

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601495853200:					935.45
05/28/2021	20210387	Personalized Printing Inc.	Envelopes	601-49585-3500	702.26
Total 601495853500:					702.26
05/28/2021	156800	City of Waseca	Summit AR	601-49585-4320	13.11
Total 601495854320:					13.11
05/28/2021	20210380	James Brothers Construction Inc.	Valve work N State	601-49593-5300	1,500.00
Total 601495935300:					1,500.00
Total Water:					6,659.78
Sanitary Sewer					
05/28/2021	156805	Consolidated Communications	Monthly Billing	602-49470-3200	480.10
Total 602494703200:					480.10
05/28/2021	156797	Centerpoint Energy	Monthly Billing	602-49470-3800	21.62
05/28/2021	156797	Centerpoint Energy	Monthly Billing	602-49470-3800	118.97
Total 602494703800:					140.59
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	602-49470-4000	2.59
Total 602494704000:					2.59
05/28/2021	20210371	Continental Research Corporation	Shop Supplies	602-49480-2170	602.97
05/28/2021	156812	Hawkins Inc	Aluminum Sulfate	602-49480-2170	5,332.93
05/28/2021	156833	Swanson Flo Co	Charts	602-49480-2170	206.10
05/28/2021	156837	USA Blue Book	Lab Supplies	602-49480-2170	237.40
Total 602494802170:					6,379.40
05/28/2021	156837	USA Blue Book	Filters	602-49480-2210	969.00
Total 602494802210:					969.00
05/28/2021	156798	Cintas Corporation	Cintas	602-49480-3100	19.10
05/28/2021	20210374	Environmental Resource Associates	Permit testing	602-49480-3100	193.30
05/28/2021	20210384	M & R Electric Inc.	Electrician	602-49480-3100	1,021.16
05/28/2021	156829	Spee-Dee Delivery Service Inc.	Shipping	602-49480-3100	18.42
Total 602494803100:					1,251.98
05/28/2021	156805	Consolidated Communications	Monthly Billing	602-49480-3200	171.94
Total 602494803200:					171.94
05/28/2021	156797	Centerpoint Energy	Monthly Billing	602-49480-3800	1,449.91
05/28/2021	156830	SSI Crestmark MN Holding LLC	USS Solar	602-49480-3800	13,505.15
05/28/2021	156838	USS MN V MT LLC	USS Bush Solar	602-49480-3800	2,698.60

M = Manual Check, V = Void Check

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494803800:					17,653.66
05/28/2021	156837	USA Blue Book	Equipment Crane	602-49480-4000	3,103.83
Total 602494804000:					3,103.83
05/28/2021	156805	Consolidated Communications	Monthly Billing	602-49585-3200	59.25
05/28/2021	156834	U.S. Postal Service	Postage - May utility bills	602-49585-3200	437.28
05/28/2021	156834	U.S. Postal Service	Postage - June utility bills	602-49585-3200	438.93
Total 602495853200:					935.46
05/28/2021	20210387	Personalized Printing Inc.	Envelopes	602-49585-3500	702.27
Total 602495853500:					702.27
05/28/2021	156800	City of Waseca	Summit AR	602-49585-4320	25.12
Total 602495854320:					25.12
05/28/2021	20210381	Javens Mechanical Contracting Co.	Lift Station MUA Wet Side	602-49593-5400	25,013.00
Total 602495935400:					25,013.00
Total Sanitary Sewer:					56,828.94
Electric Utility					
05/28/2021	52127	MN Sales and Use Tax Payable	Sales tax payable	604-20210-0000	45,262.02
Total 604202100000:					45,262.02
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	604-49571-2170	1.09
05/28/2021	20210390	Total Tool Supply Inc.	Tools	604-49571-2170	395.99
Total 604495712170:					397.08
05/28/2021	20210364	Border States Electric Supply	Terminal Box	604-49573-2230	206.24
Total 604495732230:					206.24
05/28/2021	156805	Consolidated Communications	Monthly Billing	604-49585-3200	111.10
05/28/2021	156805	Consolidated Communications	Monthly Billing	604-49585-3200	34.65
05/28/2021	156834	U.S. Postal Service	Postage - May utility bills	604-49585-3200	437.27
05/28/2021	156834	U.S. Postal Service	Postage - June utility bills	604-49585-3200	438.94
Total 604495853200:					1,021.96
05/28/2021	20210387	Personalized Printing Inc.	Envelopes	604-49585-3500	702.27
Total 604495853500:					702.27
05/28/2021	156800	City of Waseca	Summit AR	604-49585-4320	70.99
Total 604495854320:					70.99

