

REGULAR WASECA CITY COUNCIL MEETING
TUESDAY, MAY 2, 2023, 7:00 PM
AGENDA

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

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

5. REQUESTS AND PRESENTATIONS
6. CONSENT AGENDA
 - A. Minutes: Council Meeting & Closed Session – April 18, 2023
 - B. Payroll & Expenditures
 - C. Premise Extension Katie O’Leary- June 24th
 - D. Premise Extension Box Car- July 28th and July 29th
 - E. Annual Renewal Appointment of Waseca Police Chief Vought to the Waseca Firefighters Relief Association Board of Trustees
 - F. Set Date for Public Hearing on City’s Stormwater Pollution Prevention Plan (SWPPP)
7. ACTION AGENDA
 - A. None
8. REPORTS
 - A. City Manager’s Report
 - B. Commission Reports
9. ANNOUNCEMENTS
10. ADJOURNMENT

- A. Public Hearing was held for Ordinance 1107: Text Amendments to Chapter 154 of the Zoning Code
 - Public hearing opened at 7:26 p.m.
 - Public hearing closed at 7:27 p.m.
 Motion made by Conrath to approve Ordinance 1107: Text Amendments to Chapter 154 of the Zoning Code as presented, seconded by Schroeder. Motion carried 6-0
- B. Motion made by Arndt to appoint Carley Gleason and Chris Weber to the Planning Commission, seconded by Christiansen. Motion carried 6-0.
- C. Motion made by Christiansen to approve the International Union of Operating Engineers Local No. 70-Fire Union Contract for 2023-2025 and Letter of Agreement, seconded by Conrath. Motion carried 6-0.
- D. Motion made by Schroeder to approve Resolution 23-18: Report Bids and Award Contract for the 2023 Crack/Seal Coat Project, City Project Number 24-01, seconded by Conrath. Motion carried 6-0
- E. Motion was made by Conrath to approve Resolution 23-19: Authorize Professional Design Services Contract to Bolton and Menk for the 8th Avenue NE Reconstruction Project, seconded by Arndt. Motion carried 6-0.
- F.
 1. Motion made by Conrath to authorize the Entitlement Transfer Agreement with Winona Minnesota for the Waseca Airport 4-Unit Hangar Project, seconded by Schroeder. Motion carried 6-0
 2. Motion made by Christiansen to approve Resolution 23-15: Report Bids and Award Contract for the Waseca Airport 4-Unit Hangar Project; base bid only, seconded by Arndt. Motioned carried 6-0.
 3. Motion made by Schroeder to approve Resolution 23-16: Authorize Construction Engineering Services Contract with TKDA for the Waseca Airport 4-Unit Hangar Project, seconded by Ebertowski. Motion carried 6-0.

REPORTS

- 8.
 - A. City Manager's Report:
 - i. None
 - B. Commission Reports:
 - i. Heritage Preservation Commission: Councilmember Ebertowski reported that the HPC was awarded the grant to work on the project with the school district that will promote the Downtown Historic District and other areas in the City.
 - ii. Tourism Board: Councilmembers Conrath and Schroeder reported that the Billboard on Hwy 14 will be taken down and the funds are going to be used to team with "Small Town Media" to bring more of an online presence to tourism for Waseca. They also spoke of the possibility of a mural being added to the City, they will have further conversations and reviewing the requirements.
 - iii. Economic Development Authority: Mayor Zimmerman reported that the EDA as well is going away from paper advertising they had done in the past with *Site Selector Magazine* and going to a more hands on promotion by sending the Economic Development Manager to conferences and meetings to represent Waseca.
 - iv. Planning Commission: Councilmember Arndt reported that in their meeting they discussed the Text Amendment that was brought to Council earlier in the meeting as well as they interviewed the candidates for the two (2) open seats on the Planning Commission that were selected and voted in earlier in the meeting.

ANNOUNCEMENTS

- 9.
- A. Councilmember Christiansen:
 - i. Saturday at 9:00 a.m. there will be a meeting at Maplewood Park for park clean-up. If you can't make it to clean-up that day, make a conscience effort to pick up around the community, every bit helps.
 - ii. Also wanted to thank the concerned citizen who turned him in for not having numbers on his home. When they redid the siding, they forgot to replace the numbers and appreciate the reminder to put them on. They are currently looking for new numbers and are grateful that someone realized the importance of the numbers for safety/responding personnel incase of an emergency, and he encourages everyone to check their homes and make sure they have their numbers.
 - B. Councilmember Arndt:
 - i. Thoughts are with the Pope County Sheriff's Department.
 - ii. Thank you to the people who applied for the Planning Commission.
 - C. Councilmember Ebertowski:
 - i. Agree with Councilmember Arndt and thinking of the City of Starbuck as well.
 - D. Councilmember Schroeder:
 - i. Thank you to all the protect us.
 - ii. Second what Councilmember Christiansen said, sign-in at Maplewood Park shelter it is an easy process and if you cannot make it, it's a great time to pick up around the community.
 - iii. Would like to have a conversation on requirements to authorize lowering of the United States Flag at City Hall.
 - E. Councilmember Conrath:
 - i. Thoughts are with Pope County as well as the department in Wisconsin that lost some members recently.
 - ii. Thank you to the people that attend all the meetings and commission they are appreciated.
 - iii. Happy Birthday to Officer Scott Girtler.
 - F. Mayor Zimmerman:
 - i. Thoughts and prayers with everyone who was mentioned.

ADJOURNMENT

10. There being no further business to be brought before the Council, it was moved by Arndt to adjourn the meeting at 8:02 p.m., seconded by Conrath. Motion carried 6-0.

JULIA HALL
CITY CLERK

RANDY L. ZIMMERMAN
MAYOR

Micah Fischer

6B

LIST OF EXPENDITURES

April 18, 2023



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City Council	4,250.00
Streets	30,237.36
Parks	9,745.18
Wastewater	9,792.45
Utility Administration	14,951.88
Utility Offices	15,839.74
Electric	31,234.11
Water	10,031.08
Building and Code Compliance	6,048.40
Police	132,276.03
Administration	0.00
Community Aides	1,336.30
Fire	16,379.62
Paid On Call Fire Department	8,897.77
PEG	582.90
Election Judges	0.00
Finance	24,834.05
Connections	7,678.63
Community Development	4,999.27
Engineering	33,392.30
Recreation	6,036.67
Econ Development	<u>6,135.38</u>

Total Gross Payroll 374,679.12

*Less- Payroll Deductions (135,594.15)

Net Payroll Cost \$ 239,084.97

*These costs are included in Accounts Payable totals below

Accounts Payable

Expenditures dated: April 14, 2023-April 27, 2023 Includes check #'s 159188-159220 Bank ACH Withdrawals.....	<u>513,656.65</u>
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GRAND TOTAL EXPENDITURES \$ 752,741.62

