

CITY OF CHATFIELD COMMON COUNCIL

AGENDA

November 22, 2021 7:00 P.M

- I. Chatfield City Council – November 22, 2021 – 7:00 p.m. – City Council Chambers
 1. Consent Agenda:
 - A. Approval of minutes of prior meetings.
 - B. Approve payment of claims.
 - C. Approve use of City Park by Chatfield Alliance December 4, for Christmas in the Valley.
 2. Garbage Bag Update – Bill Hanson
 3. Ordinance #457 – Fees
 - A. Second Consideration
 - B. Authorize Publication
 4. S.C.S. Report:
 - A.
 5. Committee Reports:
 - A. Public Services Committee
 - B. Park & Recreation Committee
 6. Mayor’s Report:
 7. Clerk’s Report:
 - A. Smith Schafer Audit Agreement
 - B. Certified Local Government Annual Report
 - C. Designation of Polling Place
 8. Roundtable
 9. Adjourn.
 10. Meeting Notices:
 - A. Public Services Committee (Councilors Bluhm & Frank) 4:30 p.m.
 - B. Park & Rec Committee (Councilors Broadwater & Frank) 5:30 p.m.

**CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES
Monday, November 8, 2021**

The Common Council of the City of Chatfield met in regular session on Monday, November 8, 2021. Mayor Russ Smith presided and called the regular meeting to order at 7:00 PM

Members Present: Councilor Joshua Broadwater, Councilor Mike Urban, Councilor Dave Frank, Councilor Pam Bluhm, and Mayor Russell Smith.

Members absent: Councilor Paul Novotny.

Others Present: Karen Reisner, Lynda Karver, Brian Burkholder, Joel Young, and Shane Fox.

Consent Agenda

Councilor Mike Urban entered a motion, with a second by Councilor Joshua Broadwater, to adopt the consent agenda which included the following items:

1. Approval of October 25, 2021 Meeting Minutes
2. Approve payment of claims
3. Approval of ATV Trail Amendment
4. Approval of 2022 CEDA contract

Ayes: Councilors: Broadwater, Urban, Frank, and Bluhm

Nays: None

Absent: Councilor: Novotny

Motion carried.

S.C.S Report

Lone Stone Playground Equipment

Park and Rec committee has been looking at options for the Lone Stone Playground Equipment. Between staff and the committee, the recommendation is to move forward with the quote from Finnegan Playground Adventures in the amount of \$55,284.00.

Councilor Joshua Broadwater entered a motion, with a second by Councilor Mike Urban, to authorize the purchase of Lone Stone Playground Equipment from Finnegan Playground Adventures in the amount of \$55,284.00.

Ayes: Councilors: Broadwater, Urban, Frank, and Bluhm

Nays: None

Absent: Councilor: Novotny

Motion carried.

Committee Reports

Personnel Budget Committee

Councilors Mike Urban and Paul Novotny were in attendance for the Personnel-Budget Committee. Topics included:

- Garbage bags
- A shared position with the school for public works and ball field maintenance
- Credit Card Fees, should the fees be passed on to the consumer?
- Allocation of ARPA funds

Public Works Committee

Councilors Paul Novotny and Mike Urban were in attendance. Topics included:

- an offer on an enterprise drive property
- the 2022 Water Project addressing stormwater drainage issues
- Policy of charging a fee for digging in the street
- Burr Oak Avenue Waterway
- Dog Pound roof
- gate valve replacements
- traffic study for Twiford Street
- Lone Stone Playground Equipment

Committee of the Whole

Committee of the Whole met twice over the weekend for a strategic planning retreat. Approximately 25 people participated. The group brought people from different parts of the community together to discuss the question: how do you see Chatfield in 2028? HueLife was the facilitator.

Mayor's Report

Mayor Smith again reminded people about getting their vehicles off the road for snow removal. With the possibility of snowfall in the forecast within the week, he asks that people be ready to get their vehicles off the street, start planning now.

Clerk's Report

Olmsted County Planning Advisory Committee

There is one opening on the County Planning Advisory Board, if you are interested and live in Olmsted County, you can apply.

Roundtable

Councilors congratulated the Chatfield Gopher's Football team on their recent win and good luck on their future game leading to the state championship.

Councilor Urban also mentioned the strategic planning retreat. He felt it was a good meeting and it was informative. He gave another reminder to get cars off the street during snow events, otherwise you will get a ticket.

Adjourn

Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank, to adjourn

Ayes: Councilors: Broadwater, Urban, Frank, and Bluhm

Nays: None

Absent: Councilor: Novotny

Motion carried.

