

**CITY OF CHATFIELD COMMON COUNCIL**  
**AGENDA**  
**December 13, 2021 7:00 P.M**

- I. Chatfield City Council – December 13, 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 Submission of the annual Liability Coverage Waiver Form, stating that the City does not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
    - D. Approve Pathfinder CRM contract for 2022.
    - E. Approve Rick Irish as CCTV Coordinator for 2021 – 2022 Wrestling Season.
    - F. Approve Damon Lueck as CCTV Coordinator for 2021 – 2022 Girls Basketball Season.
    - G. Approve Andy O'Connor as CCTV Coordinator for 2021 Football and 2021 – 2022 Boys Basketball Seasons.
    - H. Recommend appointment of Jeremy Aug to the City Charter Commission.
    - I. Accept donation of \$1,000 from the Chatfield Firefighters Activities Association to be used for the improvement of the bandshell.
    - J. Accept donation of \$1,000 from the Chatfield Firefighters Activities Association to be used for the improvement of firefighting trucks and equipment.
  2. Truth In Taxation Hearing
  3. Consider Resolution to set the tax levy and budget for 2022.
  4. S.C.S. Report:
    - A. Consider replacement of John Deere mower.
  5. Committee Reports:
    - A. No Committee Meetings
  6. Mayor's Report:
  7. Clerk's Report:
    - A. Approval of Wideseth Fees for 2020 and 2021 to-date
  8. Roundtable
  9. Adjourn.
  10. Meeting Notices:
    - A. No Committee meetings are scheduled.

**CITY OF CHATFIELD  
COMMON COUNCIL  
MEETING MINUTES**

**Monday, November 22, 2021**

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The Common Council of the City of Chatfield met in regular session on Monday, November 22, 2021. Mayor Russ Smith presided and called the regular meeting to order at 7:00 PM

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

**Members absent:** Councilor Paul Novotny, and Councilor Joshua Broadwater.

**Others Present:** Brian Burkholder, Shane Fox, Joel Young, Craig Britton, Lynda Karver, Karen Reisner, and Fred Suhler Jr.

#### Consent Agenda

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**Councilor Dave Frank entered a motion, with a second by Councilor Pam Bluhm,** to adopt the consent agenda which included the following items:

1. Approval of November 8, 2021 meeting minutes
2. Approve payment of claims
3. Approve use of City Park by Chatfield Alliance December 4, for Christmas in the Valley

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

#### Garbage Bag Update – Bill Hanson

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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.

#### Ordinance #457 – Fees

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##### *Second Consideration*

There has been one update to Ordinance #457 since the first consideration, a 3% surcharge fee on credit/debit card transactions except at the pool has been added.

**Councilor Mike Urban entered a motion, with a second by Councilor Pam Bluhm,** to adopt the second consideration of Ordinance #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.

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

### *Authorize Publication*

**Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank,** to authorize the publication of Ordinance #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.

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

### *S.C.S. Report*

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#### *Utility Services to Enterprise Drive*

Staff met to determine the best locations for installing water and sewer services to a lot on Enterprise Dr. Griffin Construction has given a quote of \$5820 for materials. With installation, the total cost should be less than \$10,000. Staff is looking for approval to complete this installation.

**Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank,** to authorize the installation of utility services to the Enterprise Drive lot.

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

#### *Sale of Property on Enterprise Drive*

The city has received a purchase offer from Paul and Lee Novotny for a portion of Lot 1 Block 4 of the Fingerson Donahoe subdivision along Enterprise Drive. This is the long narrow lot behind Strongwell. Closing is proposed for January 31, 2022.

The price offered is \$0.99 per square foot, it is the same price as a previous negotiation with a different prospect. The size of the lot is estimated to be about 45,000 square feet based on GIS. About 3,500 – 4,000 additional square feet can be purchased to accommodate eliminating a utility easement for the water service line.

In a negotiation with a previous prospect, the public works committee found it agreeable to sell the 45,000 square foot area because it would save additional infrastructure costs as well as potential future questions regarding the undeveloped portion of the lot. The committee was also agreeable to providing water and sanitary sewer service connections at no cost to the buyer, provided the buyer pay the survey and lot split costs. When at that time the offer didn't move forward, the committee was agreeable to

utilizing the same offer and conditions for other prospective buyers.

The offer from Novotny's matches the terms the public works committee previously found agreeable. Novotny's are agreeable to purchasing the additional land to avoid needing a utility easement. All other terms of the sale have been met.

**Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank,** to accept the proposed sale of property on Enterprise Drive to Paul and Lee Novotny.

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

### *Sale of Public Surplus Items*

The new Park & Rec truck has come in and will be ready for winter. Staff is asking to sell the 2000 truck on public surplus.

**Councilor Mike Urban entered a motion, with a second by Councilor Pam Bluhm,** to authorize staff to sell the 2000 truck on public surplus.

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

## Committee Reports

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### *Public Services Committee*

Public Services Committee meeting was cancelled.

### *Personnel Budget*

Personnel Budget held a discussion with Widseth about billing practices.

### *Park & Recreation Committee*

Councilors Josh Broadwater and Dave Frank were present. Topics included:

- Bandshell repairs
- Shady Oak Park dumping
- John Deere mower replacement
- Options for dug-out improvements
- Grant opportunities for parks

## Mayor's Report

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Mayor Smith gave a reminder when it snows, get your vehicles off the street so you don't get a ticket or towed and sign up for the notification list.

He also congratulated the Chatfield Gophers Football team on an incredible game. The state championship game is on Friday at 1 pm. Good Luck Gophers!

## Clerk's Report

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### *Smith Schafer Audit Agreement*

Smith Schafer and Associates has presented their audit agreement letter for the end of the year auditing services. Staff recommends the council accepts their engagement letter.

**Councilor Dave Frank entered a motion, with a second by Councilor Mike Urban,** to accept the Smith Schafer Audit Agreement.

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

### *Certified Local Government Annual Report*

Every year, the Heritage Preservation commission must file a Certified Local Government Annual Report to the state. First the city council should accept the report, then it can be sent.

**Councilor Pam Bluhm entered a motion, with a second by Councilor Mike Urban,** to accept the Certified Local Government Annual Report

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

### *Designation of Polling Place*

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

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.

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

## Roundtable

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Councilors Urban and Frank congratulated the Chatfield Gopher's Football team and good luck and state.

Councilor Urban also gave a reminder to remove cars from the street when the street sweeper is going around. He also wishes everyone a Happy Thanksgiving.

Councilor Bluhm invited people to the Presbyterian Church for a Thanksgiving meal. The meal starts at noon. There is no cost and delivery is available if needed.

## Adjourn

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**Councilor Mike Urban entered a motion, with a second by Councilor Pam Bluhm, to adjourn**

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

**Nays:** None

**Absent:** Councilors: Novotny, and Broadwater

**Motion carried.**

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Russ Smith, Mayor

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Beth Carlson, Deputy Clerk



# City of Chatfield

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Check Nbr Invoice Account	Dept Descr	Object Descr	Amount	Comments
<b>Vendor ACTIVE911, INC</b>				
355785 E 220-42280-433	Fire Department *	Dues and Subscriptions	\$47.80	CHAT FD USER ID 398543
			\$47.80	
<b>Vendor ACTIVE911, INC</b>				
<b>Vendor AMAZON.COM</b>				
11/10/2 E 211-45500-200	Libraries (GENERA	Office Supplies (GENERA	\$85.29	ACCOUNT 60457 8781 36661 3
11/10/2 E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$259.70	ACCOUNT 60457 8781 36661 3
			\$344.99	
<b>Vendor AMAZON.COM</b>				
<b>Vendor AMERICAN ENGINEERING TESTING</b>				
INV-04 E 454-43200-310	Construction Fund	Other Professional Servic	\$1,316.69	P-0004793 ASBESTOS & LEAD PAINT
			\$1,316.69	
<b>Vendor AMERICAN ENGINEERING TESTING</b>				
<b>Vendor ANDY OCONNOR</b>				
FB 202 E 614-49840-302	Cable TV (GENER	Contracted Help	\$1,500.00	CCTV FB COORD 2021
			\$1,500.00	
<b>Vendor ANDY OCONNOR</b>				
<b>Vendor CANON FINANCIAL SERVICES, INC.</b>				
276532 E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment	\$108.44	832780-1 COLOR COPIER
			\$108.44	
<b>Vendor CANON FINANCIAL SERVICES, INC.</b>				
<b>Vendor CENTER POINT LARGE PRINT</b>				
189272 E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$16.49	PAUL, GILL
189577 E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$48.69	NEVER DECEPTION
			\$65.18	
<b>Vendor CENTER POINT LARGE PRINT</b>				
<b>Vendor CHATFIELD BODY SHOP</b>				
10268 E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$859.98	2018 EXP MOUNT BALANCE TIRE BRA
10240 E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$100.08	2018 EXP LOF
10238 E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$50.83	2017 EXP SWAP TIRES
			\$1,010.89	
<b>Vendor CHATFIELD BODY SHOP</b>				
<b>Vendor CHATFIELD CENTER FOR THE ARTS</b>				
2021-1 E 454-43200-310	Construction Fund	Other Professional Servic	\$1,918.59	18 DAYS OF NOV HEATING POTTER/1
DEC 20 E 250-46630-310	Community Dev -	Other Professional Servic	\$3,333.33	EDA & CCA MONTHLY LEASE 09/2021-0
			\$5,251.92	
<b>Vendor CHATFIELD CENTER FOR THE ARTS</b>				
<b>Vendor CHATFIELD PUBLIC LIBRARY</b>				
11/23/2 E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$30.00	PETTY CASH - CHARLOTTE ATLEE WH
			\$30.00	
<b>Vendor CHATFIELD PUBLIC LIBRARY</b>				
<b>Vendor CHATFIELD WRESTLING BOOSTER CLUB</b>				
DEC 20 E 614-49840-302	Cable TV (GENER	Contracted Help	\$750.00	CCTV EVENT COORD RICK IRISH DEC
			\$750.00	
<b>Vendor CHATFIELD WRESTLING BOOSTER CLUB</b>				
<b>Vendor CHRIS MUSTY</b>				
12-6-21 E 220-42280-208	Fire Department *	Training and Instruction	\$81.90	REIMB - FD FOOD FOR TRAINING
			\$81.90	
<b>Vendor CHRIS MUSTY</b>				
<b>Vendor CHS</b>				
411 - I E 220-42280-210	Fire Department *	Operating Supplies (GEN	\$18.90	FD LP BOTTLE FILL
			\$18.90	
<b>Vendor CHS</b>				
<b>Vendor DAMON LUECK</b>				
1148 E 614-49840-302	Cable TV (GENER	Contracted Help	\$875.00	ADMIN NOV - RESOLUTION
1148 E 614-49840-302	Cable TV (GENER	Contracted Help	\$1,250.00	10/2021-08/2022 CCTV TECH COORD
			\$2,125.00	
<b>Vendor DAMON LUECK</b>				