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
General Fund						
04/27/2023	42325	MN Sales and Use Tax Payable	March Sales Tax Payable	101-20210-0000	99.19	M
Total 101202100000:					99.19	
04/20/2023	42320	ACH Internal Revenue Service	FEDERAL WITHHOLDING TAX Pay Period: 4/16/2023	101-21701-0000	20,144.93	M
Total 101217010000:					20,144.93	
04/20/2023	42316	MN Department of Revenue	STATE WITHHOLDING TAX Pay Period: 4/16/2023	101-21702-0000	9,832.15	M
Total 101217020000:					9,832.15	
04/20/2023	42320	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 4/16/2023	101-21703-0000	8,072.04	M
04/20/2023	42320	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 4/16/2023	101-21703-0000	8,436.92	M
Total 101217030000:					16,508.96	
04/20/2023	42317	Public Employees Retirement Assn (ACH	PERA ER Adj	101-21704-0000	.06	M
04/20/2023	42317	Public Employees Retirement Assn (ACH	PERA COORD Emplr 1% Pay Period: 4/16/2023	101-21704-0000	1,268.77	M
04/20/2023	42317	Public Employees Retirement Assn (ACH	PERA COORDINATED Employee Pay Period: 4/16/2023	101-21704-0000	8,247.08	M
04/20/2023	42317	Public Employees Retirement Assn (ACH	PERA POLICE Employee Pay Period: 4/16/2023	101-21704-0000	8,306.64	M
04/20/2023	42317	Public Employees Retirement Assn (ACH	DEF CONTRIBUTION/EMPL Pay Period: 4/16/2023	101-21704-0000	58.70	M
04/20/2023	42317	Public Employees Retirement Assn (ACH	PERA COORDINATED Employer Pay Period: 4/16/2023	101-21704-0000	8,247.08	M
04/20/2023	42317	Public Employees Retirement Assn (ACH	PERA POLICE Employer Pay Period: 4/16/2023	101-21704-0000	12,459.95	M
04/20/2023	42317	Public Employees Retirement Assn (ACH	DEF CONT Employer Pay Period: 4/16/2023	101-21704-0000	58.70	M
Total 101217040000:					38,646.98	
04/20/2023	159189	NCPERS Minnesota - 8266711	LIFE INSURANCE - PERA Pay Period: 4/16/2023	101-21711-0000	208.00	
Total 101217110000:					208.00	
04/20/2023	42320	ACH Internal Revenue Service	MEDICARE Pay Period: 4/16/2023	101-21712-0000	2,876.82	M
04/20/2023	42320	ACH Internal Revenue Service	MEDICARE Pay Period: 4/16/2023	101-21712-0000	2,962.17	M
Total 101217120000:					5,838.99	
04/20/2023	42321	MSRS- (DEF COMP)	MSRS - ROTH (AFTER TAX) Pay Period: 4/16/2023	101-21713-0000	1,050.00	M
04/20/2023	42321	MSRS- (DEF COMP)	MSRS - DEF COMP Pay Period: 4/16/2023	101-21713-0000	899.00	M
Total 101217130000:					1,949.00	
04/20/2023	42319	Vantagepoint Transfer Agents 457	ICMA - ROTH (AFTER TAX) Pay Period: 4/16/2023	101-21714-0000	350.00	M
04/20/2023	42319	Vantagepoint Transfer Agents 457	ICMA DEF COMPENSATION Pay Period: 4/16/2023	101-21714-0000	603.43	M
Total 101217140000:					953.43	
04/20/2023	42324	Colonial Life & Accident Insurance Co	Reverse Kohn Adjustment	101-21715-0000	41.92	M
04/20/2023	42324	Colonial Life & Accident Insurance Co	Kohn Adj	101-21715-0000	41.92	M
04/20/2023	42324	Colonial Life & Accident Insurance Co	COLONIAL LIFE Pay Period: 4/16/2023	101-21715-0000	1,048.90	M
04/20/2023	42324	Colonial Life & Accident Insurance Co	COLONIAL LIFE Pay Period: 4/2/2023	101-21715-0000	1,048.90	M
Total 101217150000:					2,097.80	
04/20/2023	42322	Medsurety	HSA Contribution Pay Period: 4/16/2023	101-21716-0000	1,342.37	M

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount	
Total 101217160000:					1,342.37	
04/20/2023	42318	MN Child Support Payment Center	CHILD SUPPORT FLAT AMT Pay Period: 4/16/2023	101-21717-0000	1,005.07	M
Total 101217170000:					1,005.07	
04/20/2023	42323	Family Medical Care Plan	FMCP Single Pay Period: 4/16/2023	101-21720-0000	22.47	M
04/20/2023	42323	Family Medical Care Plan	FMCP Single Pay Period: 4/2/2023	101-21720-0000	22.48	M
04/20/2023	42323	Family Medical Care Plan	FMCP Single Pay Period: 4/16/2023	101-21720-0000	427.02	M
04/20/2023	42323	Family Medical Care Plan	FMCP Single Pay Period: 4/2/2023	101-21720-0000	427.03	M
04/20/2023	42312	United Healthcare	UHC Family Pay Period: 4/16/2023	101-21720-0000	15,000.00	M
04/20/2023	42312	United Healthcare	Armendariz April COBRA	101-21720-0000	2,634.61	M
04/20/2023	42312	United Healthcare	UHC Family Pay Period: 4/2/2023	101-21720-0000	15,000.00	M
04/20/2023	42312	United Healthcare	UHC Single Pay Period: 4/16/2023	101-21720-0000	14,401.38	M
04/20/2023	42312	United Healthcare	Gedicke April COBRA	101-21720-0000	847.14	M
04/20/2023	42312	United Healthcare	UHC Single Pay Period: 4/2/2023	101-21720-0000	14,401.38	M
04/20/2023	42312	United Healthcare	UHC Employee + 1 Pay Period: 4/2/2023	101-21720-0000	249.76	M
04/20/2023	42312	United Healthcare	UHC Employee + 1 Pay Period: 4/16/2023	101-21720-0000	249.69	M
04/20/2023	42312	United Healthcare	Matson April COBRA	101-21720-0000	847.14	M
04/20/2023	42312	United Healthcare	Herschman Adjustment	101-21720-0000	1,821.35	M
04/20/2023	42312	United Healthcare	UHC Employee + 1 Pay Period: 4/16/2023	101-21720-0000	6,125.00	M
04/20/2023	42312	United Healthcare	UHC Employee + 1 Pay Period: 4/2/2023	101-21720-0000	6,125.00	M
04/20/2023	42312	United Healthcare	Kohn Adjustment	101-21720-0000	847.14	M
04/20/2023	42312	United Healthcare	UHC Family Pay Period: 4/16/2023	101-21720-0000	807.60	M
04/20/2023	42312	United Healthcare	UHC Family Pay Period: 4/2/2023	101-21720-0000	807.72	M
04/20/2023	42312	United Healthcare	Rugger Adjustment	101-21720-0000	847.14	M
04/20/2023	42312	United Healthcare	Spies Adjustment	101-21720-0000	847.14	M
04/20/2023	42312	United Healthcare	Terrell Adjustment	101-21720-0000	2,634.61	M
04/20/2023	42312	United Healthcare	Tomsche Adjustment	101-21720-0000	847.14	M
04/20/2023	42312	United Healthcare	Wellman Adjustment	101-21720-0000	1,787.47	M
Total 101217200000:					88,027.41	
04/20/2023	42323	Family Medical Care Plan	FMCP Family Pay Period: 4/16/2023	101-21724-0000	351.00	M
04/20/2023	42323	Family Medical Care Plan	FMCP Family Pay Period: 4/2/2023	101-21724-0000	351.00	M
04/20/2023	42323	Family Medical Care Plan	FMCP Family Pay Period: 4/2/2023	101-21724-0000	3,159.00	M
04/20/2023	42323	Family Medical Care Plan	FMCP Family Pay Period: 4/16/2023	101-21724-0000	3,159.00	M
Total 101217240000:					7,020.00	
04/27/2023	20230333	Waseca Area Chamber of Commerce	Chamber Lunch-Mayor Zimmerman	101-41110-3300	16.00	
Total 101411103300:					16.00	
04/27/2023	20230328	Personalized Printing Inc.	Spring Newsletter	101-41110-3500	798.00	
Total 101411103500:					798.00	
04/27/2023	20230312	Discover Waseca Tourism	February Lodging Tax	101-41110-4440	1,909.27	
04/27/2023	20230312	Discover Waseca Tourism	March Lodging Tax	101-41110-4440	2,036.24	
Total 101411104440:					3,945.51	
04/27/2023	20230334	Waseca Area Senior Citizens Center	City Contribution	101-41110-4455	1,125.00	