Russ Smith, Mayor

Beth Carlson, Deputy Clerk



City of Chatfield

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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	206262	E 211-45500-416	Libraries (GENERA	Cleaning Service	\$63.98	LIBRARY CLEANING SUPPLIES
Vendor QUILL.COM					\$63.98	
Vendor SCHUMACHER ELEVATOR CO						
	905362	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment	\$158.60	LIB ELEV MAINT
Vendor SCHUMACHER ELEVATOR CO					\$158.60	
Vendor SELCO						
	049428	E 211-45500-414	Libraries (GENERA	Automated Operations	\$901.78	BASIC TECH FEES NOV 2021
Vendor SELCO					\$901.78	
Vendor THE CHATFIELD NEWS, LLC						
	1592	E 614-49840-350	Cable TV (GENER	Print/Binding (GENERAL)	\$16.75	ADMINISTRATOR CCTV
	1535	E 614-49840-350	Cable TV (GENER	Print/Binding (GENERAL)	\$16.75	ADMINISTRATOR CCTV
	1609	E 614-49840-350	Cable TV (GENER	Print/Binding (GENERAL)	\$16.75	ADMINISTRATOR CCTV
Vendor THE CHATFIELD NEWS, LLC					\$50.25	
Vendor WINONA COUNTY						
	2681	E 230-42270-209	Ambulance	Training Institution	\$280.00	FIRST AID CPR CARDS
Vendor WINONA COUNTY					\$280.00	
Vendor WIT BOYZ INC.						
	8614	E 220-42280-240	Fire Department *	Small Tools and Minor E	\$70.00	HEATING TORCH
	8621	E 220-42280-240	Fire Department *	Small Tools and Minor E	\$330.00	LP BACKPACK TORCH
	8374	E 220-42280-240	Fire Department *	Small Tools and Minor E	\$35.00	EXAUST TIP
Vendor WIT BOYZ INC.					\$435.00	
Batch Name 2021 11FA02					\$36,459.22	
Vendor ABILITY BUILDING CENTER						
	11219	E 100-41940-302	Municipal Building	Contracted Help	\$1,545.00	CLEANING -
Vendor ABILITY BUILDING CENTER					\$1,545.00	
Vendor AMAZON CAPITAL SERVICES, INC.						
	1V6Y-1	E 100-43100-240	Street Maintenanc	Small Tools and Minor E	\$59.98	IPAD KEYBOARD CASE
Vendor AMAZON CAPITAL SERVICES, INC.					\$59.98	
Vendor ARAMARK						
	256000	E 100-41940-401	Municipal Building	Repairs/Maint Buildings	\$251.24	RUG SERVICE
Vendor ARAMARK					\$251.24	
Vendor CENTURYLINK-TELE						
	11/10/2	E 601-49400-321	Water Utilities (GE	Telephone	\$20.79	1500 1/5 DID LINES
	11/10/2	E 100-42110-321	Police Administrati	Telephone	\$20.78	1500 1/5 DID LINES
	11/10/2	E 230-42270-321	Ambulance	Telephone	\$20.78	1500 1/5 DID LINES
	11/10/2	E 100-41500-321	City Clerk	Telephone	\$20.79	1500 1/5 DID LINES
	11/10/2	E 211-45500-321	Libraries (GENERA	Telephone	\$78.19	3480 LIBRARY
	11/10/2	E 100-46630-321	Community Dev -	Telephone	\$152.68	3966 TOUR CENTER
	11/10/2	E 100-43100-321	Street Maintenanc	Telephone	\$20.79	1500 1/5 DID LINES
	11/10/2	E 211-45500-321	Libraries (GENERA	Telephone	\$89.18	2911 LIBRARY ELEVATOR
Vendor CENTURYLINK-TELE					\$423.98	
Vendor CHATFIELD BODY SHOP						
	10045	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$245.17	RMOVE AND REPLACE BATTERY
	10068	E 601-49400-212	Water Utilities (GE	Vehicle Operating Suppli	\$59.75	LUBE, OIL, FILTER CHANGE
Vendor CHATFIELD BODY SHOP					\$304.92	
Vendor CRYSTEEL TRUCK EQUIPMENT INC						