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Vendor DEED						
	DEC 20	E 361-46620-610	Revolving Loan Fu	Interest	\$157.80	#CDAP-13-0031-H-FY14 CHAT EDA/EZ
	DEC 20	E 361-46620-600	Revolving Loan Fu	Debt Srv Principal (GENE	\$1,814.71	#CDAP-13-0031-H-FY14 CHAT EDA/EZ
	12/202	E 361-46620-600	Revolving Loan Fu	Debt Srv Principal (GENE	\$625.56	CDAP-18-0018-H-FY19 EZ FABIV
	12/202	E 361-46620-610	Revolving Loan Fu	Interest	\$92.63	CDAP-18-0018-H-FY19 EZ FABIV
					\$2,690.70	
Vendor DEED						
Vendor FIRE SAFETY USA, INC						
	153765	E 231-42270-580	Ambulance	Cap. Outlay-Other Equip	\$63,668.44	INSTALL POWER LOAD COTS
					\$63,668.44	
Vendor FIRE SAFETY USA, INC						
Vendor GALE						
	761942	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$29.68	ACCT 23762978
					\$29.68	
Vendor GALE						
Vendor G-CUBED						
	1487	E 354-46616-324	Lone Stone TIF	Reimbursement	\$10,000.00	AMCO SUB / LONE STONE TIF - 1487
	1427B	E 354-46616-324	Lone Stone TIF	Reimbursement	\$10,000.00	AMCO SUB / LONE STONE TIF - 1427
					\$20,000.00	
Vendor G-CUBED						
Vendor GRANICUS						
	146307	E 100-41500-438	City Clerk	Internet Expenses	\$528.75	MEETING EFFICIENCY SUITE
	146307	E 100-41500-438	City Clerk	Internet Expenses	\$121.55	ENCODING SOFTWARE
	146307	E 100-41500-438	City Clerk	Internet Expenses	\$534.82	GOV TRANSPARENCY SUITE
	146307	E 100-41500-438	City Clerk	Internet Expenses	\$57.88	UPGRADE TO SDI 720P
	146307	E 100-41500-438	City Clerk	Internet Expenses	\$273.49	OPEN PLATFORM SUITE
					\$1,516.49	
Vendor GRANICUS						
Vendor HBC						
	12/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$121.60	BUS VALUE PKG 120MBPS
	12/02/2	E 602-49450-321	Sewer (GENERAL)	Telephone	\$10.77	867-4321BASIC & TOLL
					\$132.37	
Vendor HBC						
Vendor HUELIFE, LLC						
	2337	E 100-41100-310	Legislative	Other Professional Servic	\$6,678.76	STRATEGIC PLANNING
					\$6,678.76	
Vendor HUELIFE, LLC						
Vendor JACOB GARTNER TRUCKING						
	10/01/2	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$760.00	HAULING 70 YARDS OF SAND
					\$760.00	
Vendor JACOB GARTNER TRUCKING						
Vendor LHB, INC.						
	200442	E 454-43200-310	Construction Fund	Other Professional Servic	\$44,070.56	PROJECT 200442.00 CCA - PHASE 2
	200442	E 454-43200-310	Construction Fund	Other Professional Servic	\$26,625.03	PROJECT 200442.00 CCA - PHASE 2
					\$70,695.59	
Vendor LHB, INC.						
Vendor LUMEN-LEVEL3 (WEBEX)						
	251194	E 100-41500-320	City Clerk	Communications (GENER	\$244.38	WEBEX 10@23 + TAX/LIC
					\$244.38	
Vendor LUMEN-LEVEL3 (WEBEX)						
Vendor LYNDA KARVER						
	DEC 20	E 614-49840-302	Cable TV (GENER	Contracted Help	\$750.00	1/2 NOV & 1/2 DEC COUNCIL & SCHO
					\$750.00	
Vendor LYNDA KARVER						
Vendor MARCO TECHNOLOGIES LLC.						
	INV936	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	\$20.00	1 MS BUS PREM
	INV936	E 100-41100-435	Legislative	Licences, Permits and Fe	\$60.00	6 LEG EXCHANGE ON LIN P1 & ACTIV





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	INV936	E 100-42110-435	Police Administrati	Licences, Permits and Fe	\$200.00	10 PD MS BUS PREM
	INV936	E 100-41500-435	City Clerk	Licences, Permits and Fe	\$90.00	4 MS BUS PREM & 1 VM EXCH + ACTI
	INV936	E 602-49450-435	Sewer (GENERAL)	Licences, Permits and Fe	\$40.00	2 WW BUS PREM
	INV936	E 601-49400-435	Water Utilities (GE	Licences, Permits and Fe	\$20.00	1 WTR BUS PREM
	INV936	E 240-46500-435	Economic Dev (GE	Licences, Permits and Fe	\$10.00	1 EDA EXCHANGE ON LINE + ACTIVE
	INV936	E 230-42270-435	Ambulance	Licences, Permits and Fe	\$40.00	2 AMB BUS PREM
	INV936	E 100-45124-435	Swimming Pools -	Licences, Permits and Fe	\$10.00	1 POOL EXCHANGE ON LINE + ACTIVE
	INV936	E 100-45200-435	Parks (GENERAL)	Licences, Permits and Fe	\$20.00	1 PARKS BUS PREM
	INV936	E 220-42280-435	Fire Department *	Licences, Permits and Fe	\$20.00	1 FD BUS PREM
	INV936	E 100-41910-435	Planning and Zoni	Licences, Permits and Fe	\$10.00	1 PLNG DEPT EXCHANGE ON LINE + A
	INV936	E 614-49840-435	Cable TV (GENER	Licences, Permits and Fe	\$20.00	1 CCTV BUS PREM
<b>Vendor MARCO TECHNOLOGIES LLC.</b>					<u>\$560.00</u>	
<b>Vendor METERING &amp; TECHNOLOGY SOLUTION</b>						
	20999	E 602-49450-500	Sewer (GENERAL)	Cap. Outlay-GENERAL	\$199.89	50% NEW METER
	20999	E 601-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL	\$199.88	50% NEW METER
<b>Vendor METERING &amp; TECHNOLOGY SOLUTION</b>					<u>\$399.77</u>	
<b>Vendor MINNESOTA CONSERVATIN VOL</b>						
	000174	E 211-45500-591	Libraries (GENERA	Cap. Outlay-Magazines	\$25.00	ACCOUNT 00017467
<b>Vendor MINNESOTA CONSERVATIN VOL</b>					<u>\$25.00</u>	
<b>Vendor MN DEPARTMENT OF HEALTH</b>						
	DEC 20	E 601-49400-386	Water Utilities (GE	Well Testing Fees	\$2,697.00	QTRLY FEES 1,110
<b>Vendor MN DEPARTMENT OF HEALTH</b>					<u>\$2,697.00</u>	
<b>Vendor OLMSTED COUNTY ASMT, REV &amp; ELE</b>						
	ASSE-1	E 355-46615-323	Gjere TIF	Administration Expense	\$200.00	ANNUAL TIF MAINT FEE 2-7 GJERE
	ASSE-1	E 359-46619-323	Cabin Coffee TIF	Administration Expense	\$200.00	ANNUAL TIF MAINT FEE 2-6 CABIN
	ASSE-1	E 358-46618-323	Family Dollar TIF	Administration Expense	\$200.00	ANNUAL TIF MAINT FEE 2-5 FD / DOL
<b>Vendor OLMSTED COUNTY ASMT, REV &amp; ELE</b>					<u>\$600.00</u>	
<b>Vendor PATHFINDER CRM, LLC</b>						
	221029	E 454-43200-310	Construction Fund	Other Professional Servic	\$5,225.00	CCA PHASE II - 1916 ASSEMBLY ROO
<b>Vendor PATHFINDER CRM, LLC</b>					<u>\$5,225.00</u>	
<b>Vendor POST BULLETIN</b>						
	12/11/2	E 211-45500-591	Libraries (GENERA	Cap. Outlay-Magazines	\$290.85	ACCT 179792844 PRINT & DIGITAL
<b>Vendor POST BULLETIN</b>					<u>\$290.85</u>	
<b>Vendor ROCHESTER MOTOR CARS</b>						
		E 801-45200-500	Parks (GENERAL)	Cap. Outlay-GENERAL	\$755.80	MUD GUARDS FOR SDTY F350 4WD R
<b>Vendor ROCHESTER MOTOR CARS</b>					<u>\$755.80</u>	
<b>Vendor SAFE-FAST, INC.</b>						
	INV253	E 100-42110-153	Police Administrati	Uniform Allowance	\$58.96	WINTER PARKA
<b>Vendor SAFE-FAST, INC.</b>					<u>\$58.96</u>	
<b>Vendor SELCO</b>						
	049495	E 211-45500-414	Libraries (GENERA	Automated Operations	\$34.53	BASIC TECH FEES   PC SUPP   MAILER
<b>Vendor SELCO</b>					<u>\$34.53</u>	
<b>Vendor STREICHER S</b>						
	I15377	E 100-42110-153	Police Administrati	Uniform Allowance	\$337.99	LANDORF UNIFORM
	I15365	E 100-42110-153	Police Administrati	Uniform Allowance	\$734.77	KEIGLEY UNIFORM
<b>Vendor STREICHER S</b>					<u>\$1,072.76</u>	
<b>Vendor THOMPSONS GARAGE DOOR CO. INC</b>						



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10068	E	100-42110-404	Police Administrati	Repairs/Maint Equipment	\$729.63	POLICE GD SHAFT KIT
<b>Vendor THOMPSONS GARAGE DOOR CO. INC</b>					\$729.63	
<b>Vendor TRI-COUNTY FIREFIGHTER S</b>						
11-12-2	E	220-42280-433	Fire Department *	Dues and Subscriptions	\$75.00	2021 ASSOCIATION DUES
<b>Vendor TRI-COUNTY FIREFIGHTER S</b>					\$75.00	
<b>Vendor US BANK ONE CARD</b>						
11-26-2	R	230-42270-3955	Ambulance		-\$2.16	JUL AUG SEP REBATE
11-26-2	E	230-42270-320	Ambulance	Communications (GENER	\$390.00	ACTIVE 911 SUBSCRIPTION
11-26-2	E	211-45500-591	Libraries (GENERA	Cap. Outlay-Magazines	\$34.00	MN HORTICULTURAL SOCIETY
11-26-2	E	100-42110-153	Police Administrati	Uniform Allowance	\$10.74	THREADS - PATCHES
11-26-2	E	601-49400-321	Water Utilities (GE	Telephone	\$133.50	CENTURY LINK - 1/5 CIRCUIT
11-26-2	E	100-41100-430	Legislative	Miscellaneous (GENERAL	\$628.94	COTW RAEDI STRAT PLANNING
11-26-2	E	100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$340.17	STORKS PLOWS
11-26-2	R	100-43100-3955	Street Maintenanc		-\$17.95	JUL AUG SEP REBATE
11-26-2	E	230-42270-321	Ambulance	Telephone	\$133.50	CENTURY LINK - 1/5 CIRCUIT
11-26-2	E	100-46630-300	Community Dev -	Promotional Expense	\$29.06	ALDI COSTCO HALLOWEEN CANDY
11-26-2	E	100-42110-153	Police Administrati	Uniform Allowance	\$455.00	SCHEELS - UNERARMOUR & COLD GE
11-26-2	R	100-41100-3955	Legislative		-\$3.39	JUL AUG SEP REBATE
11-26-2	R	100-42110-3955	Police Administrati		-\$6.18	JUL AUG SEP REBATE
11-26-2	E	100-42110-208	Police Administrati	Training and Instruction	\$75.00	BCA - SCHMIEDEBERG TRNG
11-26-2	R	100-41940-3955	Municipal Building		-\$0.57	JUL AUG SEP REBATE
11-26-2	E	602-49450-321	Sewer (GENERAL)	Telephone	\$15.80	HBC - TELEPHONE 10/18-12/01
11-26-2	E	602-49450-438	Sewer (GENERAL)	Internet Expenses	\$178.37	HBC - INTERNET 10/18/12/01
11-26-2	E	230-42270-205	Ambulance	Service Incentives/Rewa	\$821.10	CUSTOM TUMBLER - AMB PATCH
11-26-2	E	100-42110-404	Police Administrati	Repairs/Maint Equipment	\$10.00	CRAMERS - CAR WASH
11-26-2	E	100-41500-321	City Clerk	Telephone	\$133.50	CENTURY LINK - 1/5 CIRCUIT
11-26-2	R	100-45124-3955	Swimming Pools -		-\$14.23	JUL AUG SEP REBATE
11-26-2	E	230-42270-208	Ambulance	Training and Instruction	\$240.00	NREMT - RECERT VOUCHERS
11-26-2	E	100-42110-321	Police Administrati	Telephone	\$133.50	CENTURY LINK - 1/5 CIRCUIT
11-26-2	E	100-43100-321	Street Maintenanc	Telephone	\$133.49	CENTURY LINK - 1/5 CIRCUIT
11-26-2	R	100-41500-3955	City Clerk		-\$42.91	JUL AUG SEP REBATE
11-26-2	E	100-41500-208	City Clerk	Training and Instruction	\$15.00	LMC - MEMBER LEARN CONF
11-26-2	E	211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$55.95	ROCKFORD MAP - FC PLAT BOOK
11-26-2	E	211-45500-322	Libraries (GENERA	Postage	\$3.82	USPS
11-26-2	R	602-49450-3955	Sewer (GENERAL)		-\$3.92	JUL AUG SEP REBATE
11-26-2	R	601-49400-3955	Water Utilities (GE		-\$12.45	JUL AUG SEP REBATE
11-26-2	R	211-45500-3955	Libraries (GENERA		-\$1.80	JUL AUG SEP REBATE
11-26-2	R	100-45200-3955	Parks (GENERAL)		-\$7.99	JUL AUG SEP REBATE
11-26-2	E	211-45500-211	Libraries (GENERA	Program Expenses	\$40.69	PUMP CARV WS SUPPLIES
<b>Vendor US BANK ONE CARD</b>					\$3,897.58	
<b>Vendor UTILITY REFUND</b>						
542 BE	R	601-49400-3710	Water Utilities (GE		\$104.56	UTILITY BILL REFUND
<b>Vendor UTILITY REFUND</b>					\$104.56	
<b>Vendor WIT BOYZ INC.</b>						
8636	E	220-42280-404	Fire Department *	Repairs/Maint Equipment	\$97.05	HITCH PIN FITTING
8634	E	220-42280-404	Fire Department *	Repairs/Maint Equipment	\$80.50	REMOTE
<b>Vendor WIT BOYZ INC.</b>					\$177.55	
<b>Vendor WM HANSON WASTE REMOVAL</b>						
30131	E	100-45200-384	Parks (GENERAL)	Refuse/Garbage Disposal	\$141.63	GARBAGE SERVICE - FIRE HALL
30131	E	603-49500-384	Refuse/Garbage (	Refuse/Garbage Disposal	\$1,387.32	GARBAGE SERVICE - FUEL SURCHARG