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101411104455:					1,125.00
04/27/2023	20230333	Waseca Area Chamber of Commerce	Chamber Lunch-Carl	101-41320-3300	16.00
Total 101413203300:					16.00
04/27/2023	20230300	A. H. Hermel Company	Pop for Vending Machine	101-41320-4945	79.77
Total 101413204945:					79.77
04/27/2023	159218	Waseca County Treasurer	Legal Services Contract payment	101-41600-3000	5,370.33
Total 101416003000:					5,370.33
04/27/2023	20230327	Pantheon Computer Systems Inc.	Access point for streets	101-41920-2050	199.99
04/27/2023	20230327	Pantheon Computer Systems Inc.	Access Point for Streets	101-41920-2050	19.95
Total 101419202050:					219.94
04/27/2023	20230327	Pantheon Computer Systems Inc.	Maintenance Agreement	101-41920-3100	6,572.26
04/27/2023	20230327	Pantheon Computer Systems Inc.	Maintenance Agreement	101-41920-3100	2,170.00
Total 101419203100:					8,742.26
04/27/2023	20230300	A. H. Hermel Company	Coffee and creamer for breakroom	101-41940-2170	168.24
04/27/2023	20230300	A. H. Hermel Company	Janitorial Supplies	101-41940-2170	236.59
04/27/2023	20230306	Central Fire Protection Inc.	Extinguisher Maintenance & New Extinguisher	101-41940-2170	225.70
04/27/2023	159195	Cintas Corporation	First Aid Cabinet Supplies - City Hall	101-41940-2170	66.69
Total 101419402170:					697.22
04/27/2023	20230305	Cady Business Technologies Inc	Monthly Phone Support Plan	101-41940-3100	262.62
04/27/2023	159193	Cintas Corp	Floor mat service	101-41940-3100	54.58
04/27/2023	20230331	Stoltz Cleaning Services LLC	City Hall Cleaning	101-41940-3100	475.00
04/27/2023	20230331	Stoltz Cleaning Services LLC	City Hall Cleaning	101-41940-3100	475.00
Total 101419403100:					1,267.20
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-41940-3200	423.76
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-41940-3200	156.67
Total 101419403200:					580.43
04/27/2023	159192	Centerpoint Energy	Monthly Billing	101-41940-3800	962.89
Total 101419403800:					962.89
04/27/2023	159210	Suburban Furniture Inc.	Carpet West Conference Room	101-41940-4000	255.00
Total 101419404000:					255.00
04/27/2023	20230333	Waseca Area Chamber of Commerce	Chamber Lunch-Tina	101-41950-3300	16.00
Total 101419503300:					16.00

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/27/2023	20230318	Innovative Office Supply	Office Supplies - Police	101-42100-2000	48.48
Total 101421002000:					48.48
04/27/2023	20230302	Bomgaars Supply	Parts & Supplies	101-42100-2170	64.99
04/27/2023	159195	Cintas Corporation	First Aid - Police	101-42100-2170	58.76
Total 101421002170:					123.75
04/27/2023	20230320	Kaplan, Jacob	Uniform Allowance	101-42100-2180	103.98
04/27/2023	20230320	Kaplan, Jacob	Uniform allowance	101-42100-2180	94.49
04/27/2023	20230332	Streicher's	uniform expense - Girtler's	101-42100-2180	262.99
04/27/2023	20230332	Streicher's	Uniform Allowance-Horn	101-42100-2180	23.98
04/27/2023	20230332	Streicher's	Uniform Allowance-Horn	101-42100-2180	88.00
Total 101421002180:					573.44
04/27/2023	159193	Cintas Corp	Mats - PD	101-42100-3100	8.98
04/27/2023	159193	Cintas Corp	Mats - PD	101-42100-3100	8.98
Total 101421003100:					17.96
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-42100-3200	423.76
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-42100-3200	443.92
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-42100-3200	47.71
Total 101421003200:					915.39
04/27/2023	159192	Centerpoint Energy	Monthly Billing	101-42100-3800	762.09
Total 101421003800:					762.09
04/27/2023	20230310	Creative Product Sourcing Inc. - DARE	DARE supplies	101-42100-4600	1,728.61
Total 101421004600:					1,728.61
04/27/2023	159195	Cintas Corporation	First Aid - Fire	101-42200-2170	53.57
Total 101422002170:					53.57
04/27/2023	159201	Fire Safety USA Inc.	Orange Helmets	101-42200-2180	559.90
04/27/2023	159201	Fire Safety USA Inc.	Orange helmets	101-42200-2180	559.90
Total 101422002180:					1,119.80
04/27/2023	159201	Fire Safety USA Inc.	Gloves	101-42200-2190	390.00
Total 101422002190:					390.00
04/27/2023	159193	Cintas Corp	Mats - FD	101-42200-3100	8.99
04/27/2023	159193	Cintas Corp	Mats - FD	101-42200-3100	8.99
Total 101422003100:					17.98
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-42200-3200	47.71

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101422003200:					47.71
04/27/2023	159205	MN State Fire Chiefs Association	Annual Conference	101-42200-3310	415.00
Total 101422003310:					415.00
04/27/2023	159192	Centerpoint Energy	Monthly Billing	101-42200-3800	762.08
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-42200-3800	51.19
Total 101422003800:					813.27
04/27/2023	159215	Volunteer Firefighters Benefit Assn	New FF Benefit Vol FF Association	101-42200-4330	98.00
Total 101422004330:					98.00
04/27/2023	20230318	Innovative Office Supply	Pens-Building Inspector	101-42400-2000	24.90
Total 101424002000:					24.90
04/27/2023	20230308	City Building Inspection Services LLC	building inpections	101-42400-3000	9,825.62
Total 101424003000:					9,825.62
04/27/2023	42328	Verizon Wireless	Monthly Verizon Data Bill	101-43000-3200	80.02 M
Total 101430003200:					80.02
04/27/2023	20230329	Stangler, Cole	Expenses for MnDOT Cert Training - Cole Stangler	101-43000-3300	36.43
Total 101430003300:					36.43
04/27/2023	159190	Ag Partners Coop	Fuel	101-43100-2120	618.70
Total 101431002120:					618.70
04/27/2023	20230302	Bomgaars Supply	Parts & Supplies	101-43100-2170	376.16
04/27/2023	159191	Born Well Drilling Inc.	air comp rental	101-43100-2170	62.00
04/27/2023	159194	Cintas Corporation	First Aid Cabinet Supplies	101-43100-2170	57.38
04/27/2023	20230309	Core & Main LP	PVC PARTS	101-43100-2170	190.87
04/27/2023	20230311	Diamond Solutions	Saw blades	101-43100-2170	583.50
04/27/2023	20230319	James Brothers Construction Inc.	Class V	101-43100-2170	780.00
Total 101431002170:					2,049.91
04/27/2023	20230323	Locators & Supplies Inc.	safety clothing	101-43100-2180	104.50
Total 101431002180:					104.50
04/27/2023	20230302	Bomgaars Supply	Parts & Supplies	101-43100-2400	18.91
Total 101431002400:					18.91
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-43100-3200	47.75