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
05/28/2021	20210362	Barr Engineering Company	Solar Rules	604-49586-3000	1,131.50
Total 604495863000:					1,131.50
05/28/2021	156826	Shred-it USA LLC	Monthly Service	604-49586-3100	17.17
Total 604495863100:					17.17
05/28/2021	20210364	Border States Electric Supply	conversion supplies	604-49593-5300	605.70
05/28/2021	20210382	JT Services of MN	Electric Pedestals	604-49593-5300	579.80
Total 604495935300:					1,185.50
05/28/2021	156806	Cooper Power Systems LLC	Substation Recloser Controllers	604-49593-5400	10,361.82
Total 604495935400:					10,361.82
Total Electric Utility:					60,356.55
Storm Water Utility					
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	651-43140-2170	27.72
Total 651431402170:					27.72
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	651-43140-4000	23.94
05/28/2021	20210380	James Brothers Construction Inc.	Tile Rock	651-43140-4000	188.16
Total 651431404000:					212.10
Total Storm Water Utility:					239.82
Central Garage Services					
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	701-43180-2170	9.96
Total 701431802170:					9.96
05/28/2021	20210363	Bomgaars Supply	Parts & Supplies	701-43180-2210	44.33
05/28/2021	156813	John Deere Financial	Filters	701-43180-2210	70.46
05/28/2021	20210386	Northern Tool & Equipment Co	Jack	701-43180-2210	59.97
05/28/2021	156824	Road Machinery & Supplies Co.	Equipment parts	701-43180-2210	193.85
05/28/2021	156824	Road Machinery & Supplies Co.	Equipment parts	701-43180-2210	81.41
05/28/2021	20210391	Truck Center Companies	Filters	701-43180-2210	187.12
Total 701431802210:					637.14
Total Central Garage Services:					647.10
Equipment Replacement Fund					
05/28/2021	156801	Clark Equipment	Buckets for Mini	705-49950-5400	2,187.28
Total 705499505400:					2,187.28
Total Equipment Replacement Fund:					2,187.28
Grand Totals:					523,164.29

Report Criteria:

Report type: GL detail

[Report].Amount = {<>} 0

CITY OF WASECA

Board/Commission/Authority Application Form

Date 05/14/2021Name Lucas R. KruseAddress [REDACTED] Waseca, MN 56093Telephone Number: (Home) [REDACTED]Occupation: Jr. Commercial Lender

Please check the Board/Commission/Authority for which you are applying:

☐ Airport Board☐ Human Rights Commission☐ Charter Commission☐ Community Ed Advisory Board☐ Park Board☐ Planning Commission☒ Economic Development Authority☐ Heritage Preservation Commission☐ Housing & Redevelopment Authority

Please tell us why you are interested in serving on this Board/Commission/Authority.

I want to serve on the EDA Board so I can help grow the city of Waseca and their economy. I also ~~enjoy~~ have a strong interest in economics - I enjoy the city of Waseca.

Have you previously served on this Board/Commission/Authority? (if yes provide dates)

Yes I served on the Montevideo, MN EDA Board.

04/2014 - 01/2020. Also currently on, MN Dept of Agriculture Working Farmers

Have you held, or do you currently hold, an office on this Board/Commission/Authority? Group

NO.

Please list what qualifications you possess that will be helpful to this Board /Commission /Authority.
(List your experience, education, certification, etc.)

Please see Resume attached.

Please return completed application to Waseca City Hall, ATTN: City Clerk, 508 South State Street, Waseca, MN 56093.

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

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

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

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

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

Heritage Preservation Commission – Composed of five (5) members – three (3) at-large members, one (1) nominated by Waseca Co. Historical Society, and one (1) nominated by City Planning Commission. A representative of the City Council also sits on this Commission. The Commission will engage in a comprehensive program of historic preservation, promote the historical resources of the City, and designation of heritage preservation sites. *3 year term. Meets 1st Monday of every month at 6:00 p.m.*

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

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

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

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

(Mar 2018)

Lucas Kruse

[\[REDACTED\].com](#)

Objective

I am seeking employment that will utilize my analytical, leadership and customer service skills in a workplace where my outgoing personality and willingness to work with others will be beneficial to the success of the bank.