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	30131	E 603-49500-384	Refuse/Garbage (	Refuse/Garbage Disposal	\$2,110.08	GARBAGE SERVICE - OC ENVIRON FEE
	30131	E 100-41940-384	Municipal Building	Refuse/Garbage Disposal	\$45.15	GARBAGE SERVICE - CITY HALL
	30131	E 603-49500-384	Refuse/Garbage (	Refuse/Garbage Disposal	\$13,003.60	GARBAGE SERVICE - 1,180 P/U @ 11.
	30131	E 602-49450-384	Sewer (GENERAL)	Refuse/Garbage Disposal	\$120.74	GARBAGE SERVICE - WWTP
<b>Vendor WM HANSON WASTE REMOVAL</b>					\$16,808.52	
<b>Vendor ZEP MANUFACTURING</b>						
	900687	E 211-45500-416	Libraries (GENERA	Cleaning Service	\$227.65	TT BOWL SHINE
<b>Vendor ZEP MANUFACTURING</b>					\$227.65	
<b>Vendor ZOLL MEDICAL CORPORATION</b>						
	339743	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$236.98	CPR CONNECTOR THERMAL PAPER
<b>Vendor ZOLL MEDICAL CORPORATION</b>					\$236.98	
Batch Name 2021 12FA01					\$213,795.26	
<b>Vendor AMAZON CAPITAL SERVICES, INC.</b>						
	14Y1-D	E 100-41500-200	City Clerk	Office Supplies (GENERA	\$15.78	CLEANING SUPPLIES THURBER
	1HG9-M	E 801-43100-500	Street Maintenanc	Cap. Outlay-GENERAL	\$613.56	LASER PRO COLOR PRINTER AND TON
	14Y1-D	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$95.65	FINGERTIP PULSE OX
	117G-P	E 100-41500-200	City Clerk	Office Supplies (GENERA	\$9.34	FILE JACKETS
	1J4M-4	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$17.55	HIGH SPEED CABLE
	14Y1-D	E 100-41940-210	Municipal Building	Operating Supplies (GEN	\$164.01	CLEANING SUPPLIES THURBER
<b>Vendor AMAZON CAPITAL SERVICES, INC.</b>					\$915.89	
<b>Vendor ARAMARK</b>						
	256000	E 100-41940-401	Municipal Building	Repairs/Maint Buildings	\$251.24	RUG SERVICE
<b>Vendor ARAMARK</b>					\$251.24	
<b>Vendor BADGER METER</b>						
	800863	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements	\$86.25	1/2 BEACON NETWORK PER UNIT
	800863	E 601-49400-403	Water Utilities (GE	Prev. Maint. Agreements	\$86.25	1/2 BEACON NETWORK PER UNIT
<b>Vendor BADGER METER</b>					\$172.50	
<b>Vendor CENEX FLEET FUELING</b>						
	224889	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$15.67	FIRE UTV
	224889	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$80.05	STREET 1
	224889	E 230-42270-212	Ambulance	Vehicle Operating Suppli	\$283.09	471A
	224889	E 230-42270-212	Ambulance	Vehicle Operating Suppli	\$280.97	471B
	224889	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$191.78	POLICE SQUAD 3
	224889	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	\$82.36	WWTP 2 - IRISH
	224889	E 601-49400-212	Water Utilities (GE	Vehicle Operating Suppli	\$163.64	WATER 1
	224889	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$37.42	FIRE GRASS RIG
	224889	E 100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$119.82	STREET3 50% - DUBORD
	224889	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$29.34	POLICE SQUAD 1-CHIEF
	224889	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$277.39	POLICE SQUAD 2
	224889	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$54.78	FIRE TANKER 6
	224889	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$88.27	FIRE ENGINE 2
	224889	E 100-41500-212	City Clerk	Vehicle Operating Suppli	\$60.21	CITY CAR - CLERK
	224889	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$119.82	STREET3 50% - DUBORD
	224889	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$204.26	STREET 4 - IRISH
<b>Vendor CENEX FLEET FUELING</b>					\$2,088.87	
<b>Vendor CHATFIELD BODY SHOP</b>						
	10343	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$59.75	LUBE,OIL,FILTER CHANGE
<b>Vendor CHATFIELD BODY SHOP</b>					\$59.75	



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<b>Vendor CHATFIELD LUMBER CO</b>						
110963	E	100-45200-404	Parks (GENERAL)	Repairs/Maint Equipment	\$401.95	FOAM CLOSURE METAL SALES
110962	E	100-45200-404	Parks (GENERAL)	Repairs/Maint Equipment	\$5,803.55	PAINTED STEEL AND SUPPLIES(WARM
<b>Vendor CHATFIELD LUMBER CO</b>					\$6,205.50	
<b>Vendor CHATFIELD PARTS HOUSE</b>						
828435	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$28.49	EMBLEM
826722	E	602-49450-210	Sewer (GENERAL)	Operating Supplies (GEN	\$3.49	BOXED MINATURES
827120	E	100-41940-210	Municipal Building	Operating Supplies (GEN	\$49.80	FILTER FURNACE EZII
827120	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$57.99	BLADE GUIDE
827514	E	100-41940-210	Municipal Building	Operating Supplies (GEN	\$16.99	BATTERY ALK 9V
827602	E	100-42110-210	Police Administrati	Operating Supplies (GEN	\$74.23	SILICONE SPR. 22 IN EXACT BEAM
827619	E	100-42110-210	Police Administrati	Operating Supplies (GEN	\$5.00	IC BLADE, 22 IN EXACTFIT BEAM
826722	E	100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$211.99	REMAN ALTERNATOR
829325	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$5.98	FABRIC STAPLES
827833	E	100-43100-240	Street Maintenanc	Small Tools and Minor E	\$179.98	BINDER RACHET
827820	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$26.34	CLEVIS HITCHPIN
828908	E	230-42270-210	Ambulance	Operating Supplies (GEN	\$4.49	PLUG- WIRE
827841	E	230-42270-210	Ambulance	Operating Supplies (GEN	\$102.46	WIPER BLADES
827847	E	100-43100-240	Street Maintenanc	Small Tools and Minor E	\$39.99	18" SNOW DOMINATOR
827861	E	100-43100-240	Street Maintenanc	Small Tools and Minor E	\$25.99	BLOW GUN
828434	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$139.53	LED 2 SYT B U LMP
829999	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$2.99	HEAT SHRINK TUBE
828169	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$87.83	LAMP,LED SYT B U LMP
827819	E	100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$23.98	2.5 GAL DIESEL EXH
827665	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$24.43	DRIVEWAY MARK
828755	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$2.89	MAX-FUSE
830027	E	601-49400-210	Water Utilities (GE	Operating Supplies (GEN	\$23.42	HOSE CLAMP, VALVE
829922	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$27.36	HEAT SHRINK TUBE, PRIMARY WIRE
<b>Vendor CHATFIELD PARTS HOUSE</b>					\$1,165.64	
<b>Vendor CITY OF CHATFIELD</b>						
11/20/2	E	602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$171.27	10-00000031-00-3 WWTP
11/20/2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$64.31	10-00000071-005 TOURIST CENTER
11/20/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$64.31	10-00000081-008 CITY SHOP
11/20/2	E	220-42280-380	Fire Department *	Utility Services (GENERA	\$76.02	10-00000051-009 FIRE HALL
11/20/2	E	211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$64.31	10-00000011-007PUBLIC LIBRARY
11/20/2	E	100-41940-380	Municipal Building	Utility Services (GENERA	\$322.43	10-00000001-00-4 THURBER BLDG GA
11/20/2	E	100-45124-380	Swimming Pools -	Utility Services (GENERA	\$64.31	10-00000121-007 POOL
<b>Vendor CITY OF CHATFIELD</b>					\$826.96	
<b>Vendor CONSTRUCTION MANAGEMENT SERVIC</b>						
11/30/2	E	100-42400-441	Building Inspectio	Plan Review	\$396.48	PLAN REVIEW
11/30/2	E	100-42400-440	Building Inspectio	Building Inspections	\$1,149.47	INSPECTIONS
<b>Vendor CONSTRUCTION MANAGEMENT SERVIC</b>					\$1,545.95	
<b>Vendor EO JOHNSON, BUSINESS TECH.</b>						
105009	E	602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment	\$37.73	#56246 NETWORK L9124 MP C4503
105009	E	100-41500-404	City Clerk	Repairs/Maint Equipment	\$78.89	#56246 NETWORK L9124 MP C4503
105009	E	100-42110-404	Police Administrati	Repairs/Maint Equipment	\$37.73	#56246 NETWORK L9124 MP C4503
105009	E	230-42270-404	Ambulance	Repairs/Maint Equipment	\$72.03	#56246 NETWORK L9124 MP C4503
104644	E	100-42110-404	Police Administrati	Repairs/Maint Equipment	\$5.39	#46719-01 POLICE L7545
105009	E	603-49500-404	Refuse/Garbage (	Repairs/Maint Equipment	\$37.73	#56246 NETWORK L9124 MP C4503
104644	E	240-46500-404	Economic Dev (GE	Repairs/Maint Equipment	\$11.24	#56246 NETWORK L9124 MP C4503