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101431003200:					47.75
04/27/2023	159192	Centerpoint Energy	Monthly Billing	101-43100-3800	1,275.95
Total 101431003800:					1,275.95
04/27/2023	20230314	H & J Fuel Inc	fuel	101-43125-2120	1,919.99
Total 101431252120:					1,919.99
04/27/2023	20230317	Independent School District #829	City Contribution Community Ed	101-45100-3100	8,333.33
Total 101451003100:					8,333.33
04/27/2023	20230318	Innovative Office Supply	Thermal Paper-Waterpark/TLCF	101-45130-2000	143.53
Total 101451302000:					143.53
04/27/2023	20230315	Horizon Commercial Pool Supply	WP Chemicals	101-45130-2165	14,006.16
Total 101451302165:					14,006.16
04/27/2023	20230302	Bomgaars Supply	Parts & Supplies	101-45130-2170	29.77
Total 101451302170:					29.77
04/27/2023	20230315	Horizon Commercial Pool Supply	ORP Probes	101-45130-2210	712.50
Total 101451302210:					712.50
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-45130-3200	247.51
Total 101451303200:					247.51
04/27/2023	159192	Centerpoint Energy	Monthly Billing	101-45130-3800	526.43
Total 101451303800:					526.43
04/27/2023	20230301	Amazon	Stationery supplies	101-45180-2170	54.43
04/27/2023	20230318	Innovative Office Supply	Thermal Paper-Waterpark/TLCF	101-45180-2170	61.51
Total 101451802170:					115.94
04/27/2023	20230300	A. H. Hermel Company	TLCF Concessions	101-45180-2500	186.02
04/27/2023	159206	Morgan's Meat Market	Hot dogs for TLCF	101-45180-2500	45.00
Total 101451802500:					231.02
04/27/2023	20230316	IFACS	TLCF Fence Project	101-45180-4000	95.70
04/27/2023	159219	Winegar Enterprises LLC	Supplies	101-45180-4000	160.00
Total 101451804000:					255.70
04/27/2023	159195	Cintas Corporation	First Aid Cabinet Supplies	101-45200-2170	44.91

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 101452002170:					44.91
04/27/2023	20230306	Central Fire Protection Inc.	Parks Tractor Extinguisher	101-45200-2210	53.00
Total 101452002210:					53.00
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-45200-3200	44.23
Total 101452003200:					44.23
04/27/2023	159192	Centerpoint Energy	Monthly Billing	101-45200-3800	450.55
04/27/2023	159192	Centerpoint Energy	Monthly Billing	101-45200-3800	51.75
Total 101452003800:					502.30
04/27/2023	20230331	Stoltz Cleaning Services LLC	City Hall Cleaning	101-45500-3100	250.00
04/27/2023	20230331	Stoltz Cleaning Services LLC	Library Cleaning	101-45500-3100	250.00
Total 101455003100:					500.00
04/27/2023	159192	Centerpoint Energy	Monthly Billing	101-45500-3800	733.14
04/27/2023	159198	Consolidated Communications	Monthly Billing	101-45500-3800	127.13
Total 101455003800:					860.27
04/27/2023	20230303	Border States Electric Supply	LED bulbs	101-45500-4000	399.23
04/27/2023	20230325	Malo Roofing Inc.	library roof repair	101-45500-4000	1,740.00
Total 101455004000:					2,139.23
04/27/2023	159217	Waseca County Treasurer	County Ditch Assessment	101-49210-4992	51,858.97
04/27/2023	159217	Waseca County Treasurer	CD 15 Ditch Assessment	101-49210-4992	34.12
Total 101492104992:					51,893.09
Total General Fund:					321,532.48
Waseca Rehab Program 2015					
04/27/2023	159197	Commercial Partners Title LLC	Multi Family SCDP	212-46500-3000	37,542.62
Total 212465003000:					37,542.62
Total Waseca Rehab Program 2015:					37,542.62
Airport					
04/27/2023	20230327	Pantheon Computer Systems Inc.	Firewall-airport	230-49810-2170	25.20
Total 230498102170:					25.20
04/27/2023	20230322	Langer, Brent	Airport Contract Payment	230-49810-3100	3,800.00
Total 230498103100:					3,800.00
04/27/2023	42326	CenturyLink	Airport Phone and Internet	230-49810-3200	112.12 M
04/27/2023	159198	Consolidated Communications	Monthly Billing	230-49810-3200	98.89

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/27/2023	159198	Consolidated Communications	Monthly Billing	230-49810-3200	67.67
Total 230498103200:					278.68
04/27/2023	159192	Centerpoint Energy	Monthly Billing	230-49810-3800	81.63
04/27/2023	159220	Xcel Energy	Airport Electric	230-49810-3800	160.51
04/27/2023	159220	Xcel Energy	Airport Electric	230-49810-3800	214.22
Total 230498103800:					456.36
04/27/2023	159217	Waseca County Treasurer	1st half property tax-2023	230-49810-4800	7,721.00
04/27/2023	159217	Waseca County Treasurer	1st half property taxes-2023	230-49810-4800	2,118.00
Total 230498104800:					9,839.00
Total Airport:					14,399.24
PEG Channel					
04/27/2023	159207	RadioShack	Power strip	290-41920-2170	7.99
Total 290419202170:					7.99
Total PEG Channel:					7.99
Capital Improvement					
04/27/2023	20230330	Stantec Consulting Services Inc	8th St SE Eng. Services	430-43010-5560	125.00
Total 430430105560:					125.00
Total Capital Improvement:					125.00
Annexation & Growth fund					
04/27/2023	159217	Waseca County Treasurer	1st half Property Tax 2023	470-46800-4800	878.00
04/27/2023	159217	Waseca County Treasurer	1st Half Property Tax 2023	470-46800-4800	2,154.00
Total 470468004800:					3,032.00
Total Annexation & Growth fund:					3,032.00
Water					
04/27/2023	42325	MN Sales and Use Tax Payable	March Sales Tax Payable	601-20210-0000	1,167.83 M
Total 601202100000:					1,167.83
04/27/2023	159192	Centerpoint Energy	Monthly Billing	601-49401-3800	271.26
04/27/2023	42327	Xcel Energy	March Service	601-49401-3800	251.83 M
Total 601494013800:					523.09
04/20/2023	42320	ACH Internal Revenue Service	SOCIAL SECURITY Pay Period: 4/16/2023	601-49430-0000	364.88 M
04/20/2023	42320	ACH Internal Revenue Service	MEDICARE Pay Period: 4/16/2023	601-49430-0000	85.35 M
Total 601494300000:					450.23
04/27/2023	20230323	Locators & Supplies Inc.	locate flags	601-49430-2170	610.80