Education

BETHANY LUTHERAN COLLEGE - Mankato, MN

Major: Business Administration, Sports Management Concentration

Graduated: December 2016

RIDGEWATER COLLEGE - Willmar, MN

Associate of Arts, Liberal Arts and Sciences, June 2014

Physical Education Teaching and Coaching Certificate, June 2014

Work Experience

Jr. Commercial Lender – March 2021 – Present

BankVista, Mankato, MN

- Provide flexible financing options in house or through SBA.
- Commercial Deposit Growth.
- Work with Borrowers through the PPP Process.
- Originate consumer, bare lot, recreational and at times Agricultural Loans.
- Financial Analysis.
- Work with startup businesses by providing appropriate financing options to set them up for long term success.
- Maintaining strong knowledge of the Southern MN Market and economy so I can provide business owners with proper recommendations.

Jr Banker – March 2020 – March 2021

Roundbank, Waseca, MN

- Work with the Business/Ag Banking Team specifically with market presidents, loan and executive officers.
- Prepare renewals and new loan write-ups, provide risk rating and financial analysis, review loan structure with officers, work with banking assistants on UCC Searches, title insurance, property values and reviewing any other documentation before loan is closed.
- Manage PPP Applications, close loans, tickler management, review loan documents and promote the bank through social media and community events in a professional manner.

Relationship Banker - April 2017 – February 2020

KleinBank (now Old National Bank), Montevideo, MN

- Opened and closed all deposit accounts including IRA's and CD's while also providing account maintenance such as online banking, debit card orders, financial account analysis, account inquiries, fee refunds and assessing fees at the appropriate time.
- Originate, underwrite, approved, denied, withdrew and closed installment and real

estate loans. This included refinancing mortgages. I worked very closely with our underwriters, while applying strong knowledge of Fair Lending, rates, regulations and the economy to all applicants.

Customer Service Representative/Teller – July 2016 – March 2017

ProGrowth Bank, Mankato, MN

- Provided customer service for banking transactions, debit card orders, online banking and helping customers with multiple account problems/inquires.

Farm Laborer - current, as needed

Kruse Family Farms, St. Clair, MN

- Assist with fieldwork, repairs, and other general farm labor.

Internship - December 2015 – May 2016

Mankato Sports Commission, Mankato, MN

- Assisted with event production, Sports Commissioners and facilities development, marketing/sales activities, communications including social media and website, visitor services at tournaments/events and project research; I provided good organization, written and verbal communication skills, ability to multi-task, computer skills (Microsoft Office, Excel, Publisher), and a positive community presence.

Bank Teller - summers, June 2010 - August 2012

St. Clair State Bank, St. Clair, MN

- Interacted daily with customers on the phone and at the teller window; accurately handled banking transactions including check cashing, loan payments, deposits, withdrawals, checking balances; provided good customer service in a professional manner

Volunteer Interests and Other Activities

Business Networking Individuals Creating Connections (BNI), Mankato MN (March 2021 – Present)

Minnesota Department of Agriculture Emerging Farmers Working Group (2020 - Present)

Montevideo Economic Development Association Board (2020)

Junior Achievement (2018 & 2020)

Montevideo ThunderHawks Community Ed Basketball Coach, (2018 - 2019)

Granite Falls Kilowatts Amateur Baseball (2018)

Celebrate Me Week, Camp Counselor, Volunteer Staff (2013 – 2015)

YMCA Brother/Sister Program, Volunteer Mentor (August 2014 – November 2015)

Wells Wildcats Amateur Baseball (2012 – 2016)

Bethany Lutheran College Baseball (2014 – 2015)

Ridgewater College Baseball (2012 – 2014)

Awards

2018 KleinBank Q3 Summit Award

Training courses completed:

Section 179 Deduction

Schedule K-1

Personal Income Tax Returns and Cashflow

Schedule M-1 and the Accrual Income Statement

Basic Financial Statements

Interpreting the Cash Flow Statement

Introduction to Cash Flow Analysis

Global Cashflow

Balance Sheet



Owner: City of Waseca, 508 South State Street, Waseca, MN 56093	Date: May 26, 2021
For Period: 04/26/2021 to 05/26/2021	Request No: 1
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		\$ 151,434.75
6	Material on Hand		\$ 0.00
7	Amount Earned		\$ 151,434.75
8	Less Retainage 5%		\$ 7,571.74
9	Subtotal		\$ 143,863.01
10	Less Amount Paid Previously		\$ 0.00
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>1</u>		\$ 143,863.01

Recommended for Approval by:
STANTEC

Approved by Contractor:
ULLAND BROTHERS, INC.