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	105008	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$40.00	#46719-01 POLICE L7545
	105009	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$37.73	#56246 NETWORK L9124 MP C4503
	104644	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$20.60	#56246 NETWORK L9124 MP C4503
	104644	E 100-41910-404	Planning and Zoni	Repairs/Maint Equipment	\$11.24	#56246 NETWORK L9124 MP C4503
	105009	E 100-41910-404	Planning and Zoni	Repairs/Maint Equipment	\$20.58	#56246 NETWORK L9124 MP C4503
	104644	E 603-49500-404	Refuse/Garbage (	Repairs/Maint Equipment	\$20.60	#56246 NETWORK L9124 MP C4503
	104644	E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment	\$20.60	#56246 NETWORK L9124 MP C4503
	105009	E 240-46500-404	Economic Dev (GE	Repairs/Maint Equipment	\$20.58	#56246 NETWORK L9124 MP C4503
	104644	E 230-42270-404	Ambulance	Repairs/Maint Equipment	\$39.33	#56246 NETWORK L9124 MP C4503
	104644	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$20.60	#56246 NETWORK L9124 MP C4503
	104644	E 100-41500-404	City Clerk	Repairs/Maint Equipment	\$43.08	#56246 NETWORK L9124 MP C4503
<b>Vendor EO JOHNSON, BUSINESS TECH.</b>					<u>\$575.68</u>	
<b>Vendor FILLMORE COUNTY JOURNAL</b>						
	130583	E 100-41910-350	Planning and Zoni	Print/Binding (GENERAL)	\$12.06	P&Z MTG PH NOTICE PLATS
	130624	E 100-41500-350	City Clerk	Print/Binding (GENERAL)	\$22.90	CLERK - COUNCIL MIN, ORD, SUM BU
	130625	E 100-41500-350	City Clerk	Print/Binding (GENERAL)	\$22.90	CLERK - COUNCIL MIN, ORD, SUM BU
	130558	E 100-41500-350	City Clerk	Print/Binding (GENERAL)	\$90.00	CLERK - COUNCIL MIN, ORD, SUM BU
	130579	E 100-41500-350	City Clerk	Print/Binding (GENERAL)	\$1,013.04	CLERK - COUNCIL MIN, ORD, SUM BU
	130114	E 100-41500-350	City Clerk	Print/Binding (GENERAL)	\$12.06	CLERK - COUNCIL MIN, ORD, SUM BU
<b>Vendor FILLMORE COUNTY JOURNAL</b>					<u>\$1,172.96</u>	
<b>Vendor FREDERICK S. SUHLER, ATTY</b>						
	12/03/2	E 100-41100-304	Legislative	Legal Fees	\$500.00	MONTHLY RETAINER
<b>Vendor FREDERICK S. SUHLER, ATTY</b>					<u>\$500.00</u>	
<b>Vendor GOPHER STATE ONE CALL</b>						
	111028	E 601-49400-310	Water Utilities (GE	Other Professional Servic	\$58.05	ACCOUNT #MN00240
<b>Vendor GOPHER STATE ONE CALL</b>					<u>\$58.05</u>	
<b>Vendor H&amp;L MESABI</b>						
	09103	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$506.00	FLAME HARDENED BLADE
	09065	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$3,118.50	JOMA Blade,clamp bar,runner
<b>Vendor H&amp;L MESABI</b>					<u>\$3,624.50</u>	
<b>Vendor HAWKINS, INC.</b>						
	606922	E 601-49400-210	Water Utilities (GE	Operating Supplies (GEN	\$10.00	WATER SUPPLY CHEMICALS
<b>Vendor HAWKINS, INC.</b>					<u>\$10.00</u>	
<b>Vendor HENRY SCHEIN, INC.</b>						
	132169	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$2,378.79	EPI PENS, GLUCAGON KIT, STETHOSC
<b>Vendor HENRY SCHEIN, INC.</b>					<u>\$2,378.79</u>	
<b>Vendor HUNTINGTON ELECTRIC LLC</b>						
	6062	E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment	\$102.27	POWER TO GATEWAY COLLECTOR
	6062	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$402.65	LED 8089M40-G5
	6062	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$102.27	POWER TO GATEWAY COLLECTOR
<b>Vendor HUNTINGTON ELECTRIC LLC</b>					<u>\$607.19</u>	
<b>Vendor LINDE</b>						
	675610	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$135.08	HIGH PRESSURE
<b>Vendor LINDE</b>					<u>\$135.08</u>	
<b>Vendor MANAHAN MACHINE SHOP</b>						
	75345	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$12.70	HINGE MATERIAL, SAWING
<b>Vendor MANAHAN MACHINE SHOP</b>					<u>\$12.70</u>	







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12/01/2	E	100-41500-322	City Clerk	Postage	\$39.00	LATE FEE(FOR POSTAGE MACHINE )
<b>Vendor QUADIENT - FOLDING MACHINE</b>					\$39.00	
<b>Vendor SEMA</b>						
159176	E	100-45200-404	Parks (GENERAL)	Repairs/Maint Equipment	\$1,216.86	LABOR FOR JOHN DEERE 1600
159017	E	100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$114.50	FILTER ELEME,OIL FILTER
<b>Vendor SEMA</b>					\$1,331.36	
<b>Vendor SUNSHINE FOODS</b>						
001014	E	230-42270-208	Ambulance	Training and Instruction	\$29.86	COOKIES ,WATER
<b>Vendor SUNSHINE FOODS</b>					\$29.86	
<b>Vendor UC LABORATORY</b>						
110818	E	602-49450-217	Sewer (GENERAL)	Testing	\$565.12	WWTP LABS
<b>Vendor UC LABORATORY</b>					\$565.12	
Batch Name 2021 12FA01U					\$35,510.44	
					\$249,305.70	

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<b>Vendor AMAZON CAPITAL SERVICES, INC.</b>						
055687	1XRJ-P	E 231-42270-580	Ambulance	Cap. Outlay-Other Equip	\$2,095.00	CHAIRS
<b>Vendor AMAZON CAPITAL SERVICES, INC.</b>					\$2,095.00	
<b>Vendor JOY RIDGE</b>						
055637	00001	E 100-46630-300	Community Dev -	Promotional Expense	\$800.00	2021 GALA SPACE RENTAL & SERVICE
<b>Vendor JOY RIDGE</b>					\$800.00	
<b>Vendor KWIK TRIP</b>						
111729	102345	E 211-45500-211	Libraries (GENERA	Program Expenses	\$2,565.00	SCRIP CARDS
<b>Vendor KWIK TRIP</b>					\$2,565.00	
<b>Vendor LYNDA KARVER</b>						
055688	OCT 20	E 614-49840-302	Cable TV (GENER	Contracted Help	\$750.00	1/2 NOV & 1/2 DEC COUNCIL & SCHO
<b>Vendor LYNDA KARVER</b>					\$750.00	
<b>Vendor THE SILVER GRILLE</b>						
055690	438	E 100-46630-300	Community Dev -	Promotional Expense	\$919.25	2021 EDA GALA
<b>Vendor THE SILVER GRILLE</b>					\$919.25	
Batch Name 2021 11ADM03					\$7,129.25	
					\$7,129.25	

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<b>Vendor AFLAC</b>							
	111720	066143	G 910-21713			\$21.58	ACCT #A8980 ACC - SCHMIEDEBERG
		066143	G 910-21712			\$82.94	ACCT #A8980 CANCER - BURKHOLDE
		066143	G 910-21718			\$54.47	ACCT #A8980 SPEVNT - BURKHOLDER
		066143	G 910-21713			\$21.58	ACCT #A8980 ACC - CARLSON
		066143	G 910-21724			\$52.00	ACCT #A8980 STD - CARLSON
		066143	G 910-21715			\$56.29	ACCT #A8980 HOSPITAL INS B CARLS
		066143	G 910-21724			\$51.48	ACCT #A8980 DISABILITY - K COE
		066143	G 910-21712			\$36.14	ACCT #A8980 CANCER INS K COE
		066143	G 910-21713			\$40.04	ACCT #A8980 ACC - M ERICKSON
		066143	G 910-21715			\$17.20	ACCT #A8980 HOSPITAL INS M ERICS
		066143	G 910-21724			\$47.84	ACCT #A8980 STD - KEIGLEY
		066143	G 910-21724			\$43.68	ACCT #A8980 STD - LANDORF
		066143	G 910-21724			\$49.14	ACCT #A8980 STD - SCHMIEDEBERG
		066143	G 910-21713			\$28.08	ACCT #A8980 ACC - LANDORF
<b>Vendor AFLAC</b>						\$602.46	
<b>Vendor CHATFIELD PUBLIC LIBRARY</b>							
	111721	11/24/2	G 910-21728			\$175.00	SCRIP GAS CARDS
		11/24/2	R 211-45500-3620	Libraries (GENERA		-\$175.00	SCRIP GAS CARDS
<b>Vendor CHATFIELD PUBLIC LIBRARY</b>						\$0.00	
<b>Vendor DELTA DENTAL</b>							
	111722	CNS000	G 910-21711			\$108.48	KEIGLEY - FAMILY
		CNS000	G 910-21711			\$108.48	PRIEBE - FAMILY
		CNS000	G 910-21711			\$32.74	IRISH - EE
		CNS000	G 910-21711			\$32.74	HYKE - EE
		CNS000	G 910-21711			\$108.48	ERICKSON - FAMILY
		CNS000	G 910-21711			\$32.74	COE - EE
		CNS000	G 910-21711			\$108.48	SCHLICHTER - FAMILY
<b>Vendor DELTA DENTAL</b>						\$532.14	
<b>Vendor EFTPS</b>							
	111723	339379	G 910-21701			\$4,313.95	FEDERAL WH - STAFF
		339379	G 910-21709			\$1,588.94	MEDICARE WH - STAFF
		339379	G 910-21703			\$5,060.62	SOC SEC WH - STAFF
<b>Vendor EFTPS</b>						\$10,963.51	
<b>Vendor EMPOWER</b>							
	111724	949517	G 910-21719			\$255.70	INVEST - DUBORD
		949517	G 910-21719			\$125.00	INVEST - SCHLICHTER
		949517	G 910-21719			\$113.28	INVEST - IRISH
		949517	G 910-21719			\$76.54	INVEST - PRIEBE
		949517	G 910-21719			\$50.00	INVEST - HYKE
		949517	G 910-21719			\$25.00	INVEST - WANGEN
		949517	G 910-21719			\$128.95	INVEST - BURKHOLDER
		949517	G 910-21719			\$72.24	INVEST - CARLSON
<b>Vendor EMPOWER</b>						\$846.71	
<b>Vendor MN DEPART. OF REV./WH TAX</b>							
	111725	1-413-4	G 910-21702			\$2,111.76	STATE TAX WH - STAFF
<b>Vendor MN DEPART. OF REV./WH TAX</b>						\$2,111.76	
<b>Vendor NCPERS GROUP LIFE INSURANCE</b>							
	122021		G 910-21707			\$16.00	LIFE INSURANCE - COE



# City of Chatfield

## Batch Listing - Unposted Summary

Current Period: November 2021

2021 11FPR02

11/23/21 1:18 PM

Page 2

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
122021		G 910-21707			\$16.00	LIFE INSURANCE - YOUNG
122021		G 910-21707			\$16.00	LIFE INSURANCE - MILIANDER
122021		G 910-21707			\$16.00	LIFE INSURANCE - IRISH
122021		G 910-21707			\$16.00	LIFE INSURANCE - CARLSON
<b>Vendor NCPERS GROUP LIFE INSURANCE</b>					<u>\$80.00</u>	
<b>Vendor PERA</b>						
111726	SOMPE	G 910-21705			\$4,471.16	PERA - POLICE
	SOMPE	G 910-21704			<u>\$4,708.28</u>	PERA - CITY COORDINATED
<b>Vendor PERA</b>					<u>\$9,179.44</u>	
<b>Vendor SUN LIFE ASSURANCE COMPANY</b>						
111727	660136	G 910-21720			\$2.56	INSURANCE - MILIANDER
	660136	G 910-21720			\$2.56	INSURANCE - DUBORD
	660136	G 910-21720			\$37.03	INSURANCE - COE
	660136	G 910-21720			\$2.56	INSURANCE - CARLSON
	660136	G 910-21720			\$12.39	INSURANCE - BURNETT
	660136	G 910-21720			\$2.56	INSURANCE - BURKHOLDER
	660136	G 910-21720			\$2.56	INSURANCE - ERICKSON
	660136	G 910-21720			\$2.56	INSURANCE - IRISH
	660136	G 910-21720			\$4.67	INSURANCE - FOX
	660136	G 910-21720			\$2.56	INSURANCE - SCHMIEDEBERG
	660136	G 910-21720			\$8.80	INSURANCE - HYKE
	660136	G 910-21720			\$2.56	INSURANCE - PRIEBE
	660136	G 910-21720			\$2.56	INSURANCE - LANDORF
	660136	G 910-21720			\$298.76	INSURANCE - YOUNG
	660136	G 910-21720			\$2.56	INSURANCE - SCHLICHTER S
	660136	G 910-21720			<u>\$7.59</u>	INSURANCE - SCHLICHTER D
<b>Vendor SUN LIFE ASSURANCE COMPANY</b>					<u>\$394.84</u>	
<b>Vendor TASC</b>						
111728	11/24/2	G 910-21714			<u>\$114.58</u>	FSA - EmpE - SCHMIEDEBERG
<b>Vendor TASC</b>					<u>\$114.58</u>	
Batch Name 2021 11FPR02					<u>\$24,825.44</u>	
					<u>\$24,825.44</u>	

([BatchID] in (16734))



# City of Chatfield

## Batch Listing - Unposted Summary

Current Period: November 2021

2021 11UTIL

11/29/21 1:04 PM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>Vendor TASC</b>						
111730	IN2222	E 100-41500-310	City Clerk	Other Professional Servic	\$15.00	COBRA - ADMINISTRATION FEE
<b>Vendor TASC</b>					\$15.00	
<b>Vendor UNITED STATES POSTAL SERVICE</b>						
055691	459377	E 603-49500-322	Refuse/Garbage (	Postage	\$86.41	UTILITY BILL POSTAGE ALLOCATION
	459377	E 602-49450-322	Sewer (GENERAL)	Postage	\$312.75	UTILITY BILL POSTAGE ALLOCATION
	459377	E 601-49400-322	Water Utilities (GE	Postage	\$96.32	UTILITY BILL POSTAGE ALLOCATION
<b>Vendor UNITED STATES POSTAL SERVICE</b>					\$495.48	
Batch Name 2021 11UTIL					\$510.48	
					\$510.48	