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	L32592	E 801-43100-500	Street Maintenanc	Cap. Outlay-GENERAL	\$7,522.00	PLOW FOR PARKS PU
Vendor CRYSTEEL TRUCK EQUIPMENT INC					\$7,522.00	
Vendor CURTS TRUCK & DIESEL SERVICE INC.						
	230143	E 100-43100-240	Street Maintenanc	Small Tools and Minor E	\$88.92	HARNES
Vendor CURTS TRUCK & DIESEL SERVICE INC.					\$88.92	
Vendor EXPERT BILLING, LLC						
	9259	E 230-42270-435	Ambulance	Licences, Permits and Fe	\$930.00	TRANSPORTS BILLED - OCT
Vendor EXPERT BILLING, LLC					\$930.00	
Vendor FILLMORE COUNTY JOURNAL						
	129695	E 100-41500-350	City Clerk	Print/Binding (GENERAL)	\$12.06	CLERK - COUNCIL MIN, ORD, SUM BU
Vendor FILLMORE COUNTY JOURNAL					\$12.06	
Vendor FIRE SAFETY USA, INC						
	152907	E 221-42280-550	Fire Department *	Cap. Outlay-Vehicles/Equ	\$1,410.43	TANKVISION - DNR GRANT
Vendor FIRE SAFETY USA, INC					\$1,410.43	
Vendor JOHN BAKER CONCRETE CONSTRUCTI						
	11/05/2	E 801-43100-510	Street Maintenanc	Cap. Outlay-Sidewalks	\$9,745.00	BREAKOUT AND REPLACE SIDEWALKS
Vendor JOHN BAKER CONCRETE CONSTRUCTI					\$9,745.00	
Vendor MIENERGY COOPERATIVE						
	11/01/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$525.95	333119002 85007612 HSD BS
	11/01/2	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$32.69	333119001 8500759501 52 SIGN
	11/01/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$354.82	333119003 85007624 JOHNST WELL
	11/01/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$43.79	333119004 85007649 STALB LS
	11/01/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$400.00	333119005 85010070 HSD STLGH
Vendor MIENERGY COOPERATIVE					\$1,357.25	
Vendor OLMSTED CNTY HEALTH DEPART.						
	379	E 601-49400-386	Water Utilities (GE	Well Testing Fees	\$223.20	BACTERIA
Vendor OLMSTED CNTY HEALTH DEPART.					\$223.20	
Vendor PEARSON BACKHOE SERVICE INC						
	6939	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$2,682.50	TRAC.HOE WORK,EXPLORITORY DIGG
Vendor PEARSON BACKHOE SERVICE INC					\$2,682.50	
Vendor PEOPLES ENERGY COOPERATIVE						
	11/04/2	E 100-41940-380	Municipal Building	Utility Services (GENERA	\$326.00	2407900 1/3 21 2ND ST SE
	11/04/2	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$51.00	2438500 MILL CREEK PARK
	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$56.40	2436500 CR 2 HWY S
	11/04/2	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$45.00	2432400 400 3RD ST SW
	11/04/2	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$48.00	2432200 CHATFIELD SIGN
	11/04/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$2,622.69	2430200 126 LIBRARY LN WWTP
	11/04/2	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$140.48	2428000 MILL CREEK PARK
	11/04/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$97.94	242390 MILL CREEK PK - LIFT ST
	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$54.91	2410100 1/4 FIRE HALL
	11/04/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$723.58	3011700 BLUFF ST WELL
	11/04/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$146.94	2410000 318 S MAIN ST-WHISTLE
	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$1,989.00	3011800 STREET LIGHTS
	11/04/2	E 100-42110-380	Police Administrati	Utility Services (GENERA	\$325.00	2407900 1/3 21 2ND ST SE
	11/04/2	E 230-42270-380	Ambulance	Utility Services (GENERA	\$325.00	2407900 1/3 21 2ND ST SE
	11/04/2	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$291.75	2402500 CHATFIELD LIBRARY
	11/04/2	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$96.77	2367400 TOURIST PARK
	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$52.00	2182100 SIREN - 10210 HILLSIDE



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	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$129.22	2154400 10208 HILLSIDE DRIVE
	11/04/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$50.96	3211800 250 OLD TERRITORIAL RD
	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$86.11	3260100 301 TH 52 - TRAFFIC SI
	11/04/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$164.70	2410100 3/4 FIRE HALL
	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$177.37	3265100 20 2ND ST SE - LIGHTS
	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$159.81	3260000 52 3RD ST SW - STL MTR
	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$180.00	7823600 MEYERS AND TERMAR
	11/04/2	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	\$303.06	3237701 107 UNION ST NE
	11/04/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$49.77	2447300 UNION ST NE - XING
	11/04/2	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$87.05	2410200 MAIN ST-CITY PARK
Vendor PEOPLES ENERGY COOPERATIVE					\$8,780.51	
Vendor QUADIENT - POSTAGE ALLOCATION						
	11/01/2	E 240-46500-322	Economic Dev (GE	Postage	\$12.83	POSTAGE ALLOCATION
	11/01/2	E 220-42280-322	Fire Department *	Postage	\$12.81	POSTAGE ALLOCATION
	11/01/2	E 100-43100-322	Street Maintenanc	Postage	\$25.66	POSTAGE ALLOCATION
	11/01/2	E 100-41910-322	Planning and Zoni	Postage	\$25.66	POSTAGE ALLOCATION
	11/01/2	E 602-49450-322	Sewer (GENERAL)	Postage	\$25.66	POSTAGE ALLOCATION
	11/01/2	E 601-49400-322	Water Utilities (GE	Postage	\$25.66	POSTAGE ALLOCATION
	11/01/2	E 230-42270-322	Ambulance	Postage	\$25.66	POSTAGE ALLOCATION
	11/01/2	E 614-49840-322	Cable TV (GENER	Postage	\$12.83	POSTAGE ALLOCATION
	11/01/2	E 211-45500-322	Libraries (GENERA	Postage	\$12.83	POSTAGE ALLOCATION
	11/01/2	E 100-41500-322	City Clerk	Postage	\$38.48	POSTAGE ALLOCATION
	11/01/2	E 100-42110-322	Police Administrati	Postage	\$38.48	POSTAGE ALLOCATION
Vendor QUADIENT - POSTAGE ALLOCATION					\$256.56	
Vendor QUILL.COM						
	207916	E 100-41500-210	City Clerk	Operating Supplies (GEN	\$145.98	8.5X11 PAPER, 20
Vendor QUILL.COM					\$145.98	
Vendor SCHUMACHER ELEVATOR CO						
	905368	E 100-41940-302	Municipal Building	Contracted Help	\$188.75	MUNI ELEV MAINT
Vendor SCHUMACHER ELEVATOR CO					\$188.75	
Vendor WIT BOYZ INC.						
	8612	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$1,293.85	REPLACE OIL PAN
	8610	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$720.33	REPLACE FRONT WHEELS, SERVICE,D
Vendor WIT BOYZ INC.					\$2,014.18	
Vendor ZARNOTH BRUSH WORKS						
	018698	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$146.50	zarnoth disposable gutter broom
Vendor ZARNOTH BRUSH WORKS					\$146.50	
Batch Name 2021 11FA02U					\$38,088.96	
					\$74,548.18	

((BatchID] in (16676,16684))