[Signature] 5/27/21

Approved by Owner:
CITY OF WASECA

[Signature]
Nathan Willey

Date: 5-27-21

Specified Contract Completion Date: Substantial - 7/30/21, Final - 8/15/21

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	\$0.00
2	2021.501	MOBILIZATION	LUMP SUM	1	\$18,000.00	0.25	0.25	\$4,500.00
3	2102.503	PAVEMENT MARKING REMOVAL	LIN FT	87	\$11.00	0.00	0.00	\$0.00
4	2104.502	REMOVE CONCRETE APRON	EACH	1	\$300.00	1.00	1.00	\$300.00
5	2104.502	REMOVE METAL APRON	EACH	2	\$500.00	1.00	1.00	\$500.00
6	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	10	\$6.50	10.00	10.00	\$65.00
7	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	587	\$1.00	0.00	0.00	\$0.00
8	2104.503	REMOVE PIPE CULVERTS	LIN FT	6	\$25.00	0.00	0.00	\$0.00
9	2104.503	REMOVE CURB AND GUTTER	LIN FT	162	\$11.00	175.00	176.00	\$1,936.00
10	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	314	\$7.00	314.00	386.00	\$2,702.00
11	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	95	\$7.00	88.00	88.00	\$616.00
12	2104.518	REMOVE CONCRETE SIDEWALK	SQ FT	340	\$4.75	252.00	252.00	\$1,197.00
13	2105.507	SUBGRADE EXCAVATION	CU YD	26	\$15.50	26.00	26.00	\$403.00
14	2106.507	EXCAVATION - COMMON	CU YD	200	\$24.00	200.00	200.00	\$4,800.00
15	2106.507	COMMON EMBANKMENT (CV)	CU YD	1691	\$21.00	1691.00	1691.00	\$35,511.00
16	2123.61	SKID LOADER	HOURL	20	\$135.00	0.00	0.00	\$0.00
17	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	20	\$150.00	4.00	4.00	\$600.00
18	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	431	\$45.00	544.00	544.00	\$24,480.00
19	2231.604	BITUMINOUS PATCH SPECIAL	SQ YD	211	\$22.00	0.00	0.00	\$0.00
20	2301.602	DRILL AND GROUT REINFORCEMENT BAR (EPOXY COATED)	EACH	87	\$8.00	0.00	0.00	\$0.00
21	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	316	\$84.00	316.00	316.00	\$26,544.00
22	2451.603	IMPROVED PIPE FOUNDATION	LIN FT	139	\$10.75	0.00	0.00	\$0.00
23	2501.502	15" GS PIPE APRON	EACH	6	\$295.00	6.00	6.00	\$1,770.00
24	2501.502	18" GS SAFETY APRON AND GRATE DESIGN 3148	EACH	2	\$485.00	2.00	2.00	\$970.00
25	2501.602	PLUG FILL AND ABANDON PIPE CULVERT	EACH	1	\$1,000.00	1.00	1.00	\$1,000.00
26	2501.603	15" PIPE CULVERT	LIN FT	98	\$39.00	98.00	98.00	\$3,822.00
27	2501.603	18" PIPE CULVERT	LIN FT	35	\$43.50	35.00	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	\$0.00
29	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	1	\$875.00	1.00	1.00	\$875.00
30	2504.602	ADJUST VALVE BOX	EACH	4	\$150.00	0.00	0.00	\$0.00
31	2504.602	IRRIGATION SYSTEM REPAIR	EACH	1	\$250.00	0.00	0.00	\$0.00
32	2506.502	CONSTRUCT DRAINAGE STRUCTURE DESIGN G OR H	EACH	1	\$1,750.00	1.00	1.00	\$1,750.00
33	2506.502	CASTING ASSEMBLY	EACH	1	\$600.00	1.00	1.00	\$600.00
34	2506.502	ADJUST FRAME AND RING CASTING	EACH	2	\$300.00	0.00	0.00	\$0.00
35	2521.518	6" CONCRETE WALK	SQ FT	1479	\$10.00	1566.00	1566.00	\$15,660.00
36	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	LIN FT	189	\$34.00	207.00	207.00	\$7,038.00
37	2531.618	TRUNCATED DOMES	SQ FT	180	\$52.00	180.00	180.00	\$9,360.00
38	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$3,900.00	0.50	0.50	\$1,950.00
39	2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	SYSTEM	1	\$83,194.00	0.00	0.00	\$0.00
40	2573.502	STORM DRAIN INLET PROTECTION	EACH	1	\$125.00	1.00	1.00	\$125.00
41	2573.502	CULVERT END CONTROLS	EACH	9	\$70.00	5.00	5.00	\$350.00
42	2573.503	SILT FENCE, TYPE MS	LIN FT	275	\$1.75	279.00	279.00	\$488.25
43	2574.507	COMMON TOPSOIL BORROW	CU YD	218	\$10.27	0.00	0.00	\$0.00
44	2574.508	FERTILIZER TYPE 1	POUND	331	\$0.55	0.00	0.00	\$0.00
45	2575.505	SEEDING	ACRE	1.36	\$1,000.00	0.00	0.00	\$0.00
46	2575.508	SEED MIXTURE 25-151	POUND	264	\$3.00	0.00	0.00	\$0.00
47	2575.508	HYDRAULIC MULCH MATRIX	POUND	3313	\$0.90	0.00	0.00	\$0.00
48	2582.503	4" SOLID LINE MULTI-COMPONENT	LIN FT	90	\$3.45	0.00	0.00	\$0.00
49	2582.503	12" SOLID LINE MULTI-COMPONENT	LIN FT	132	\$9.00	0.00	0.00	\$0.00
50	2582.503	24" SOLID LINE MULTI-COMPONENT	LIN FT	63	\$18.00	0.00	0.00	\$0.00
51	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN	SQ FT	270	\$9.47	0.00	0.00	\$0.00
TOTAL BASE BID								\$151,434.75
TOTAL COMPLETED								\$151,434.75