([BatchID] in (16745))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: December 2021

2021 12ADM01

12/07/21 11:15 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>Vendor MN REVENUE</b>						
111732	0-714-3	E 603-49500-436	Refuse/Garbage (	Sales Tax	\$1,033.00	7316521 GARBAGE TAX
	0-714-3	E 601-49400-437	Water Utilities (GE	Sales Tax - Purchases	\$69.00	7316521 WTR TWR LEASE SALES
<b>Vendor MN REVENUE</b>					\$1,102.00	
<b>Vendor REVTRAK JETPAY</b>						
111733	NOV 20	E 100-42400-323	Building Inspectio	Administration Expense	\$5.76	ADMIN FEE ALLOC
	NOV 20	E 603-49500-323	Refuse/Garbage (	Administration Expense	\$202.11	ADMIN FEE ALLOC 17.45%
	NOV 20	E 602-49450-323	Sewer (GENERAL)	Administration Expense	\$731.47	ADMIN FEE ALLOC 63.12%
	NOV 20	E 601-49400-323	Water Utilities (GE	Administration Expense	\$225.28	ADMIN FEE ALLOC 19.44%
<b>Vendor REVTRAK JETPAY</b>					\$1,164.62	
Batch Name 2021 12ADM01					\$2,266.62	
					\$2,266.62	

([BatchID] in (16772))



# City of Chatfield

## Batch Listing - Unposted Summary

Current Period: November 2021

2021 12TIF

12/07/21 11:17 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>Vendor CABIN COFFEE</b>						
11/30/2	E 359-46619-324	Cabin Coffee TIF	Reimbursement		\$3,263.28	90% PAYOUT OF OC SETTLEMENT
<b>Vendor CABIN COFFEE</b>					\$3,263.28	
<b>Vendor CHATFIELD EDA</b>						
	E 359-46619-323	Cabin Coffee TIF	Administration Expense		\$362.59	TIF 2-6/CABIN COFFEE 10% MAX
	E 357-46617-323	E-Z FAB TIF	Administration Expense		\$734.55	TIF 3-4/EZ FAB 10% MAX
<b>Vendor CHATFIELD EDA</b>					\$1,097.14	
<b>Vendor EZ FABRICATING, INC.</b>						
DEC 20	E 357-46617-324	E-Z FAB TIF	Reimbursement		\$6,610.92	90% of 7,345.47
<b>Vendor EZ FABRICATING, INC.</b>					\$6,610.92	
<b>Vendor LONE STONE, LLC</b>						
DEC 20	E 354-46616-324	Lone Stone TIF	Reimbursement		\$63,158.98	90% PAYOUT OF FC SETTLEMENT
<b>Vendor LONE STONE, LLC</b>					\$63,158.98	
Batch Name 2021 12TIF					\$74,130.32	
					\$74,130.32	

([BatchID] in (16756))

# LEAGUE OF MINNESOTA CITIES INSURANCE TRUST

## LIABILITY COVERAGE – WAIVER FORM

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- o *If the city does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
- o *If the city waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$1,500,000. on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,500,000., regardless of the number of claimants.
- o *If the city waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. **Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage.** For further information, contact LMCIT. You may also wish to discuss these issues with your city attorney.

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City of Chatfield accepts liability coverage limits of \$ 2,000,000 from the League of Minnesota Cities Insurance Trust (LMCIT).

**Check one:**

- ☒ The city **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
- ☐ The city **WAIVES** the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council meeting \_\_\_\_\_

Signature/Date \_\_\_\_\_ Position \_\_\_\_\_

*Return this completed form to LMCIT, 145 University Ave. W., St. Paul, MN. 55103-2044*

2022 CONTRACT FOR SERVICES  
PRESERVATION PLANNER

SCOPE OF SERVICES

Robert C. Vogel, doing business as Pathfinder CRM, LLC, agrees to provide the following professional services to the City of Chatfield:

- A. Serve as the City's Preservation Planner.
- B. Staff the Heritage Preservation Commission and provide City officials with technical advice in all matters relating to heritage preservation, including preservation planning, identification and evaluation of heritage resources, heritage landmark nominations, design review and compliance, and public education.
- C. Prepare applications for grants for heritage preservation projects as directed by the City Clerk.
- D. Provide information, education, and training in preservation to City officials, property owners, and the general public.
- E. Serve as the HPC's liaison with the Advisory Committee of the Chatfield Center for the Arts.
- F. Review development projects and applications for Certificates of Appropriateness in relation to Heritage Landmark properties.
- G. Perform such other tasks as directed by the City Clerk.

COMPENSATION

For the services described above in paragraphs A through F, Pathfinder CRM will be paid a fee of thirteen thousand dollars (\$13,000), to be paid in quarterly installments of three thousand two hundred and fifty dollars (\$3250) due on the first of January, the first of April, the first of July, and the first of October, 2022.

Pathfinder CRM agrees to invoice the City at the rate of ninety-five dollars (\$95) per hour, plus direct expenses, for all work performed under paragraph G.

This contract for services shall be in effect from January 1 until December 31, 2022.

PATHFINDER CRM, LLC

THE CITY OF CHATFIELD

---

Robert C. Vogel, Principal

## CONTRACT FOR CONSULTING SERVICES Chatfield Cable Television Seasonal Event Coordinator

This agreement, made this 1 day of December, 2021, between the City of Chatfield, a Minnesota municipal corporation, (hereinafter "City") and Rich Smith (hereinafter "Consultant"), witnesseth that:

Wrestling Booster Club

1. This consultant will serve as the primary individual responsible for coordinating the volunteers and activities necessary to film and broadcast Chatfield Public Schools Football (Volleyball / Boys Basketball / Girls Basketball / Wrestling / Cross Country and Track and Golf / Softball / Baseball / Music and Drama / Community Concerts and Parades and Events / City Council & School Board Meetings) during the 2021 - 2022 school year.

This position works closely with the Cable Television Administrator.

2. The primary duties include but are not limited to:
  - a. Recruit and coordinate volunteers for all events during the respective sport or season.
  - b. Volunteer to set up, tear down and return equipment for each event, or recruit a volunteer to do so if you are unavailable.
  - c. Manage the operation of each event, insert the sd card int CCTV computer for the technical coordinator to process the footage.
3. Compensation for these services will be \$1500.00 per season, payable in two equal installments. The first payment will be made approximately 15 days after the end of the first month of the season and the second payment will be made approximately 15 days after the second month of the season.
4. Consultant shall not receive any reimbursement from the City for any travel expenses or meals while performing any duties required by this agreement unless approved in advance by the Cable Television Access Board.
5. Consultant, during the period this agreement, shall be considered an independent contractor and not an employee of the City of Chatfield. The consultant is required to maintain motor vehicle insurance throughout the duration of the contract.
6. Either party may terminate this agreement during its term for any reason upon the giving of 30 days prior written notice to the other. In the event the City terminates the agreement before the end of the term set forth, Consultant shall not be entitled to any payment for a period in which services are not performed. Otherwise, this agreement shall terminate on end of 2021-2022 wrestling season

Agreed to between the parties hereto, the day and month set forth above.

\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Contractor

Chatfield Wrestling Booster Club



## CONTRACT FOR CONSULTING SERVICES Chatfield Cable Television Seasonal Event Coordinator

This agreement, made this 7th day of December, 2021, between the City of Chatfield, a Minnesota municipal corporation, (hereinafter "City") and First Network Systems LLC, (hereinafter "Consultant"), witnesseth that:

1. This consultant will serve as the primary individual responsible for coordinating the volunteers and activities necessary to film and broadcast Chatfield Public Schools Football (Volleyball / Boys Basketball / Girls Basketball / Wrestling / Cross Country and Track and Golf / Softball / Baseball / Music and Drama / Community Concerts and Parades and Events / City Council & School Board Meetings) during the 2021 - 2022 school year.

This position works closely with the Cable Television Administrator.

2. The primary duties include but are not limited to:
  - a. Recruit and coordinate volunteers for all events during the respective sport or season.
  - b. Volunteer to set up, tear down and return equipment for each event, or recruit a volunteer to do so if you are unavailable.
  - c. Manage the operation of each event, insert the sd card int CCTV computer for the technical coordinator to process the footage.
3. Compensation for these services will be \$1500.00 per season, payable in two equal installments. The first payment will be made approximately 15 days after the end of the first month of the season and the second payment will be made approximately 15 days after the second month of the season.
4. Consultant shall not receive any reimbursement from the City for any travel expenses or meals while performing any duties required by this agreement unless approved in advance by the Cable Television Access Board.
5. Consultant, during the period this agreement, shall be considered an independent contractor and not an employee of the City of Chatfield. The consultant is required to maintain motor vehicle insurance throughout the duration of the contract.
6. Either party may terminate this agreement during its term for any reason upon the giving of 30 days prior written notice to the other. In the event the City terminates the agreement before the end of the term set forth, Consultant shall not be entitled to any payment for a period in which services are not performed. Otherwise, this agreement shall terminate on March 30, 2022.

Agreed to between the parties hereto, the day and month set forth above.

\_\_\_\_\_  
Mayor

\_\_\_\_ Damon Lueck (First Network Systems LLC)  
Contractor

## CONTRACT FOR CONSULTING SERVICES Chatfield Cable Television Seasonal Event Coordinator

This agreement, made this 7 day of December, 2021, between the City of Chatfield, a Minnesota municipal corporation, (hereinafter "City") and Andy O'Connor, (hereinafter "Consultant"), witnesseth that:

1. This consultant will serve as the primary individual responsible for coordinating the volunteers and activities necessary to film and broadcast Chatfield Public Schools Football / (Volleyball / Boys Basketball / Girls Basketball / Wrestling / Cross Country and Track and Golf / Softball / Baseball / Music and Drama / Community Concerts and Parades and Events / City Council & School Board Meetings) during the 2021 - 2022 school year.

This position works closely with the Cable Television Administrator.

2. The primary duties include but are not limited to:
  - a. Recruit and coordinate volunteers for all events during the respective sport or season.
  - b. Volunteer to set up, tear down and return equipment for each event, or recruit a volunteer to do so if you are unavailable.
  - c. Manage the operation of each event, insert the sd card int CCTV computer for the technical coordinator to process the footage.
3. Compensation for these services will be \$1500.00 per season, payable in two equal installments. The first payment will be made approximately 15 days after the end of the first month of the season and the second payment will be made approximately 15 days after the second month of the season.
4. Consultant shall not receive any reimbursement from the City for any travel expenses or meals while performing any duties required by this agreement unless approved in advance by the Cable Television Access Board.
5. Consultant, during the period this agreement, shall be considered an independent contractor and not an employee of the City of Chatfield. The consultant is required to maintain motor vehicle insurance throughout the duration of the contract.
6. Either party may terminate this agreement during its term for any reason upon the giving of 30 days prior written notice to the other. In the event the City terminates the agreement before the end of the term set forth, Consultant shall not be entitled to any payment for a period in which services are not performed. Otherwise, this agreement shall terminate on \_\_\_\_\_.

Agreed to between the parties hereto, the day and month set forth above.

\_\_\_\_\_  
Mayor

Andrew O'Connor  
\_\_\_\_\_  
Contractor

## CONTRACT FOR CONSULTING SERVICES Chatfield Cable Television Seasonal Event Coordinator

This agreement, made this 7 day of December, 2021, between the City of Chatfield, a Minnesota municipal corporation, (hereinafter "City") and Andy O'Connor \_\_\_\_\_, (hereinafter "Consultant"), witnesseth that:

1. This consultant will serve as the primary individual responsible for coordinating the volunteers and activities necessary to film and broadcast Chatfield Public Schools Football (Volleyball / Boys Basketball / Girls Basketball / Wrestling / Cross Country and Track and Golf / Softball / Baseball / Music and Drama / Community Concerts and Parades and Events / City Council & School Board Meetings) during the 2021 - 2022 school year.

This position works closely with the Cable Television Administrator.