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Vendor CHATFIELD PUBLIC LIBRARY						
111712	PP23	G 910-21728			\$175.00	SCRIP GAS CARDS
	PP23	R 211-45500-3620	Libraries (GENERA		-\$175.00	SCRIP GAS CARDS
Vendor CHATFIELD PUBLIC LIBRARY					\$0.00	
Vendor EFTPS						
111713	215886	G 910-21709			\$1,552.04	MEDICARE WH - STAFF
	215886	G 910-21703			\$4,950.36	SOC SEC WH - STAFF
	215886	G 910-21701			\$4,014.28	FEDERAL - STAFF
Vendor EFTPS					\$10,516.68	
Vendor EMPOWER						
111714	946725	G 910-21719			\$50.00	INVESTMENT - HYKE
	946725	G 910-21719			\$125.00	INVESTMENT - SCHLICHTER
	946725	G 910-21719			\$25.00	INVESTMENT - WANGEN
	946725	G 910-21719			\$111.94	INVESTMENT - IRISH
	946725	G 910-21719			\$135.81	INVESTMENT - BURKHOLDER
	946725	G 910-21719			\$72.24	INVESTMENT - CARLSON
	946725	G 910-21719			\$229.84	INVESTMENT - DUBORD
	946725	G 910-21719			\$85.86	INVESTMENT - PRIEBE
	946725	G 910-21719			\$20.00	INVESTMENT - KESTER
Vendor EMPOWER					\$855.69	
Vendor HEALTHEQUITY						
111715	11/12/2	G 910-21726			\$250.00	PRIEBE - ER
	11/12/2	G 910-21726			\$183.34	ERICKSON - EE
	11/12/2	G 910-21726			\$250.00	HYKE - ER
	11/12/2	G 910-21726			\$250.00	IRISH - ER
	11/12/2	G 910-21726			\$500.00	ERICKSON - ER
	11/12/2	G 910-21726			\$250.00	MILIANDER - ER
	11/12/2	G 910-21726			\$250.00	COE - ER
	11/12/2	G 910-21726			\$500.00	LANDORF - ER
	11/12/2	G 910-21726			\$50.00	ELDER - EE
	11/12/2	G 910-21726			\$125.00	ELDER - ER
	11/12/2	G 910-21726			\$50.00	DUBORD - EE
	11/12/2	G 910-21726			\$500.00	SCHLICHTER - ER
	11/12/2	G 910-21726			\$42.50	COE - EE
	11/12/2	G 910-21726			\$183.34	YOUNG - EE
	11/12/2	G 910-21726			\$50.00	CARLSON - EE
	11/12/2	G 910-21726			\$250.00	CARLSON - ER
	11/12/2	G 910-21726			\$100.00	BURNETT - EE
	11/12/2	G 910-21726			\$500.00	BURNETT - ER
	11/12/2	G 910-21726			\$40.00	BURKHOLDER - EE
	11/12/2	G 910-21726			\$250.00	BURKHOLDER - ER
	11/12/2	G 910-21726			\$500.00	DUBORD - ER
	11/12/2	G 910-21726			\$100.00	SCHLICHTER - EE
	11/12/2	G 910-21726			\$500.00	YOUNG - ER
Vendor HEALTHEQUITY					\$5,674.18	
Vendor KWIK TRIP						
055634	891281	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$40.06	OX87-10
	893900	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$13.63	BROWNIE COOKIE
Vendor KWIK TRIP					\$53.69	



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Vendor LAW ENFORCEMENT LABOR SERVICES						
	NOV-21	G 910-21717			\$63.50	4 FT DUES PAYING MEMBERS - STEVE
	NOV-21	G 910-21717			\$63.50	4 FT DUES PAYING MEMBERS - KEIGL
	NOV-21	G 910-21717			\$63.50	4 FT DUES PAYING MEMBERS - LAND
	NOV-21	G 910-21717			\$63.50	4 FT DUES PAYING MEMBERS - MILIA
Vendor LAW ENFORCEMENT LABOR SERVICES					\$254.00	
Vendor MN DEPART. OF REV./WH TAX						
111716	0-782-8	G 910-21702			\$1,992.77	STATE TAX WH
Vendor MN DEPART. OF REV./WH TAX					\$1,992.77	
Vendor MN PEIP						
111717	113571	G 910-21706			\$1,463.06	LANDORF - EE+SP - MED ADV HSA HP
	113571	G 910-21706			\$546.12	MILIANDER - EE - MED ADV HSA HP
	113571	G 910-21706			\$546.12	PRIEBE - EE - MED ADV HSA PONE
	113571	G 910-21706			\$1,463.06	SCHLICHTER - FAMILY - MED ADV HS
	113571	G 910-21706			\$1,463.06	YOUNG - EE+SP - MED ADV HSA BCBS
	113571	G 910-21706			\$546.12	IRISH - EE - MED ADV HSA PONE
	113571	G 910-21706			\$2,068.88	SCHMIEDEBERG - EE - MED ADV HIGH
	113571	G 910-21706			\$1,854.38	FOX - FAMILY - MED ADV VALUE BCBS
	113571	G 910-21706			\$1,463.06	ERICKSON - FAMILY - MED ADV HSA H
	113571	G 910-21706			\$546.12	ELDER - EE - MED ADV HSA HP
	113571	G 910-21706			\$1,463.06	DUBORD - EMP+SP - MED ADV HSA H
	113571	G 910-21706			\$546.12	COE - EE - MED ADV HSA HP
	113571	G 910-21706			\$546.12	CARLSON - EE - MED ADV HSA HP
	113571	G 910-21706			\$1,463.06	BURNETT - FAMILY - MED ADV HSA B
	113571	G 910-21706			\$546.12	BURKHOLDER - EE - MED ADV HSA HP
	113571	G 910-21706			\$546.12	HYKE - EE - MED ADV HSA HP
	113571	G 910-21706			\$766.42	LEWIS - EE - MED ADV HIGH HP
Vendor MN PEIP					\$17,837.00	
Vendor NCPERS GROUP LIFE INSURANCE						
	384000	G 910-21707			\$16.00	LIFE INSURANCE - YOUNG
	384000	G 910-21707			\$16.00	LIFE INSURANCE - IRISH
	384000	G 910-21707			\$16.00	LIFE INSURANCE - CARLSON
	384000	G 910-21707			\$16.00	LIFE INSURANCE - COE
	384000	G 910-21707			\$16.00	LIFE INSURANCE - MILIANDER
Vendor NCPERS GROUP LIFE INSURANCE					\$80.00	
Vendor PERA						
111718	SOMPE	E 230-42270-121	Ambulance	PERA	\$525.00	DCP - OCT 2021
	SOMPE	G 910-21704			\$61.94	DCP ELECTED OFFICIAL
	SOMPE	G 910-21705			\$4,115.84	PERA - POLICE
	SOMPE	G 910-21704			\$4,716.42	PERA - CITY COORDINATED
Vendor PERA					\$9,419.20	
Vendor TASC						
111719	11/10/2	G 910-21714			\$114.58	FSA MEDICAL - EmpE SCHMIEDEBERG
Vendor TASC					\$114.58	
Batch Name 2021 11FPR01					\$46,797.79	
					\$46,797.79	