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 601494302170:					610.80
04/27/2023	20230309	Core & Main LP	residential copper horns	601-49430-2215	1,417.47
Total 601494302215:					1,417.47
04/27/2023	20230330	Stantec Consulting Services Inc	Well Review	601-49430-3000	322.00
Total 601494303000:					322.00
04/27/2023	20230304	Britton Plumbing & Heating LLC	leak repair	601-49430-4000	487.06
Total 601494304000:					487.06
04/27/2023	159198	Consolidated Communications	Monthly Billing	601-49585-3200	113.00
04/27/2023	159213	U.S. Postal Service	Postage - May utility bills	601-49585-3200	523.48
Total 601495853200:					636.48
04/27/2023	20230328	Personalized Printing Inc.	Envelopes & perforated paper for utility bills	601-49585-3500	968.86
Total 601495853500:					968.86
04/27/2023	159196	City of Waseca	Summit AR	601-49585-4320	1.80
04/27/2023	159211	Summit Account Resolution	Collection Fees	601-49585-4320	15.93
Total 601495854320:					17.73
04/27/2023	20230327	Pantheon Computer Systems Inc.	Maintenance Agreement	601-49586-4950	938.90
04/27/2023	20230327	Pantheon Computer Systems Inc.	Maintenance Agreement	601-49586-4950	310.00
Total 601495864950:					1,248.90
04/27/2023	20230330	Stantec Consulting Services Inc	CDA Funding Applications	601-49593-5300	3,250.42
Total 601495935300:					3,250.42
Total Water:					11,100.87
Sanitary Sewer					
04/27/2023	20230309	Core & Main LP	FITTINGS	602-49470-2170	1,421.73
Total 602494702170:					1,421.73
04/27/2023	159198	Consolidated Communications	Monthly Billing	602-49470-3200	743.42
Total 602494703200:					743.42
04/27/2023	159192	Centerpoint Energy	Monthly Billing	602-49470-3800	34.27
04/27/2023	159192	Centerpoint Energy	Monthly Billing	602-49470-3800	438.02
Total 602494703800:					472.29
04/27/2023	159208	Schaeffer Manufacturing Co.	Gear Oil	602-49480-2120	1,842.24

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 602494802120:					1,842.24
04/27/2023	159202	Hawkins Inc	Demurrage	602-49480-2170	50.00
04/27/2023	159202	Hawkins Inc	Chlorine & Sulfur	602-49480-2170	3,358.60
04/27/2023	159202	Hawkins Inc	Demurrage	602-49480-2170	20.00
Total 602494802170:					3,428.60
04/27/2023	20230309	Core & Main LP	Air relief grit pumps	602-49480-2210	125.44
04/27/2023	159202	Hawkins Inc	Chlorine Parts	602-49480-2210	1,619.50
Total 602494802210:					1,744.94
04/27/2023	20230330	Stantec Consulting Services Inc	WWTP Permit Review	602-49480-3000	332.50
Total 602494803000:					332.50
04/27/2023	159193	Cintas Corp	Floor mat service	602-49480-3100	9.60
04/27/2023	159195	Cintas Corporation	First Aid Cabinet Supplies	602-49480-3100	52.78
04/27/2023	20230324	M & R Electric Inc.	TPS Building AC	602-49480-3100	95.46
Total 602494803100:					157.84
04/27/2023	159198	Consolidated Communications	Monthly Billing	602-49480-3200	625.29
Total 602494803200:					625.29
04/27/2023	159192	Centerpoint Energy	Monthly Billing	602-49480-3800	3,199.87
04/27/2023	159209	SSI Crestmark MN Holding LLC	Solar Power	602-49480-3800	15,173.75
04/27/2023	159214	USS MN V MT LLC	Solar Power	602-49480-3800	2,945.49
Total 602494803800:					21,319.11
04/27/2023	159212	Thermal Process Systems	TPS Service Agreement/Computer	602-49480-4000	6,000.00
Total 602494804000:					6,000.00
04/27/2023	159198	Consolidated Communications	Monthly Billing	602-49585-3200	113.00
04/27/2023	159213	U.S. Postal Service	Postage - May utility bills	602-49585-3200	523.47
Total 602495853200:					636.47
04/27/2023	20230328	Personalized Printing Inc.	Envelopes & perforated paper for utility bills	602-49585-3500	968.87
Total 602495853500:					968.87
04/27/2023	159196	City of Waseca	Summit AR	602-49585-4320	3.45
04/27/2023	159211	Summit Account Resolution	Collection Fees	602-49585-4320	30.52
Total 602495854320:					33.97
04/27/2023	159217	Waseca County Treasurer	CD 45 Ditch Assessment	602-49586-4800	198.05
Total 602495864800:					198.05

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
04/27/2023	20230327	Pantheon Computer Systems Inc.	Maintenance Agreement	602-49586-4950	938.90
04/27/2023	20230327	Pantheon Computer Systems Inc.	Maintenance Agreement	602-49586-4950	310.00
Total 602495864950:					1,248.90
04/27/2023	159198	Consolidated Communications	Monthly Billing	602-49593-5300	9,000.00
04/27/2023	20230330	Stantec Consulting Services Inc	CDA Funding Applications	602-49593-5300	3,250.42
04/27/2023	20230330	Stantec Consulting Services Inc	CDA Funding Applications	602-49593-5300	3,250.41
Total 602495935300:					15,500.83
Total Sanitary Sewer:					56,675.05
Electric Utility					
04/27/2023	42325	MN Sales and Use Tax Payable	March Sales Tax Payable	604-20210-0000	32,105.98 M
Total 604202100000:					32,105.98
04/27/2023	20230301	Amazon	ear plugs	604-49571-2170	157.20
04/27/2023	20230302	Bomgaars Supply	Parts & Supplies	604-49571-2170	332.94
Total 604495712170:					490.14
04/27/2023	20230301	Amazon	meter probe	604-49571-2215	459.00
Total 604495712215:					459.00
04/27/2023	20230311	Diamond Solutions	Saw blades	604-49571-2400	583.50
Total 604495712400:					583.50
04/27/2023	159198	Consolidated Communications	Monthly Billing	604-49585-3200	113.00
04/27/2023	159198	Consolidated Communications	Monthly Billing	604-49585-3200	54.21
04/27/2023	159213	U.S. Postal Service	Postage - May utility bills	604-49585-3200	523.48
Total 604495853200:					690.69
04/27/2023	20230328	Personalized Printing Inc.	Envelopes & perforated paper for utility bills	604-49585-3500	968.87
Total 604495853500:					968.87
04/27/2023	159196	City of Waseca	Summit AR	604-49585-4320	9.75
04/27/2023	159211	Summit Account Resolution	Collection Fees	604-49585-4320	86.26
Total 604495854320:					96.01
04/27/2023	159204	MN Department of Commerce	Territory Docket Filing	604-49586-3100	84.34
Total 604495863100:					84.34
04/27/2023	20230327	Pantheon Computer Systems Inc.	Maintenance Agreement	604-49586-4950	938.90
04/27/2023	20230327	Pantheon Computer Systems Inc.	Maintenance Agreement	604-49586-4950	310.00
Total 604495864950:					1,248.90
04/27/2023	20230303	Border States Electric Supply	conversion supplies	604-49593-5300	435.13