PROJECT PAYMENT STATUS

OWNER CITY OF WASECA
 STANTEC PROJECT NO. 193804971
 CONTRACTOR ULLAND BROTHERS, INC.

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

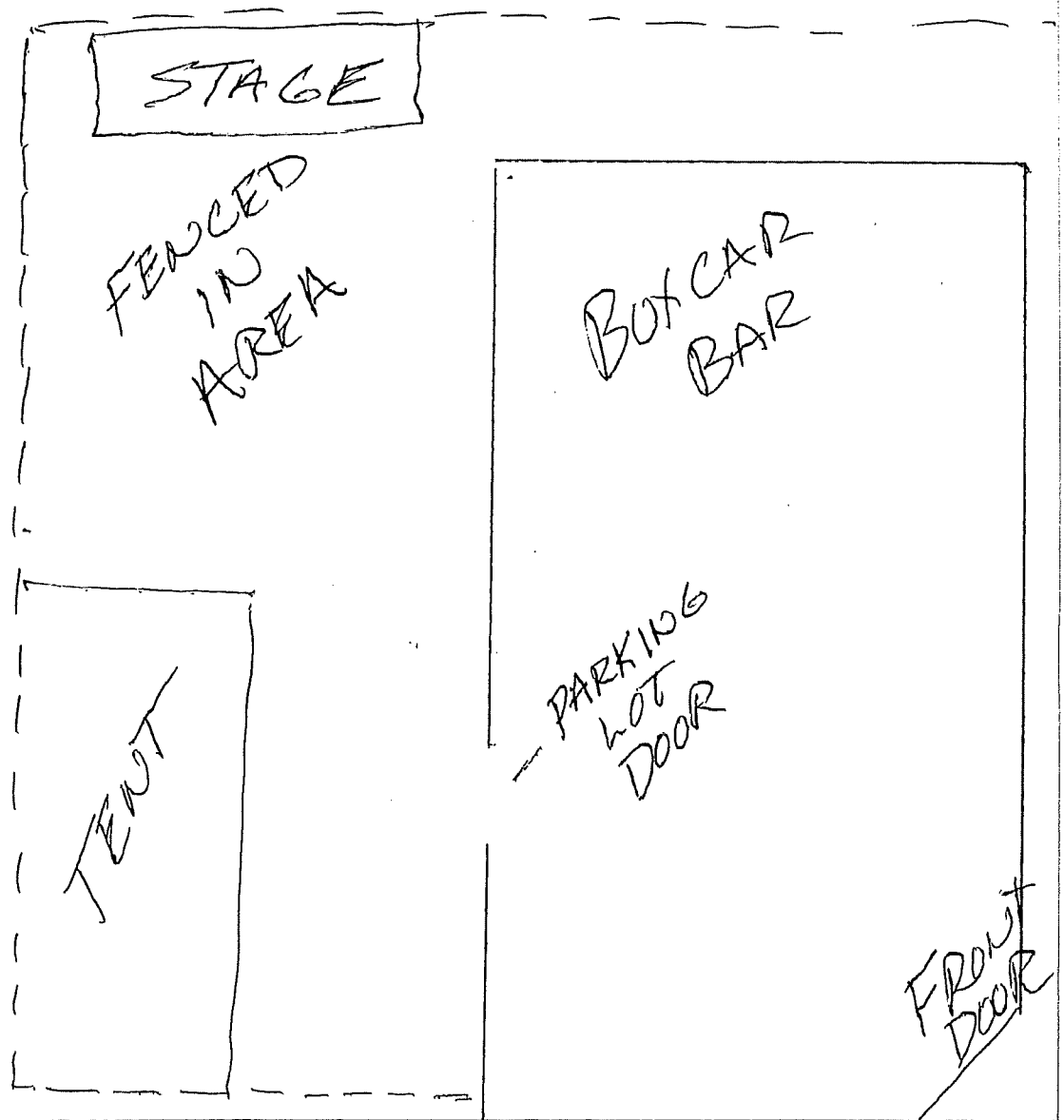
PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	04/26/2021	05/26/2021	143,863.01	7,571.74	151,434.75