([BatchID] in (16696))

Joel Young

From: Sara | Chatfield Alliance <info@chatfieldmn.org>
Sent: Sunday, November 14, 2021 5:08 PM
To: Joel Young
Subject: Use of the park Dec 4th

Hi Joel, the Alliance would like to use the park for Xmas in the Valley from 10a-7p on Sat., Dec 4th. We're planning on having some selfie spots, giveaways out of the visitors center, wagon rides loading at the park, and an EMS stand still parade and Santa around the park at night. It is in conjunction with the fireman's burger night so in case they haven't asked already we should probably have the event congestion signs out and at least by 4:00. Thanks much! Let me know if you have any questions! --

www.chatfieldmn.org

Winter Visitor Center Hours: Mondays, 10a-3p
507.273.1776 (Cell- Please leave VM)

Chatfield Alliance
PARTNER, PROMOTE, PROSPER

MEMORANDUM

TO: CHATFIELD CITY COUNCIL
FROM: JOEL YOUNG, CITY CLERK
SUBJECT: GARBAGE BAG SITUATION
DATE: 11/18/21
CC:

Request: Discuss impact that supply chain issues are making on the special garbage bag supply.

Background: Supply chain issues are dramatically impacting the availability and cost of the specially marked garbage bags that are used for our garbage collection system. The “bag system” is designed to both increase recycling efforts and to allow residents to control the cost of their garbage service as much as possible. Residents can reduce their cost of garbage collection by recycling and reducing the amount of waste that is produced.

Due to supply chain problems, it is no longer possible to get yellow bags with custom imprinting on a timely basis or at a reasonable cost. With the hope that these problems will be resolved within the next year, the City has authorized Hanson Waste Removal to purchase a maroon colored bag in a quantity that will accommodate our needs for about a year. These bags will continue to be available at Cenex, Sunshine Foods and Kwik Trip and the price will remain the same.

The change to the maroon bags will be made as soon as possible as the most recent shipment of yellow bags were not manufactured properly. According to the bag supplier, the seam sealing machine was not properly set or monitored, which has resulted in many bags with seams that give way. If you have any faulty bags, return them to the store to get replacement bags, and/or call Hanson Waste Removal. Hanson Waste Removal and the City regret any inconvenience this might cause.

ORDINANCE NO. 457

AN ORDINANCE RELATING TO FEES CHARGED BY THE CITY OF CHATFIELD FOR VARIOUS PURPOSES, LICENSES OR SERVICES; AMENDING SECTION 11-1 OF CHAPTER 11 OF SUBPART A OF THE CHATFIELD CITY.

THE COUNCIL OF THE CITY OF CHATFIELD, MINNESOTA, DOES ORDAIN:

Section 1. The provisions of the Chatfield City Code, Chapter 11, Section 11-1, Subpart A that is entitled to read: **“Particular Fees, Fines and Charges”** are amended as follows:

City of Chatfield	2022
Schedule of Fees	
\$ 30.00	Returned Check / Payment Fee
	Copying / Printing
\$.10 / .05*	8.5 x 11 (one sided) Black & White *if customer provides paper
\$.25 / .20*	8.5 x 11 (one sided) Color *if customer provides paper
\$.20 / .10*	11 x 17 (one sided) Black & White *if customer provides paper
\$.50 / .25*	11 x 17 (one sided) Color *if customer provides paper
\$ 1.00 page	Fax (Receive)
\$ 1.00 page	Fax (Send)
\$ 0.10	Folding per page stuffed in envelopes
3.5%	Surcharge Fees for Credit & Debit Card Transactions except for swimming pool transactions. New
\$ 15.00	Per night camping fee at Shady Oak Park
\$ 90.00	Per week camping fee at Shady Oak Park
	Swimming Pool
\$ 170.00	Family Membership Increase from \$150
\$ 120.00	Individual Membership Increase from \$85
\$ 7.00	Afternoon Daily Fee
\$ 5.00	Evening Daily
\$ 3.00	Sunday Family Swim – Afternoon
\$ 5.00	Midnight Swim
\$ 50.00	Swimming Lessons – Members
\$ 60.00	Swimming Lessons – Non-Members
\$ 100.00	Swimming Lessons – Private Increased from \$95 Participants must be from one nuclear family, with a maximum of _____
\$ 25.00	Toddler Time – Members – Formerly referred to as Preschool Lessons
\$ 30.00	Toddler Time – Non-Members – Formerly referred to as Preschool Lessons

\$ 60.00	Lap Swim – Season Increase from \$40
\$ 6.00	Lap Swim – Per Session
\$ 50.00	Water Aerobics – Season Increase from \$30
\$ 6.00	Water Aerobics per Session
\$ 40.00	Walking – Season
\$ 6.00	Walking per Session
\$ 100.00	One hour rental of facility, without use of big slide, up to 25 swimmers plus \$2.00 for additional swimmers.
\$ 150.00	One hour rental of entire facility, up to 25 swimmers plus \$2.00 for additional swimmers.
\$ 200.00	Two hour rental of entire facility, up to 25 swimmers plus \$4.00 for additional swimmers.
\$ 250.00	Three hr rental of entire facility, up to 25 swimmers plus \$6.00 for additional swimmers.
	Conduit Funding Fees – Refer to Finance Policy
	Ambulance Fees
\$ 800.00	BLS Transport
\$900.00	BLS Transport Outside PSA
\$ 15.00	Per Loaded Mile
\$ 1,200.00	ALS Transport
\$ 1,300.00	ALS Transport Outside PSA
\$ 1200.00	EMT Class (Test Not Included)
\$ 300.00	EMT Refresher Class (Test Not Included)
\$ 100.00	Practical Test
\$ 50.00	First Aid for Daycare (Includes CPR)
\$ 45.00/ 75.00	CPR or First Aid Class / Both
\$ 4000.00	Street Excavation Deposit to ensure restoration of street surface Increase from \$1,200
\$ 150.00	Hourly rate for cleaning streets related to private contractor/construction
	Water Rates
\$ 15.40	Base Monthly Fee Increase from \$14.95
\$ 5.37	Per 1,000 gallons > 2,000 \$.00537 per gallon Increase from \$5.21
\$ 8.24	Bulk Water per 1,000 gallons \$.00824 per gallon Increase from \$8.00
\$ 1,600.00	Residential Hook-up Fee. Non-residential fees are based on an equivalency calculation
\$ 3,000.00	Water Access Charge/Acre
	Sanitary Sewer Rates
\$ 48.55	Base Monthly Fee
\$ 10.42	Per 1,000 gallons > 2,000 \$.00947 per gallon
\$ 64.16	Non-Metered Monthly Fee based on 3,500 gallons
\$ 2,600.00	Residential Hook-up Fee. Non-residential fees are based on an equivalency calculation
\$ 2,000.00	Sewer Access Charge/Acre
	Apartment Building Hook-up Fees (Combined water & sewer)

\$ 4,200.00	2 Unit Building
\$ 6,300.00	3 – 4 Unit Building
\$ 8,400.00	5 – 8 Unit Building
\$ 10,500.00	9 – 12 Unit Building
\$ 12,600.00	13 – 16 Unit Building
\$ 14,700.00	17 – 20 Unit Building
\$ 16,800.00	21 – 24 Unit Building
1/10 th acre per Unit	Parkland Dedication Fee is 1/10 th of an acre per residential unit or the cash equivalent, whichever is chosen by the City.
	Residential Solid Waste
\$ 7.80	"Garbage" / Month
\$ 5.62	Recycling Fee
	Fuel Surcharge
\$ 1.95	Yellow Bag – 33 Gallon
\$ 1.45	Yellow Bag – 15 Gallon
	Cat / Dog Licenses
\$ 15.00	Neutered/Spayed
\$ 25.00	Non-Neutered/Spayed
\$ 15.00	Impound / Release Fee (Minimum)
\$ 10.00	Penalty for Late Licensure
\$ 3.00	Pound Fee (Daily, after the first 24 hours)
	Adult Entertainment License Fees
\$ 750.00	Initial Investigation Application Fee for Adult Entertainment Business License
	Alcohol License Fees
\$ 125.00	3.2 Beer License (Annual)
\$ 50.00	Intoxicating Liquor License Investigation Fee (Individual)
\$ 100.00	Intoxicating Liquor License Investigation Fee (Corporation)
\$ 100.00	Off-Sale License
\$ 300.00	Club License
\$ 100.00	Wine License On-Sale
\$ 75.00	Temporary On-Sale License
\$ 900.00	On-Sale License for applicant who has not held a license in the city for a period of 12 full consecutive months prior to making application.
\$ 900.00	Renewal Fee for establishments with liquor sales between \$0 - \$19,999.99.
\$ 1,100.00	Renewal Fee for establishments with liquor sales between \$20,000 - \$39,999.99.
\$ 1,300.00	Renewal Fee for establishments with liquor sales between \$40,000 - \$59,999.99.
\$ 1,500.00	Renewal Fee for establishments with liquor sales between \$60,000 - \$79,999.99.
\$ 1,700.00	Renewal Fee for establishments with liquor sales between \$80,000 - \$99,999.99.
\$ 1,900.00	Renewal Fee for establishments with liquor sales between \$100,000 - \$119,999.99.
\$ 2,100.00	Renewal Fee for establishments with liquor sales between \$120,000 - \$139,999.99.
\$ 2,300.00	Renewal Fee for establishments with liquor sales between \$140,000 - \$159,999.99.
\$ 2,500.00	Renewal Fee for establishments with liquor sales between \$160,000 - \$179,999.99.