2. The primary duties include but are not limited to:
  - a. Recruit and coordinate volunteers for all events during the respective sport or season.
  - b. Volunteer to set up, tear down and return equipment for each event, or recruit a volunteer to do so if you are unavailable.
  - c. Manage the operation of each event, insert the sd card int CCTV computer for the technical coordinator to process the footage.
3. Compensation for these services will be \$1500.00 per season, payable in two equal installments. The first payment will be made approximately 15 days after the end of the first month of the season and the second payment will be made approximately 15 days after the second month of the season.
4. Consultant shall not receive any reimbursement from the City for any travel expenses or meals while performing any duties required by this agreement unless approved in advance by the Cable Television Access Board.
5. Consultant, during the period this agreement, shall be considered an independent contractor and not an employee of the City of Chatfield. The consultant is required to maintain motor vehicle insurance throughout the duration of the contract.
6. Either party may terminate this agreement during its term for any reason upon the giving of 30 days prior written notice to the other. In the event the City terminates the agreement before the end of the term set forth, Consultant shall not be entitled to any payment for a period in which services are not performed. Otherwise, this agreement shall terminate on \_\_\_\_\_.

Agreed to between the parties hereto, the day and month set forth above.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
*Andrew O'Connor*  
Contractor

**City of Chatfield, Minnesota**

**APPLICATION FOR APPOINTMENT TO ADVISORY BOARDS AND COMMISSIONS**

Name: Jeremy Aug Date: 11/29/21

Address: 527 Bennett St NE Email Address: jaug@tuohyfurniture.com

Telephone: (507)951-3272

1. Which board/commission are you applying to join?

	Board or Commission	Current Meeting Schedule
Yes No	Cable Television Access Board	2nd Wednesday of the month, at 7:00 a.m.
Yes No	City Charter Commission	Meets upon call of the Chair
Yes No	Center for the Arts Advisory Committee	2 <sup>nd</sup> Thursday of the month, at 5:00 p.m.
Yes No	Economic Development Authority	4 <sup>th</sup> Monday of the month, at 4:30 p.m.
Yes No	Heritage Preservation Commission	4 <sup>th</sup> Tuesday of odd-numbered month, at 7:00 p.m.
Yes No	Library Board of Trustees	1st Thursday of the month, at 7:00 p.m.
Yes No	Planning & Zoning Commission	1 <sup>st</sup> Monday of the month, at 7:00 p.m.

2. Why do you wish to serve on this board/commission?

I served on the Preston City council years ago. I am an empty nester now and would like to get involved again.

3. Please describe any previous experience you have, which has prepared you to serve on this board/commission.

Preston City Council – 2003-2005

4. Are you generally available when this board/commission meets?

Yes

5. How have you been involved in the Chatfield community?

6.

We have lived in Chatfield for the last 9 years. Our family has been mostly involved in school activities.

7. Please describe any relevant information you would like us to know.



**A RESOLUTION ACCEPTING A DONATION TO THE CITY.**

**WHEREAS**, the City of Chatfield is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Chatfield Firefighters Activity Association</u>	<u>\$1,000</u>
--	----------------

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

To be used for the Bandshell Construction, (requested from the Brass Band)

**WHEREAS**, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donations offered.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATFIELD, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Chatfield, Minnesota this 13<sup>th</sup> day of December, 2021.

---

Mayor

Attested:

---

City Clerk



## LG555 Government Approval or Acknowledgment For Use of Gambling Funds

Keep this completed form attached to the Schedule C in your organization's records.  
You do not need to submit this form to the Gambling Control Board or the Department of Revenue.

## Organization and Expenditure Information (attach additional sheets if necessary)

Organization name Chatfield Firefighters Activity Assn Inc License number 03377  
Address 21 Second St SE, Chatfield, MN 55923

1. \$ 1000 Amount of proposed lawful purpose expenditure

2. Check one expenditure category.

- ☒ **A. Contribution to a unit of government** - United States, state of Minnesota, or any of its subdivisions, agencies, or instrumentalities. NOTE: A contribution may not be made directly to a law enforcement or prosecutorial agency, such as a police department, county sheriff, or county attorney.
- ☐ **B. Wildlife management project or activity** that benefits the public at large, with approval by the DNR
- ☐ **C. Grooming and maintaining snowmobile or all-terrain vehicle trails** established under Minnesota Statute 84.83 and 84.927, including purchase or lease of equipment, with approval by DNR. All trails must be open to public use.
- ☐ **D. Supplies and materials for safety training and educational programs** coordinated by the DNR, including the Enforcement Division.
- ☐ **E. Citizen monitoring of surface water quality testing** for public waters by individuals or nongovernmental organizations, with Minnesota Pollution Control Agency (MPCA) guidance on monitoring procedures, quality assurance protocols, and data management, providing that data is submitted to the PCA.

3. Describe the proposed expenditure, including vendors.

Band Shell Construction Donation request from Brass Band

- **NO FINANCIAL OR OTHER BENEFIT:** I affirm that the contribution or expenditure does not result in any monetary, economic, financial, or material benefit to our organization. In compliance with Minnesota Rules 7861.0320, Subpart 17C.
- **FORDNR-RELATED PROJECTS:** I affirm that when lawful gambling funds are used for grooming and maintaining snowmobile or all-terrain vehicle trails or for any wildlife management project for which reimbursement is received from a unit of government, the reimbursement funds must be deposited in our lawful gambling account and recorded on the Schedule C report.
- **FORSURFACEWATER QUALITY TESTING:** I affirm that MPCA guidance has been consulted in developing the monitoring plan and that the data collected will be submitted to the MPCA. Send form for signature to: Manager, Water Monitoring Section, Minnesota Pollution Control Agency, 520 Lafayette Road North, St. Paul, MN 55155. Website is www.pca.state.mn.us.

[Signature]  
Chief executive officer's signature

608-343-7280  
Daytime phone number

11 / 15 / 21  
Date

Print name PAT Anderson

## Government Approval/Acknowledgment

Check one. By signature below, the representative of the unit of government:

- ☐ **Government** - acknowledges the contribution which will not be used for a pension or retirement fund.
- ☐ **Wildlife DNR** - approves the wildlife management project or activity.
- ☐ **Trails DNR** - approves the grooming/maintaining of snowmobile and/or all-terrain vehicle trails.
- ☐ **Safety training DNR** - approves the supplies/materials for DNR safety training and educational programs.
- ☐ **Water quality testing** - MPCA approves the surface water quality testing project.

Unit of Government City of Chatfield  
Address 21 2nd St SE City Chatfield

Phone number 507 867 4446  
State MN Zip 55923

Print Name Beth M Carlson Title Deputy City Clerk

Signature [Signature] Date 11 / 30 / 2021

Questions? Contact the Gambling Control Board at 651-539-1900. This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form will become public information, when requested by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

**A RESOLUTION ACCEPTING A DONATION TO THE CITY.**

**WHEREAS**, the City of Chatfield is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Chatfield Firefighters Activity Association</u>	<u>\$25,000</u>
--	-----------------

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

To be used for Fire Truck/Equipment needs

**WHEREAS**, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donations offered.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATFIELD, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Chatfield, Minnesota this 13<sup>th</sup> day of December, 2021.

---

Mayor

Attested:

---

City Clerk



## LG555 Government Approval or Acknowledgment For Use of Gambling Funds

Keep this completed form attached to the Schedule C in your organization's records.  
You do not need to submit this form to the Gambling Control Board or the Department of Revenue.

## Organization and Expenditure Information (attach additional sheets if necessary)

Organization name Chatfield Firefighters Activity Assn Inc License number 03377  
Address 21 Second St SE, Chatfield, MN 55923

1. \$ 25,000 Amount of proposed lawful purpose expenditure  
2. Check one expenditure category.

- ☒ **A. Contribution to a unit of government** - United States, state of Minnesota, or any of its subdivisions, agencies, or instrumentalities. NOTE: A contribution may not be made directly to a law enforcement or prosecutorial agency, such as a police department, county sheriff, or county attorney.
- ☐ **B. Wildlife management project or activity** that benefits the public at large, with approval by the DNR
- ☐ **C. Grooming and maintaining snowmobile or all-terrain vehicle trails** established under Minnesota Statute 84.83 and 84.927, including purchase or lease of equipment, with approval by DNR. All trails must be open to public use.
- ☐ **D. Supplies and materials for safety training and educational programs** coordinated by the DNR, including the Enforcement Division.
- ☐ **E. Citizen monitoring of surface water quality testing** for public waters by individuals or nongovernmental organizations, with Minnesota Pollution Control Agency (MPCA) guidance on monitoring procedures, quality assurance protocols, and data management, providing that data is submitted to the PCA.

3. Describe the proposed expenditure, including vendors.

- **NO FINANCIAL OR OTHER BENEFIT:** I affirm that the contribution or expenditure does not result in any monetary, economic, financial, or material benefit to our organization. In compliance with Minnesota Rules 7881.0320, Subpart 17C.
- **FOR DNR-RELATED PROJECTS:** I affirm that when lawful gambling funds are used for grooming and maintaining snowmobile or all-terrain vehicle trails or for any wildlife management project for which reimbursement is received from a unit of government, the reimbursement funds must be deposited in our lawful gambling account and recorded on the Schedule C report.
- **FOR SURFACE WATER QUALITY TESTING:** I affirm that MPCA guidance has been consulted in developing the monitoring plan and that the data collected will be submitted to the MPCA. Send form for signature to: Manager, Water Monitoring Section, Minnesota Pollution Control Agency, 520 Lafayette Road North, St. Paul, MN 55155. Website is www.pca.state.mn.us.

Chief executive officer's signature

608-343-7280  
Daytime phone number

11 / 15 / 21  
Date

Print name

PAT Andersen

## Government Approval/Acknowledgment

Check one. By signature below, the representative of the unit of government:

- ☐ **Government** - acknowledges the contribution which will not be used for a pension or retirement fund.
- ☐ **Wildlife DNR** - approves the wildlife management project or activity.
- ☐ **Trails DNR** - approves the grooming/maintaining of snowmobile and/or all-terrain vehicle trails.
- ☐ **Safety training DNR** - approves the supplies/materials for DNR safety training and educational programs.
- ☐ **Water quality testing** - MPCA approves the surface water quality testing project.

Unit of Government

City of Chatfield

Phone number

507 867 4446

Address

21 2nd St SE

City

Chatfield

State

MN

Zip 55923

Print Name

Beth M Carlson

Title

Deputy City Clerk

Signature

Beth M Carlson

Date

11 / 30 / 2021

Questions? Contact the Gambling Control Board at 651-539-1900. This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form will become public information, when requested by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.





# CITY OF CHATFIELD

Thurber Community Center • Chatfield Municipal Building  
21 Second Street Southeast • Chatfield, Minnesota 55923 • 507-867-3810  
[www.ci.chatfield.mn.us](http://www.ci.chatfield.mn.us)

## MEMORANDUM

**TO:** CHATFIELD CITY COUNCIL  
**FROM:** JOEL YOUNG, CITY CLERK  
**SUBJECT:** 2022 BUDGET & TAX LEVY  
**DATE:** 12/07/2021  
**CC:**

### City Clerk's Budget Message for Fiscal Year 2022

Honorable Mayor and Members of the Common Council of the City of Chatfield:

As City Clerk of the City of Chatfield, I'm honored to provide this information regarding the proposed tax levy and budget for 2022. The guiding principles in preparing the City's 2022 Operating and Capital Budget are as follows:

1. Maintain a steady, predictable, local tax rate, with a long term goal of reducing the tax rate over time.
2. Reduce the City's current debt per capita level to \$3,500 or lower, over a period of years.
3. Maintain positive reserves in the City's enterprise funds (sewer, water and garbage)
4. Develop a budget based on specified needs and goals.
5. Develop work plans based on specific outcomes; i.e. "chip-sealing all streets every seven years," in an effort to develop a result-based budget.
6. Maintain public safety and public works programming that reasonably assures the public of their personal safety, convenience, and maintenance of property value.
7. Develop and maintain technology, communication, and administrative services that allow all interested parties to be well informed, while protecting the City's critical data and operating systems.

We will pursue those principles by:

1. Maintaining an updated Capital Improvement Plan and Capital Goods Replacement Plan to guide spending on capital equipment and improvements.
2. Developing and evaluating short and long-term plans, goals and benchmarks to guide the development of the community, and the services provided by the City.
3. Investing in the personal and professional development of the City's elected officials and its regular employees.