Check Issue Date	Check Number	Payee	Description	Invoice GL Account	Check Amount
Total 604495935300:					435.13
Total Electric Utility:					37,162.56
Storm Water Utility					
04/27/2023	20230330	Stantec Consulting Services Inc	Supplemental Drainage Area Delineation	651-43140-3000	1,822.50
Total 651431403000:					1,822.50
04/27/2023	20230309	Core & Main LP	Pipe and materials for new 6th St SW drain tile	651-49593-5300	11,516.30
04/27/2023	20230319	James Brothers Construction Inc.	Rock for new 6th St SW drain tile	651-49593-5300	5,091.60
Total 651495935300:					16,607.90
Total Storm Water Utility:					18,430.40
Central Garage Services					
04/27/2023	159190	Ag Partners Coop	Fuel	701-43180-2120	2,007.95
Total 701431802120:					2,007.95
04/27/2023	20230301	Amazon	Air dryer assembly # 523	701-43180-2210	147.92
04/27/2023	20230301	Amazon	jack for hotpatcher	701-43180-2210	157.94
04/27/2023	20230302	Bomgaars Supply	Parts & Supplies	701-43180-2210	54.99
04/27/2023	20230307	Christensen Tire Service	Skidloader tires	701-43180-2210	260.00
04/27/2023	159199	Deml Ford Lincoln Mercury Inc	New Harness #529	701-43180-2210	2,702.73
04/27/2023	159200	Environmental Products & Access LLC	High pressure hose swivel	701-43180-2210	285.45
04/27/2023	159203	Mills Automotive Group	Plate cover # 529	701-43180-2210	70.64
04/27/2023	20230326	MTI Distributing Inc.	toro blades	701-43180-2210	109.99
04/27/2023	159219	Winegar Enterprises LLC	Supplies	701-43180-2210	385.37
04/27/2023	159219	Winegar Enterprises LLC	Hitch pin #29 Brushings #23	701-43180-2210	1,035.00
04/27/2023	20230335	Zarnoth Brush Works Inc.	pallet of sweeper gutter brooms	701-43180-2210	3,440.00
Total 701431802210:					8,650.03
Total Central Garage Services:					10,657.98
Equipment Replacement Fund					
04/27/2023	20230313	Emergency Automotive Technologies Inc.	new squad expense	705-49920-5400	365.46
04/27/2023	20230321	L & L Street Rod & Sports Truck LLC	new squad expense	705-49920-5400	2,600.00
04/27/2023	159216	Waseca County License Bureau	vehicle registration police	705-49920-5400	25.00
Total 705499205400:					2,990.46
Total Equipment Replacement Fund:					2,990.46
Grand Totals:					513,656.65

Report Criteria:

Report type: GL detail

[Report].Amount = {<>} 0



Date: 4.14.23 6C

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

SPECIAL EVENT PERMIT APPLICATION

*If request includes closure of HWY13, MNDot Approval required prior to City approval.

Answer all questions (please print). Write N/A (not applicable) where appropriate.

Street Dance
NAME OF EVENT

6.24.23
DATE OF EVENT

Rusty Anhorn
Name of Applicant or Contact Person

Katie O'Leary's
Sponsoring Organization

117 2nd Ave NE
Applicant Address (Street, City, State, Zip)
Waseca, MN 56093
n/a

Phone number _____
Evening phone/cell phone: _____

Fax Number _____

_____ Email Address

Type of Event:

- Run/Walk Pg 2
- Dance Pg 3
- Fundraiser Pg 3
- Parade Pg 2
- Planned Demonstration Pg 3
- Celebration Pg 3
- Block Party Pg 3
- Ceremony Pg 3
- Other: _____
- Street Fair Pg 3
- Concert Pg 3

Location and description of event: 2nd Ave NE Waseca
in front of Katie O'Leary's

rev Aug 2016

BLOCK PARTYSTREET DANCE**CONCERT**CELEBRATION**OTHER**

Event Components:

- A. Date requested: 6-24-23
- B. Hours of operation, from 2:00 am/pm to 2:00 am/pm
- C. Set up: beginning date and time: 2pm 6-24-23
Dismantle: date and time: 2am 6-25-23
- D. Anticipated number of participants: _____
Anticipated number of spectators: 500

City Services and Equipment:

Describe City services and/or equipment requested for the event. City barricades, cones, signs, and other equipment may be borrowed on an as-available basis. **Please make arrangements in advance to pick up and return this equipment.**

10 city barricades (2 with road closed signs)
16 picnic tables

Use of streets/City property:

NOTE: No permanent markings of route are allowed on any streets, sidewalks, or trails in the City of Waseca.

List any street(s) closing, or parking restrictions, requested for the event. Include the date and time of closing and reopening of the street(s). For a run/walk or parade, please include a map of the route.

Close 2nd Ave NE from State Street to 2nd St. NE

List any City parks or facilities to be used during the event: n/a

Food and Beverage:

- A. Will food and beverages be served? ___ Yes No **IF NO, SKIP THIS SECTION**
B. Will you be using a catering service? ___ Yes No

If yes, please specify name of Caterer: _____

- C. Will electrical service be needed for food preparation? _____
D. Have you obtained the necessary permit(s) from the Waseca County Department of Environmental Health? ___ Yes ___ No
E. Will alcoholic beverages be served? Yes ___ No

(Please note that a separate license may be required for sale or serving of alcoholic beverages)

If yes, describe what method will be used to ensure that alcoholic beverages will be consumed by only persons 21 years of age or older:

checking ID's and applying wristbands at the entrance

No one under 21 will be allowed.

Describe how, where, when and by whom the alcoholic beverages will be served:

Alcoholic beverages will be served outside in a designated area.

Vendors or Concessionaries: **(IF NONE, SKIP THIS SECTION)**

- A. Please list vendors/concessionaires planned for the event: _____

- B. Describe how you intend to regulate, monitor and control the type, number and quality of vendors/concessionaries whom you may permit to operate in conjunction with the event:

Entertainment: **(IF NONE, SKIP THIS SECTION)**

Describe entertainment plans, i.e.; music, sound amplification or other noise impact, including the intended hours:

Live band in the street from 8:30pm until 12:30am.

Security and Safety Procedures:

- A. Will you be requesting Police services? Waseca Police Reserves
- B. Describe your proposed procedures for set-up, operation, internal security and crowd control: Waseca Police Reserves plus additional
Ratie O'Reary's staff
- C. If the event is to occur at night, describe how you are going to light the event area in order to increase the safety of participants and spectators coming to and leaving the event:
street lights
- D. Describe plans to provide first aid, if needed:
- E. Provide the number and a general description of any vehicles or animals involved in the event (approximately how many and type of animal): n/a

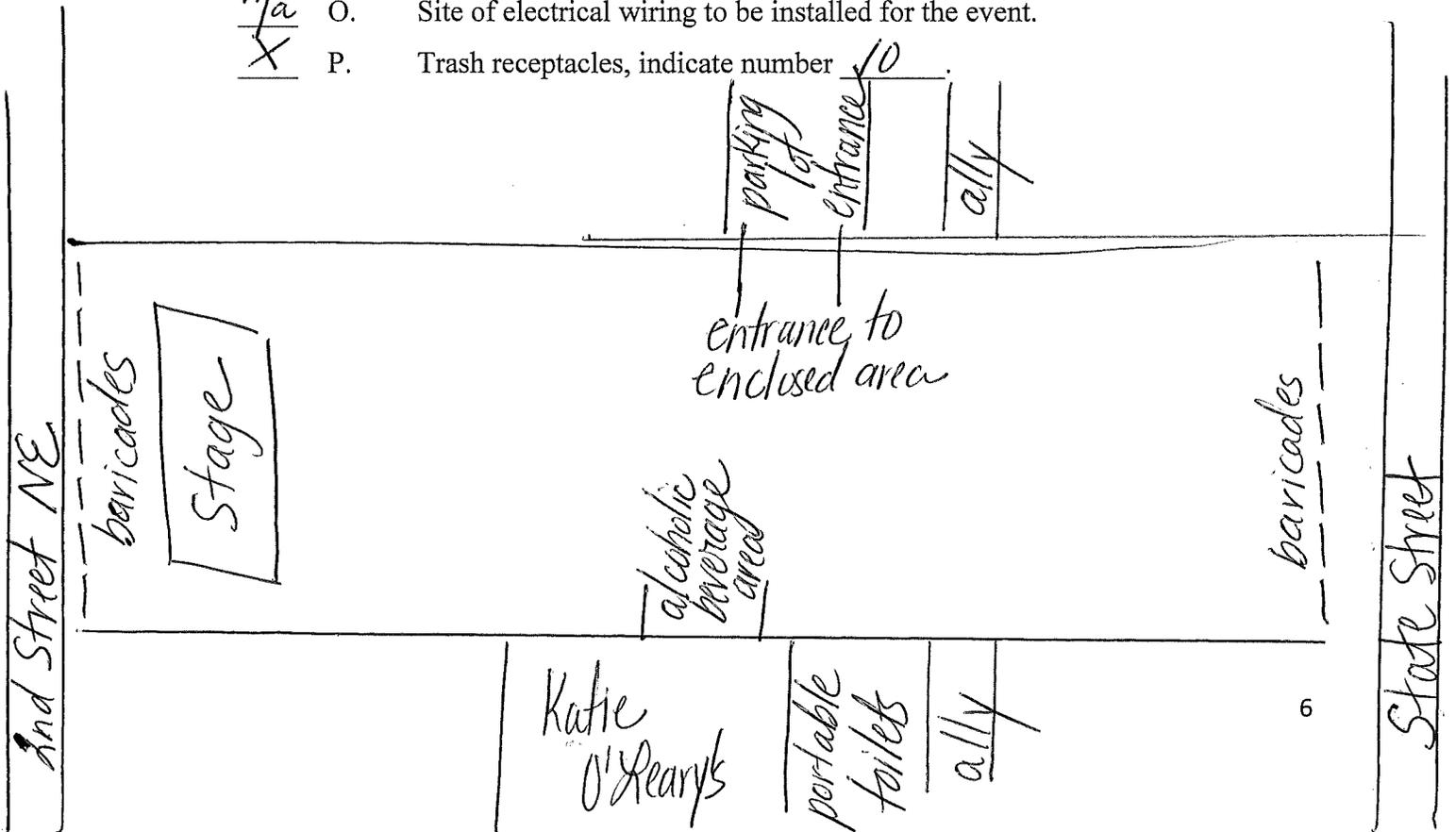
Sanitation Plan:

- A. Describe your plan for clean-up and material preservation. Include number, type and location of trash and recycling containers to be provided. Indicate who will be responsible for clean-up activities during and after the event, include phone number for individuals:
Various garbage cans throughout the inclosed area.

Location Map: (ALL EVENTS)

Please attach a map or drawing of your event layout. At minimum, the following items should be included. Please place a check mark or "x" by those included or N/A if not applicable:

- n/a A. If a route is involved, the starting and finish areas should be marked with arrows, and the places where buses, autos, and other motorized vehicles need to be considered and marked.
- n/a B. Size and location of any tents, structures.
- X C. Entertainment and/or stage locations.
- X D. Alcoholic beverage concession areas.
- X E. Non-alcohol concession area.
- n/a F. Food concession area (cooking, serving, consumption areas).
- n/a G. General merchandise and/or concession areas
- X H. Portable toilet facilities, indicate number : 3 Location(s): _____
- n/a I. First aid facilities.
- n/a J. Event participant and/or spectator parking areas.
- n/a K. Event organizer's command post.
- n/a L. Fireworks or pyrotechnics site
- n/a M. Vehicle fuel handling site.
- X N. Fencing or other barricades, etc. for securing event area
- n/a O. Site of electrical wiring to be installed for the event.
- X P. Trash receptacles, indicate number 10





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/06/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. IF SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Corporate 4 Insurance Agency INC 7220 Metro Boulevard Edina MN 55439-2133	CONTACT NAME: Renee Billington PHONE (A/C, No, Ext): (952) 893-9218 E-MAIL ADDRESS: reeneb@corporatfour.com	FAX (A/C, No): (952) 893-9402
	INSURER(S) AFFORDING COVERAGE	
INSURED Rusjo LLC DBA Katie O'Leary's Beef & Brew 821 Elm Ave E Waseca MN 56093	INSURER A: Illinois Casualty Company	15571
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 23-24

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			[REDACTED]	01/01/2023	01/01/2024	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 2,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COM/PO/AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			[REDACTED]	01/01/2023	01/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
A	Liquor Liability			[REDACTED]	01/01/2023	01/01/2024	Each Common Cause	\$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re location: 117 2nd Ave NE, Waseca, MN 56093.

CERTIFICATE HOLDER**CANCELLATION**City of Waseca
508 S State St

Waseca

MN 56093

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Date: _____

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

SPECIAL EVENT PERMIT APPLICATION

*If request includes closure of HWY13, MNDot Approval required prior to City approval

Answer all questions (please print). Write N/A (not applicable) where appropriate.

BoxCar Outdoor Basin
NAME OF EVENT

July 28th/29th 2023
DATE OF EVENT

Todd Schmidt
Name of Applicant or Contact Person
905 9th St SE

Waseca Hockey Assco.
Sponsoring Organization
729

Waseca MN 56093
Applicant Address (Street, City, State, Zip)
905 9th St SE

507-461-0316
Phone number
Evening phone/cell phone: same

Fax Number

[Redacted]
Email Address

Type of Event:

- Run/Walk Pg 2
- Dance Pg 3
- Fundraiser Pg 3
- Parade Pg 2
- Planned Demonstration Pg 3
- Celebration Pg 3
- Block Party Pg 3
- Ceremony Pg 3
- Other: _____
- Street Fair Pg 3
- Concert Pg 3

Location and description of event: Bar Parking lot, Bands
Outside

BLOCK PARTYSTREET DANCE**CONCERT**CELEBRATION**OTHER**

Event Components:

- A. Date requested: _____
- B. Hours of operation, from 8 am/pm to 12:30 am/pm
- C. Set up: beginning date and time: 7/27/23
Dismantle: date and time: 7/30-31
- D. Anticipated number of participants: _____
Anticipated number of spectators: _____

City Services and Equipment:

Describe City services and/or equipment requested for the event. City barricades, cones, signs, and other equipment may be borrowed on an as-available basis. **Please make arrangements in advance to pick up and return this equipment.**

Picnic tables

Use of streets/City property:

NOTE: No permanent markings of route are allowed on any streets, sidewalks, or trails in the City of Waseca.

List any street(s) closing, or parking restrictions, requested for the event. Include the date and time of closing and reopening of the street(s). For a run/walk or parade, please include a map of the route.

List any City parks or facilities to be used during the event: _____

Food and Beverage:

A. Will food and beverages be served? Yes No **IF NO, SKIP THIS SECTION**

B. Will you be using a catering service? Yes No

If yes, please specify name of Caterer: _____

C. Will electrical service be needed for food preparation? _____

D. Have you obtained the necessary permit(s) from the Waseca County Department of Environmental Health? Yes No

E. Will alcoholic beverages be served? Yes No
(Please note that a separate license may be required for sale or serving of alcoholic beverages)

If yes, describe what method will be used to ensure that alcoholic beverages will be consumed by only persons 21 years of age or older:

there is 1 entrance with Security
carding @ entrance

Describe how, where, when and by whom the alcoholic beverages will be served:

Beer tubs and make shift bars outside
and also serving from inside bar

Vendors or Concessionaries: **(IF NONE, SKIP THIS SECTION)**

A. Please list vendors/concessionaires planned for the event: _____

B. Describe how you intend to regulate, monitor and control the type, number and quality of vendors/concessionaries whom you may permit to operate in conjunction with the event: _____

Entertainment: **(IF NONE, SKIP THIS SECTION)**

Describe entertainment plans, i.e.; music, sound amplification or other noise impact, including the intended hours:

Bands both nights music playing from
2pm until 1230 Am

Security and Safety Procedures:

- A. Will you be requesting Police services? NO
- B. Describe your proposed procedures for set-up, operation, internal security and crowd control: We set everything up and have Wasela Sheriff pose during Security.
- C. If the event is to occur at night, describe how you are going to light the event area in order to increase the safety of participants and spectators coming to and leaving the event: tent lights / stage lights and parking lot light
- D. Describe plans to provide first aid, if needed: Wasela Sheriff pose
- E. Provide the number and a general description of any vehicles or animals involved in the event (approximately how many and type of animal): N/A

Sanitation Plan:

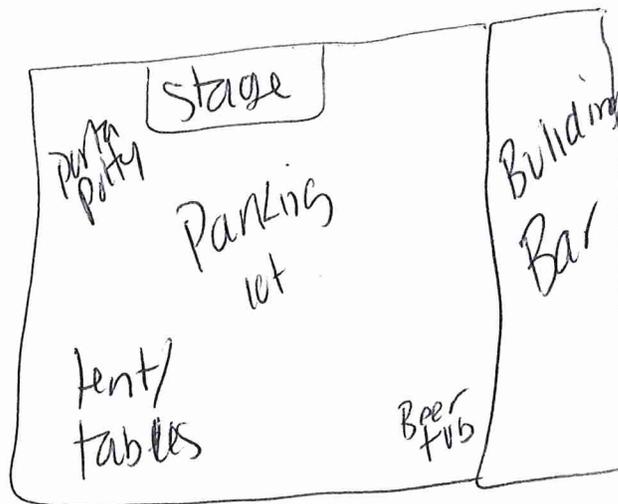
- A. Describe your plan for clean-up and material preservation. Include number, type and location of trash and recycling containers to be provided. Indicate who will be responsible for clean-up activities during and after the event, include phone number for individuals: Using our own trash bins

Location Map: (ALL EVENTS)

Please attach a map or drawing of your event layout. At minimum, the following items should be included. Please place a check mark or "x" by those included or N/A if not applicable:

- A. If a route is involved, the starting and finish areas should be marked with arrows, and the places where buses, autos, and other motorized vehicles need to be considered and marked.
- B. Size and location of any tents, structures.
- C. Entertainment and/or stage locations.
- D. Alcoholic beverage concession areas.
- E. Non-alcohol concession area.
- F. Food concession area (cooking, serving, consumption areas).
- G. General merchandise and/or concession areas
- H. Portable toilet facilities, indicate number : _____ Location(s): _____

- I. First aid facilities.
- J. Event participant and/or spectator parking areas.
- K. Event organizer's command post.
- L. Fireworks or pyrotechnics site
- M. Vehicle fuel handling site.
- N. Fencing or other barricades, etc. for securing event area
- O. Site of electrical wiring to be installed for the event.
- P. Trash receptacles, indicate number _____.



Additional Permits (IF APPLICABLE)

Additional permissions may be required including but not limited to, the following:

A. Building Permit:

Attach to this application a copy of your building permit(s) if you are installing any electrical wiring on a temporary or permanent basis and/or if you are building any temporary or permanent structures such as bleachers, scaffolding, a grandstand, reviewing stands, stages or platforms.

B. Fire Department Permit(s):

Attach to this application any permission required by fire regulations for such things as open flame; fireworks or pyrotechnics; vehicle fuel; cooking facilities; enclosures (and tables within those enclosures); tents, air supported structures, canopies, or any fabric shelters.

C. Other Permits:

Certain other licensing may be required by city, county, and state agencies. It is your responsibility to check with the local authorities to determine what licensing is required before final submission of this application.

ANY FALSIFICATION OF ANSWERS TO THE PRECEDING QUESTIONS WILL RESULT IN DENIAL OF THE APPLICATION.

Todd Schmidt
Signature of Applicant

4-28-23
Date

Attachments Included (if applicable):

- Insurance Certificate
- Fireworks Application
- MnDOT Authorization
- List of Special/Unusual Request(s)
- Park Reservation Form
- Map
- Alcohol Permit
- Other

Waseca city council,

4/28/23

Boxcar Bar 202 West Elm Ave is requesting an extension on our liquor license for our annual outdoor bash July 28th and 29th we start setting up Thursday 7/27/23 We enclose our parking lot, we have one main entrance into enclosed area. We have security carding / observing crowd. Must be 21 years of age to enter. This will be our 25th year doing this event bringing lots of people to beautiful Waseca!

Todd Schmidt

A handwritten signature in black ink that reads "Todd Schmidt". The signature is written in a cursive style with a large, stylized 'T' at the beginning.



Title:	Renew Appointment of Waseca Chief of Police Penny Vought to be the municipal official to the Waseca Firefighters Relief Association Board of Trustees		
Meeting Date:	May 2, 2023	Agenda Item Number:	6E
Action:	<input checked="" type="checkbox"/> MOTION <input type="checkbox"/> RESOLUTION <input type="checkbox"/> ORDINANCE <input type="checkbox"/> DISCUSSION	Supporting Documents:	
Originating Department:		Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to approve Waseca Chief of Police Penny Vought to be the appointed municipal official on the Waseca Firefighters Relief Association Board of Trustees.		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets		

BACKGROUND:

Minnesota Statute 424A.04 is as follows:

VOLUNTEER RELIEF ASSOCIATIONS; BOARD OF TRUSTEES

Subdivision 1.Membership. (a) A relief association that is directly associated with a municipal fire department must be managed by a board of trustees consisting of nine members. Six trustees must be elected from the membership of the relief association and three trustees must be drawn from the officials of the municipalities served by the fire department to which the relief association is directly associated. The bylaws of a relief association which provides a monthly benefit service pension may provide that one of the six trustees elected from the relief association membership may be a retired member receiving a monthly pension who is elected by the membership of the relief association. The three municipal trustees must be one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the municipal governing board annually and the chief of the municipal fire department.

The Waseca Board of Trustees, Article 3.1 states,

BOARD OF TRUSTEES

3.1 The Board of Trustees (Board) as specified under Minn. Stat. 424A.04, will be composed of the following nine (9) persons: a President, a Vice President, a Secretary, a Treasurer, and two (2) general Trustees, each of whom will be elected for a three-year term as specified in this Article, or until their successor has been elected and qualified, at the annual meeting of the Association from its members, and the statutory members: the Chief of the Waseca Fire Department, and one elected municipal official and one elected or appointed municipal official who are designated annually as municipal representatives by the City Council of the City of Waseca.

BUDGET IMPACT: None

RECOMMENDATION: Staff recommends renewing appointment of Chief of Police Penny Vought to the Waseca Firefighters Board of Trustees as the municipal official.

Title:	SET THE DATE FOR A PUBLIC HEARING ON THE CITY'S STORMWATER POLLUTION PREVENTION PLAN (SWPPP)		
Meeting Date:	May 2, 2023	Agenda Item Number:	6F
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:	Engineering	Presented By:	Consent Agenda
Approved By City Manager: <input checked="" type="checkbox"/>	Proposed Action: Motion to set the date for a Public Hearing on the City's Stormwater Pollution Prevention Plan (SWPPP).		
How does this item pertain to Vision 2030 goals?	Creating high quality community assets.		

BACKGROUND: As part of the City's MS4 Permit responsibilities, the City is required to provide at least one opportunity for the public to provide input on the adequacy of the City's Stormwater Pollution Prevention Plan (SWPPP). Therefore, a brief SWPPP presentation and a public hearing is proposed for the May 16, 2023, City Council meeting. If approved, a notice for this hearing will be posted in the May 10th edition of the local newspaper.

BUDGET IMPACT: None

RECOMMENDATION: Staff recommends that the Waseca City Council set the date for a public hearing on the City's Stormwater Pollution Prevention Plan (SWPPP) for 7:00 PM on Tuesday, May 16, 2023.