\$ 2,700.00	Renewal Fee for establishments with liquor sales between \$180,000 - \$199,999.99.
\$ 2,900.00	Renewal Fee for establishments with liquor sales greater than \$200,000.00.
\$ -	Sunday Liquor Surcharge
\$ 20.00	Transient Merchant Fee Increase from \$10
	Fire Department Charges
\$ 500.00 +	Fire Call + Cost of Supplies
Cost of Supplies +	Fire Call
\$250/hr after 1 st hr	Fire Call
\$ 500.00	Fire Department response to an auto accident
	Zoning / Building Permit / Development Fees
\$300 + \$20 per lot	General Development Plan Filing
\$400 + \$20 per lot	Preliminary Plat Filing
\$150 + \$20 per lot	Final Plat Filing
\$ 375	Variance Application
\$ 250	Conditional Use Permit Application
\$ 375	Zoning Amendment Application
As charged by County	Addressing Fee, per lot – Olmsted County
As charged by County	Addressing Fee, per lot – Fillmore County
\$ 10	Permit Application for use of a semi-trailer for storage
By Applic.	Sign Permit Application
By Applic.	Building Permit
By Applic.	Plan Review Fee
By Applic.	Mechanical Permit Fee
By Applic.	Plumbing Permit Fee
\$ 55	Water Heater Permit Fee
\$ 55	Fireplace Permit Fee
\$ 55	Roofing Permit Fee
\$ 55	Siding Permit Fee
\$ 55	Furnace Permit Fee (\$5.00 State Surcharge is included)
\$ 55	Air Conditioner Permit Fee (\$5.00 State Surcharge is included)
\$ 55	Install Gas Pipeline Fee (\$5.00 State Surcharge is included)
\$ 55	Mfg. Home Demolition (\$5.00 State Surcharge is included)
\$ 55	Window / Door Replacement Fee (\$5.00 State Surcharge is included)
\$ 55	Demolition Permits
	Administrative Fines
\$ 100.00	Prohibited damage or destruction of trees/flora
\$ 100.00	Unauthorized services and meter tampering

\$	100.00	Unlawful deposit of waste or refuse
\$	50.00	Dog or Cat Licenses; certain animals prohibited
\$	25.00	Number of Dogs/Cats exceeding the number allowed
\$	25.00	Animals running at large
\$	25.00	Interference with apprehension of animals/tampering with impound
\$	25.00	Animal Causing Disturbance
\$	50.00	Abusing animals
\$	50.00	Condition of premises; Excrement
\$	25.00	U-turns prohibited at certain intersections (Main & First, Second, Third & Fourth)
\$	50.00	Violation of traffic control devices
\$	100.00	Violation of traffic control devices in a manner endangering public safety
\$	50.00	Curfew violation (juvenile petty offense)
\$	50.00	Legal Guardian allowing curfew violation
\$	50.00	Excessive noise prohibited, generally
\$	50.00	Loud Parties prohibited
\$	100.00	Public Nuisance, generally
\$	100.00	Discharging firearms in city
\$	50.00	Violation of building codes, including permits, fees, etc.
\$	25.00	Location/permanent use: parking recreational equipment on city streets, 48 hour limit
\$	25.00	Winter Parking Violation
		Police Administration
\$	10.00	Fingerprinting Applicant Card (Includes up to 2 cards for fee)
\$	150.00	Standard Tow and Impound
\$	Actual Cost	Extra Tow charge (any tow beyond standard)
\$	20.00	Impound Fee (for any extra tow)
\$	10.00	Storage-per day (after 1 st 24 hours)
\$	Free	Copy of Reports: Less than 10 pages
\$.25 per page	Copy of Reports: 10 – 100 pages
\$	Actual Cost	Copy of Reports: More than 100 pages (per statute)
\$	20.00	Copy of Video Tape
\$	15.00	Copy of DVD
\$	10.00	Copy of Video Recording

Section 2. This ordinance shall be effective 30 days following its publication.

Passed and adopted by the City Council of the City of Chatfield, Minnesota, this 13th day of December, 2021.

Attest: Its City Clerk

Its Mayor

**CITY OF CHATFIELD
CERTIFIED LOCAL GOVERNMENT ANNUAL REPORT
FEDERAL FISCAL YEAR 2021**

This report covers historic preservation activities in the City of Chatfield during the federal fiscal year beginning October 1, 2020 and ending September 30, 2021 (FY 2021).