The proposed budget for 2022 will provide services at a level similar to those provided in 2021. The primary cost drivers are expected to be in the areas of marketing, equipment, technology, insurance, personnel and inflation. A list of departmental goals for 2022 is attached.

**The Local Tax Rate:** Contrary to the more intuitive thought that the local tax rate is set by the city council in the hope of generating the dollars needed to pay for the services provided by the City, the local tax rate is actually the



end result of the budget-tax levy setting process. In other words, the tax rate is calculated after the menu of services is determined and after the forecast is made for the City's revenues and expenses, and after the city's net tax capacity is determined. Therefore, the local tax rate is not particularly helpful if one is interested in comparing the efficiency of one city to another. When making such comparisons, one should consider cities that are similarly sized and situated, with a similar menu of services. For Chatfield, that would include services such as full-time police protection, a Class B ambulance service, library services, an art center, a local cable television service (CCTV-Channel 11), heritage preservation services, a modern city hall, modern swimming facilities and modern water and Class B wastewater treatment facilities. That notwithstanding, the tax rate is certainly an important standard to measure, monitor and evaluate for other purposes.

After the community voted to construct a modern swimming pool in 2017, the City's tax rate jumped by approximately seventeen points to a high of 112%. While the city council determined that it would not be right for the new debt associated with the swimming pool to result in funding reductions to basic services, the city council did make a deliberate goal to manage future tax levies in an effort to reduce the tax levy whenever possible. By 2020, the tax rate had dropped by six percentage points and it is expected that the 2022 budget will allow the tax rate to lessen by another five percentage points, bringing the local tax rate down to 101%.

**Debt per Capita:** Subsequent to issuing the bonds to pay for the swimming pool improvements, the City's debt per capita moved up to approximately \$4,600, which is considered Moderately High in the industry. Just as the city council adopted a goal to reduce the local tax rate, the city council also stated a goal to lessen the debt per capita to a point at or under \$3,500, which is considered Moderate in the industry. Based on the 2022 budget, it is expected that this goal has been substantially achieved as the debt per capita ratio is expected to be approximately \$3,600 at the end of this year.

**A Budget Based on Needs, Goals & Outcomes, Maintaining Public Safety, Public Works and Public Services**

**Programming:** The 2022 budget has been developed based on a long-standing history of providing services to maintain the safety and convenience of the residents of the community. Services are embedded in this budget to ensure the continued maintenance of the streets, water system, sanitary sewer system and other aspects of the city's infrastructure along with the continued safety services provided through the police, ambulance, fire and building code departments.

**Data Security, Communications and Technology:** The 2022 budget includes funding and services necessary to reasonably protect the City's data and to train the City's employees in that regard. The work plan within the budget also includes efforts to actively communicate with the general public in a way that facilitates a free flow of information and decision making.

**Capital Improvements:** Improvements to the City's water system will be installed at various locations throughout the community. This project will be funded with issuance of revenue bonds that will be repaid by future water revenues. The improvements will include improvements to all four of the City's water storage facilities, the addition of generators to Well #2 and the Booster Pump Station, the addition of a chemical room at Well #2, and the installation of a SCADA system to more efficiently monitor and operate the water system. These improvements are expected to cost approximately \$1,125,000.00.

Streambank improvements will be installed in Mill Creek, through Groen Park. These improvements will stabilize the streambanks, reduce the erosion of parkland and improve trout habitat. This project will provide the opportunity to install a pedestrian bridge that will link the park property from one side of the creek to the other side. The



improvements will be installed by a third party and, except for the cost of the bridge, the cost of the improvements will be covered by the State of Minnesota and other parties.

Approximately \$8,700,000 of improvements will be installed at the Chatfield Center for the Arts, funded by a grant from the State of Minnesota.

Approximately \$55,000 of improvements will be made to Lone Stone Park, primarily in the form of updated playground equipment. \$25,000 of the funding for this project will be provided by a grant from the State of Minnesota.

**Enterprise Fund Activity:** Due to the high cost of constructing a new wastewater treatment facility, a water tower and booster station, some years ago, the Water and Sanitary Sewer Funds have been operating in a deficit. Over the years, user rates have been adjusted upwards in an incremental fashion while cash reserves were used to manage the deficit. It appears that the increase in user rates that went into effect in early 2019 has stabilized the Sanitary Sewer Fund so there are no increases in sewer user rates projected for the near future. It also appears that increases to water rates should be relatively small, except for any increase needed to support the 2022 Water Improvement Project. At this point, the preliminary recommendation would be to increase the sewer and water rates by 0.0% and 2.0% respectively. There are no fee changes anticipated for the garbage service.

The City's utility bill includes charges for water, sanitary sewer, and garbage services, with water fees accounting for a rather minimal portion of the bill. As such, if there is no increase in fees for sewer or garbage services, and if the water fees are increased by 3%, the monthly utility bill will increase by less than 1.0%.

**Construction Activity:** Each year, construction activity provides additional tax capacity to the community, which softens the effects of an increase in the tax levy. Construction activity in 2021 has yielded 8 new homes and one new apartment to date, adding approximately \$1,600,000 in residential value. 8 new homes were constructed in 2020, 7 new homes in 2019, and 20 new homes were constructed in 2018, all of which provide additional tax capacity to the City. According to Fillmore County, the City's tax capacity has grown by \$138,279, an increase of 6.5% over 2020.

While the current proposals to remodel the former Pope & Young Club into the Joy Ridge Event Center or the proposals to construct a hotel and apartment buildings will not occur in time to impact the 2022 tax revenues, these development prospects, along with other projects under consideration, are positive signs for the community's future. Additionally, the Lone Stone tax increment financing district obligations are almost met. At this time, it is expected that these obligations will be met sometime in 2023, which will result in the tax capacity of virtually all of those homes to be included in the general tax levy calculations in 2024 and thereafter.

**Debt Service Fund Analysis:** A detailed analysis of the City's tax-levy-related debt service funds has been completed and each of the funds have been found to be financially healthy. In fact, based on that analysis, it is recommended that the City eliminate the subsidy that the General Fund makes to the debt service fund associated with the wastewater treatment plant. This will cause the 2022 tax levy to be \$75,000 less than it would have been otherwise.

An analysis of the debt service fund relating to the Enterprise Drive improvement project results in another recommendation to reduce the tax levy support to this Fund by \$10,000. This is made possible due to the receipt of \$53,000 in Small City Assistance from the State of Minnesota.



Further tax levy savings will be achieved in 2023 in the amount of \$47,000 while yet other tax levy savings are likely to be achieved, as well. Furthermore, the analysis indicates that it might be possible to reduce the amount of money that the Water and Sanitary Sewer Funds contribute to the debt service funds, resulting in less need to increase water and sewer user rates.

**Other Revenues:** The City has received approximately \$150,000 from the federal government in 2021 and is scheduled to receive approximately \$180,000.00 in 2022, through the American Rescue Plan Act. The use of those funds is unknown at the time of writing this document.

The City has just collected the fifth installment of tax abatement revenues from Fillmore County and the Chatfield School District. To date, the City has collected a total of \$143,961 from this program. The benefit from this program is expected to grow noticeably each year for the next ten years. The 2022 tax levy will be \$35,363 less than it would have been otherwise, due to this program.

In an effort to keep sewer user rates from increasing any more than they would otherwise, the City's General Fund provided additional support of \$1,215,000 between 2011 and 2021. The City will have an opportunity to have these dollars repaid to the General Fund after the Sanitary Sewer Fund makes its final payment to the debt service fund in 2026. While there will be multiple alternatives for this to happen, one scenario would be for the Sanitary Sewer Fund to make an annual payment to the General Fund, or to a debt service fund that would otherwise be supported by tax payments, in the amount of \$100,000 for twenty-three years. In general, the City's financial position is strong and healthy.

Respectfully submitted,

Joel A. Young, City Clerk

## 2022 Budgeting Cycle - Departmental Goals

### Ambulance

- Bring new members aboard.
- Update training center materials
- Keep a balanced budget

### City Clerk – Finance – IT - Administration

- Build community survey / engagement
- Strategic Planning
- Implement process for departmental review of city website
- Review & update all financial policies and personnel policy

### EDA

- Hotel
- Enterprise Drive Lots
- Housing
- Bike Trail
- Downtown Business & Manufacturing
- Renew Chatfield Center for the Arts Lease Agreement

### Library

- We will eliminate “per day” late fines that accrue when materials are not returned by their due date and waive previously accumulated overdue fines in order to prevent barriers to service that disproportionately affect low -income households. Our motivation is to provide equal access to all patrons, build relationships, and encourage library use. Policy decisions and revisions to support this change will be completed by January 31, 2022.
- By the first pay period of 2022, the Library Board will promote Christy Hyke to Assistant Library Director and provide her with wages commensurate with the experience, knowledge, and responsibilities the position merits.
- We will increase programming for children and adults by at least 100% in 2022, as long as conditions are considered safe. These programs will include weekly storytimes and may involve cooperation with organizations such as the Chatfield Center for the Arts when practicable.



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## **Parks**

- Sealcoat walking paths.
- New playground equipment in Lonestone Park.
- MillCreek -Groen Park creek restoration.
- Pedestrian bridge spanning Mill Creek in Groen Park
- Replace roof-MC shelter.
- Replace roof warming house / siding & repairs.
- Replace 72" John Deere mower.

## **Pool**

- Upgrades to zipline feature \$1,200.
- Open facility earlier and close later in the summer.

## **Police Department**

- 3<sup>RD</sup> Squad Computer
- New Radar Unit
- Possible Squad Replacement

## **Streets**

- Replace Toolcat & snowblower attachment
- 2021 Replace John Deere front end loader
- Increase overlay, chipseal, crackfill & storm budgets

## **Thurber Building**

- Replace one HVAC unit

## **Water Department**

- 2022 Water Project
- Replace 3 Hydrants
- Replace Pickup
- Install New Testing – Lead & Copper Rule

## **Waste Water Department**

- Manhole rehab / reconstruction
- Plan reed bed cleaning / Reed options
- Camera sewers / future street projects



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- Rebuild pump / influent (1) Liftstation Pumps (2)

### **Budget cost drivers–**

- Insurance costs (Workers Comp. / P&C / Health)
- Personnel costs
- Technology security costs
- Chatfield Alliance Stipend (\$23K)
- Small Cities Development Program Matching Funds (\$20,000)