Total Payment to Date	\$143,863.01	Original Contract	\$273,698.01
Retainage Pay # 1	7,571.74	Change Orders #	
Total Amount Earned	\$151,434.75	Revised Contract	\$273,698.01

Map

6E



OLD Hwy 14

FIRST ADDENDUM TO CITY MANAGER EMPLOYMENT AGREEMENT

CITY OF WASECA

508 S. State
Street Waseca,
MN 56093

FIRST ADDENDUM TO MANAGER EMPLOYMENT AGREEMENT

THIS FIRST ADDENDUM TO AGREEMENT, made this === day of ==, 2020, by and between the City of Waseca, Minnesota, a Municipal Corporation (hereinafter "City"), and Lee A. Mattson (hereinafter "Employee"):

WHEREAS, City and Employee are parties to Manager Employment Agreement made on [date] that established components of Employee's salary;

WHEREAS, consistent with Manager Employment Agreement, City Council reviews and determines changes to Employee's salary;

WHEREAS, City Council reviewed Employee's performance and salary on [date];

WHEREAS, based on unique circumstances discussed during such review; primarily the economic, financial, operational, and organizational uncertainty for the City; the City Council and Employee desire to memorialize their understanding reached on [date] related to certain components of Employee's salary on a one-time basis by and through this First Addendum to Manager Employment Agreement;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the City and the Employee agree as follows:

SECTION 1. SALARY AND RETROACTIVE INCREASE

- A. Employee will continue to perform services as City Manager, effective January 1, 2021, and his salary may be increased at the discretion of the City Council, effective January 1, 2021 or a later date, for performing such services, but that any such increase, effective January 1, 2021 or later date, will be reviewed and determined at some later date in 2021. Employee is performing services for the City, effective January 1, 2021, in reliance on such review and determination of any increase, effective January 1, 2021 or later, at the City Council's discretion.
- B. Unless and until otherwise determined by City Council as specified in the preceding paragraph, Employee will continue to be paid his salary in effect as of the date this First Addendum to Manager Employment Agreement is made.

SECTION 2. MANAGER EMPLOYMENT AGREEMENT IN FORCE AND EFFECT

- A. Manager Employment Agreement remains in full force and effect except to the extent it is directly contrary to this First Addendum to Manager Employment Agreement.
- B. This First Addendum to Manager Employment Agreement shall be attached and incorporated in its entirety to Manager Employment Agreement.

IN WITNESS WHEREOF, the City has caused this First Addendum to Agreement to be signed and executed on its behalf by its Mayor, and duly attested by its Records Clerk, and the Employee has signed and executed this Agreement on the day and in the year first above written.

THE CITY OF WASECA, MINNESOTA

EMPLOYEE

R. D. Srp, Mayor

Lee A. Mattson

ATTEST:

Mike Anderson, Assistant to the City Manager