Heritage Preservation Commission

The following individuals served on the Chatfield Heritage Preservation Commission (HPC) as voting members during FY 2021: Chris Giesen (chair), Michael Martin, Ruth Ann Lund, Ben Frederichs, Myrthis Griffith, Sara Sturgis and Pam Bluhm. Ms. Sturgis is a Chatfield resident who currently serves as the director of the Fillmore County Historical Society. Ms. Bluhm is a member of the Chatfield City Council. Robert C. Vogel, the city's Preservation Planner, has served as HPC staff since 2008. He meets the Secretary of the Interior's professional standards in History and Architectural History.

National Register of Historic Places

The following properties are currently listed in the National Register:

- Chatfield Public Library. 304 S. Main Street
- Dickson, Samuel T., House. 225 SW Third St.
- Haven, George H., House and Annex ("The Oaks"). 130-132 Winona St.
- Lowell, Ellen M., House ("Oakenwald Terrace"). 218 Winona St.
- White, Milo, House ("Hazelwood"). 122 Burr Oak St.

No properties within the Chatfield city limits were nominated to the National Register during FY 2021.

Local Designations

The Chatfield Center for the Arts (Historic Chatfield High School and Auditorium-Gymnasium Addition, 405 S. Main St.) was designated a Heritage Landmark in 2012. The subject property has also been determined eligible for listing in the National Register of Historic Places. No properties were nominated for Chatfield Heritage Landmark designation during FY 2021. A total of twelve historic properties have been evaluated as eligible for local designation.

Design Review

By ordinance, no city building permit may be issued for a project involving a heritage landmark property without a Certificate of Appropriateness (COA) approved by the HPC. No COAs were issued during FY 2021. It is the policy of the City of Chatfield to protect all historic properties from adverse effects caused by activities permitted or funded by the city. Several projects were reviewed by HPC staff to ensure that heritage resources received consideration in project

planning. Several community development projects were reviewed administratively during FY 2021 for their effects on significant heritage preservation resources. No heritage preservation resources were destroyed, damaged or otherwise adversely impacted by development projects during FY 2021.

Heritage Resources Survey and Inventory

The HPC is responsible for conducting a systematic, ongoing survey of buildings, structures, sites, objects and districts which meet established criteria for historical, architectural, archaeological, engineering and cultural significance. The city's official heritage resources inventory is part of the statewide historic properties inventory maintained by the SHPO. No previously unrecorded historic properties were identified by survey during FY 2021. Intensive survey was ongoing at several previously recorded properties.

Public Participation and Records Keeping

The HPC holds regular monthly meetings, with special meetings as necessary. The commission met twelve times during FY 2021; there was also a joint meeting and workshop session held with the Chatfield City Council. All HPC meetings were conducted in accordance with city policy and complied with the Minnesota Open Meeting Law. Minutes of meetings, reports and other records of the HPC are part of the permanent record of city government operations. All HPC records are maintained in accordance with Minnesota Statutes §138.17 and are available for public inspection.

Other Activities

- The HPC operated with a full complement of seven voting members during FY 2021.
- A quorum was presented for all regularly scheduled commission meetings.
- A joint HPC-City Council meeting was held on June 28, 2021 to discuss preservation program performance and goals.
- Work commenced on development of a preservation plan for the historic Haven Wall.
- Heritage preservation planning was an important part of pre-construction planning and development of plans and specifications for Phase II of the Chatfield Center for the Arts Renovation and Modernization project.
- The city successfully completed the final phase of the downtown interpretive signs project, a CLG grant funded project sponsored by the HPC.
- The HPC celebrated Preservation Month 2021 with a tour of the historic Oakenwald Terrace bed-and-breakfast, a National Register listed property, and the historic Haven Wall on Old Territorial Road, a city-owned historic site which has been determined eligible for local designation.

- The HPC and its staff worked closely with the Chatfield Alliance and the Chatfield EDA to help promote heritage tourism and publish a new visitors' guide to Chatfield.
- The 2021 Preservation Award was presented to the St. Mary's Catholic Church in recognition of their efforts to preserve and rehabilitate the historic church property.
- HPC member Sara Sturgis participated in the PreserveMN 2021 webinar sponsored by the Minnesota State Historic Preservation Office.

Assurances

1. I hereby certify that the Chatfield Heritage Preservation Commission has adhered to the public participation provisions as stipulated under Section III.D of the "Minnesota Certified Local Government Procedures Manual" issued by the Minnesota State Historic Preservation Office.
2. I hereby certify that the Chatfield Heritage Preservation Commission has adhered to the procedures of the State Archives Department of the Minnesota Historical Society, regarding heritage preservation commission records.

Robert C. Vogel
Local Government Official

October 1, 2021
Date

**CITY OF CHATFIELD
FILLMORE & OLMSTED COUNTIES
RESOLUTION DESIGNATING ANNUAL POLLING PLACE**

WHEREAS, it is important that citizens exercise their right to vote at their local polling place;

WHEREAS, Minn. Stat. § 204B.16 requires the town board to designate its local polling place for elections annually;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Chatfield, located in both Fillmore and Olmsted Counties, Minnesota does hereby designate the Chatfield Center for the Arts building at 405 South Main Street SW, Chatfield, Minnesota as its polling place for 2022.

BE IT FURTHER RESOLVED, that the City of Chatfield notify residents of this designation by following the requirements of Minn. Stat. § 205.16.

Dated: November 22, 2021.

Joel Young, City Clerk