	Total				Total		
	2021	2021	2022	2022	2022	2022	
	Oper/Trans	Revenues	Operations	Transfers	Oper/Trans	Revenues	
<b>GENERAL FUND</b>							<b>GENERAL FUND</b>
Ad Valorem	\$ -	\$ 1,604,439			\$ -	\$ 1,698,522	Ad Valorem
LGA / PERA Aid	\$ -	\$ 841,946			\$ -	\$ 849,832	LGA / PERA Aid
Interest Income		\$ 12,000				\$ 12,000	
General Services Transfer In		\$ 127,316				\$ 128,792	
Legislative Dept.	\$ 54,513		\$ 62,196		\$ 62,196		Legislative Dept.
Historical Society	\$ 900			\$ 900	\$ 900		Historical Society
Elections	\$ 5,000		\$ 5,300		\$ 5,300		Elections
Clerk/Finances	\$ 509,984	\$ 14,275	\$ 515,190	\$ 7,520	\$ 522,710	\$ 14,075	Clerk/Finances
Planning & Zoning	\$ 37,798	\$ 750	\$ 67,970		\$ 67,970	\$ 750	Planning & Zoning
Municipal Buildings	\$ 85,350	\$ 150	\$ 57,800	\$ 27,656	\$ 85,456	\$ 225	Municipal Buildings
Police Department	\$ 664,595	\$ 54,850	\$ 653,869	\$ 36,069	\$ 689,938	\$ 59,850	Police Department
Building Code	\$ 24,500	\$ 18,800	\$ 25,000		\$ 25,000	\$ 16,400	Building Code
Civil Defense	\$ 2,450		\$ 450	\$ 2,000	\$ 2,450		Civil Defense
Animal Control	\$ 950	\$ 1,300	\$ 750		\$ 750	\$ 1,300	Animal Control
Street Maintenance	\$ 471,179	\$ 7,900	\$ 291,441	\$ 197,061	\$ 488,502	\$ 7,900	Street Maintenance
Unallocated			\$ 20,000		\$ 20,000		Unallocated
Summer Recreation	\$ 4,200		\$ 4,200		\$ 4,200		Summer Recreation
Swimming Pool	\$ 158,720	\$ 65,400	\$ 158,137	\$ 2,500	\$ 160,637	\$ 79,600	Swimming Pool
Band	\$ 1,600		\$ 1,600		\$ 1,600		Band
Parks	\$ 184,350	\$ 900	\$ 159,308	\$ 43,700	\$ 203,008	\$ 1,400	Parks
Heritage Preservation	\$ 13,378	\$ 1,000	\$ 14,330		\$ 14,330	\$ 1,000	Heritage Preservation
Community Development	\$ 16,300	\$ 10,700	\$ 17,000	\$ 2,100	\$ 19,100	\$ 10,300	Community Development
Parkland Acquisition	\$ -				\$ -		Parkland Acquisition
Transfer to Library Fund	\$ 176,604			\$ 187,509	\$ 187,509		Transfer to Library Fund
Transfer to Ambulance Fund	\$ 71,450			\$ 79,500	\$ 79,500		Transfer to Ambulance Fund
Transfer to EDA	\$ 50,000			\$ 74,000	\$ 74,000		Transfer to EDA
Transfer to Fire Dept.	\$ 65,405			\$ 70,390	\$ 70,390		Transfer to Fire Dept.
Transfer to WWTP Debt Service	\$ 75,000				\$ -		Transfer to WWTP Debt Service
Center for the Arts	\$ 71,000			\$ 80,000	\$ 80,000		Transfer to Center for the Arts
Transfer to CCTV	\$ 16,500			\$ 16,500	\$ 16,500		Transfer to CCTV
Transfers to Other Funds	\$ -				\$ -		Transfers to Other Funds
Transfers to Capital Fund	\$ -				\$ -		Transfers to Capital Fund
General Fund Balance Inc.	\$ -	\$ -			\$ -	\$ -	General Fund Balance Inc.
<b>TOTAL GENERAL FUND</b>	\$ 2,761,726	\$ 1,157,287	\$ 2,054,541	\$ 827,405	\$ 2,881,946	\$ 1,183,424	<b>TOTAL GENERAL FUND</b>
		\$ 2,761,726				\$ 2,881,946	Total Revenues with Ad Valorem

Difference from First Draft:						Proposed	Expenses:
		2018	2019	2020	2021	2022	2022 Note: This levy includes:
Reduced EDA by \$20,000	General Levy	\$ 1,363,896	\$ 1,449,036	\$ 1,514,941	\$ 1,604,439	\$ 1,698,522	1. 3.50% Pay Grid Increase.
Reduced 2012A by \$14,500							2. Police Capital Goods increased by \$5,000
Reduced 2017A by \$10,000	Special Levy						3. Swimming Pool Experience is yet unknown
Reduced Pool by \$12,000							4. Eliminated \$75,000 transfer to wwtp debt
Reduced Overlay by \$20,000	2010A	\$ -			\$ -		5. 2012A reduced by \$35,363 T.A.
Increase Planning by \$30,000	2012A	\$ 32,000	\$ 31,000	\$ 20,601	\$ 19,000	\$ -	
	2014A	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	
	2016A	\$ 113,000	\$ 111,000	\$ 114,345	\$ 112,350	\$ 110,355	
	2017A	\$ 22,800	\$ 47,000	\$ 47,000	\$ 46,000	\$ 36,000	5. 2017A reduced by \$10,000 - Storm Water
	2018A		\$ 284,000	\$ 319,000	\$ 319,000	\$ 318,000	
	2019A		\$ -	\$ 35,801	\$ 37,000	\$ 38,000	
Difference from Preliminary:	Special Levy T	\$ 277,800	\$ 583,000	\$ 646,747	\$ 643,350	\$ 612,355	
	Total Levy	\$ 1,641,696	\$ 2,032,036	\$ 2,161,688	\$ 2,247,789	\$ 2,310,877	Total Tax Levy
	T.L. Change		\$ 390,340	\$ 129,652	\$ 86,101	\$ 63,088	Increase in Tax Levy
		5.85%	23.777%	6.380%	3.983%	2.807%	% increase in tax levy
Net Taxable Tax Capacity			\$ 1,813,195	\$ 2,040,768	\$ 2,143,126	\$ 2,281,405	Net Taxable Tax Capacity
				\$ 227,573	\$ 102,358	\$ 138,279	Increase in Tax Capacity
				12.551%	5.016%	6.452%	% increase in tax capacity
City Tax Rate			112%	106%	105%	101%	City Tax Rate
			2019	2020	2021	2022	11.24.21

# CITY OF CHATFIELD

2022 TAX LEVY / OPERATIONAL BUDGET



# PRESENTATION

- **Look Back at 2021**
  - Capital Acquisitions
  - Service Projects
- **Look Forward to 2022**
  - Tax Levy and its Impact
  - Capital Acquisitions
  - Service Projects

# 2021 REVIEW

- **Capital Acquisitions:**
  - Acquired Power Lift Cots for Ambulance
  - Acquired new Brush Truck – Fire Dept.
  - Replaced Dump Truck & Plow Equipment
  - Ordered Park Truck with Tommy-lift

# 2021 REVIEW

- **Service Projects**

- Earned \$25,000 grant from State of MN – Play Equipment
- Installed Interpretive Signs
- Updated Capital Financial Plan

# 2021 REVIEW

- **Development Activity:**
  - 10 New Home Permits
  - \$2,453,190 Residential construction
  - \$7,400,995 Commercial Construction

# GUIDING PRINCIPLES FOR BUDGET PREPARATIONS

- **Maintain a steady, predictable, local tax rate.**
- **Reduce the City's current debt per capita to \$3,500 or less.**
- **Maintain positive reserves in the City's Enterprise Funds**
- **Budget based on specified needs & goals.**
- **Work plans based on specific outcomes for results-based budgeting.**
- **Maintain public safety and public works programming that reasonably assures the public of their personal safety, convenience, and maintenance of property value.**
- **Develop and maintain technology, communication, and administrative services that allow all interested parties to be well informed while protecting the City's critical data and operating systems.**
- **Maintain the city's strong bond rating and financial position. (AA)**
  - The City's AA bond rating ranks Chatfield among the upper tier of cities in the State relative to its credit rating.



# 2022 COST DRIVERS

- Equipment Cost Escalation
- Technology Equipment / Security
- Insurance
- Personnel
- Inflation
- Marketing (\$23,000 Chatfield Alliance)

# MEASURING PROGRESS

- **Maintain a steady, predictable, local tax rate.**
  - **2019 = 112**
  - **2020 = 106**
  - **2021 = 105**
  - **2022 = 101**
- **Local tax levy**
  - **2019 = \$2,032,036**
  - **2020 = \$2,161,688**
  - **2021 = \$2,247,789**
  - **2022 = \$2,310,877**

# MEASURING PROGRESS

- **Reduce the City's current debt per capita to \$3,500 or less.**
  - **2018 = \$4,600**
  - **2019 = \$4,400**
  - **2020 = \$4,000**
  - **2021 = \$3,600**

# 2022 TAX LEVY PROPOSAL

## PRELIMINARY

Tax Levy	2020	2021	2022 Levy
General Levy	\$1,514,941	\$1,604,439	\$1,700,422
Special Levy			
2012A	\$20,601	\$19,000	\$14,500
2014A	\$110,000	\$110,000	\$110,000
2016A	\$114,345	\$112,350	\$110,355
2017A	\$47,000	\$46,000	\$46,000
2018A	\$319,000	\$319,000	\$318,000
2019A	\$35,801	\$37,000	\$38,000
Special Total	\$646,747	\$643,350	\$636,855
Total Levy	\$2,161,688	\$2,247,789	\$2,337,277
Tax Rate	106	105	102

# 2022 TAX LEVY FINAL PROPOSAL

Tax Levy	2021	2022 Preliminary	2022 Final	
General Levy	\$1,604,439	\$1,700,422	\$1,698,522	
Special Levy				
2012A	\$19,000	\$14,500	\$-0-	
2014A	\$110,000	\$110,000	\$110,000	
2016A	\$112,350	\$110,355	\$110,355	
2017A	\$46,000	\$46,000	\$36,000	
2018A	\$319,000	\$318,000	\$319,000	
2019A	\$37,000	\$38,000	\$37,000	
Special Total	\$643,350	\$636,855	\$612,355	
	+\$86,101		+\$63,088	
Total Levy	\$2,247,789	\$2,337,277	\$2,310,877	2.807%
Tax Rate	105	102	101	

# 2022 GOALS

- Ambulance Department
  - Recruit 2 new EMTs
  - Modernize the Training Center Technology
  - Maintain a balanced budget

# 2022 GOALS

- Water Dept.
  - Replace three hydrants
  - Replace pick-up truck
  - Implement new Lead & Copper rule testing requirements
  - 2022 Water Improvement Project
- Street Department:
  - Replace Toolcat & snowblower attachment
  - Replace John Deere front end loader
  - Increase budget for chipseal, crackfill and stormwater activity.



# 2022 GOALS

- Swimming Pool Department:
  - Upgrade Zipline feature
  - Open facility earlier and close later in the summer.
- Thurber Building:
  - Replace one HVAC unit.

# 2022 GOALS

- City Clerk (Finance, IT, Administration):
  - Chatfield Center for the Arts Construction Project
  - Update all Capital Plans
  - Update all Financial Policies and Personnel Policy
  - Implement Departmental review of Website pages
  - Strategic Plan Implementation
  - Build community survey / engagement program
  - Continue weekly and bi-monthly staff meetings
  - Administer ARPA funds

# 2022 GOALS

- EDA:
  - Hotel
  - Enterprise Drive Lots
  - Housing
  - Bike Trail
  - Downtown Business & Manufacturing
  - Renew Lease with Chatfield Center for the Arts

# 2022 GOALS

- Library:
  - Eliminate Late Fines
  - Upgrade to Assistant Library Director
  - Increase programming for children and adults by 100%

# 2022 GOALS

- Parks Department:
  - Sealcoat walking paths
  - New Play Equipment in Lone Stone Park
  - Streambank restoration in Groen Park
  - Install pedestrian bridge across creek in Groen Park
  - Replace roof at warming house
  - Replace roof at Mill Creek Park shelter
  - Replace 72" John Deere Mower

# 2022 GOALS

- Police Department:
  - Purchase 3<sup>rd</sup> Squad computer
  - New Radar Unit
  - Possibly replace a squad car

# 2022 GOALS

- Wastewater Department:
  - Continue manhole rehab / reconstruction
  - Plan reed bed cleaning & reed replacement options
  - Camera sewer pipes



# COMMUNITY INVESTMENT BY OTHERS

- Lone Stone Playground Equipment
  - \$25,000 State Grant
  - \$15,735 Park Dedication Fees
- Mill Creek Streambank Improvements
  - Legacy Funding via State of Minnesota
- Chatfield Center for the Arts
  - \$8,700,000 grant from State of Minnesota
- American Rescue Plan Act
  - \$330,000
- Tax Abatement Revenue
  - ~\$35,000 / \$144,000 to-date

# ENTERPRISE FUND ACTIVITY

- Sanitary Sewer Fund
  - 0% increase in rates
- Water Fund
  - 3% increase in rates
- Garbage Fund
  - 0% increase in rates
- Total Monthly Cost Impact – Base User
  - <1% increase in rates.

# UTILITY FEES – 2022

		2022	
Water Rates (+3%)		\$.45	
Sanitary Sewer Rates		No Increase	
Garbage Rates		No Increase	
Base Water/Sewer/GA		+.45 / Month	+0.56%
3,500 Gal Wa/Se/Ga		+.69 / Month	+0.68%

# GENERAL FUND ~ WWTP DEBT

- General Fund provided annual subsidies to the WWTP Debt Service Fund in the principal amount of \$1,215,000 from 2011 – 2021.
- The last payment from the Sanitary Sewer Fund to the WWTP Debt Service Fund will be in 2026.
- Beginning in 2027, the Sanitary Sewer Fund could repay the General Fund \$100,000 per year for 23 years.

# IMPACT OF CITY TAX LEVY

## RESIDENTIAL (PRELIMINARY LEVY)

	2021 Value	2022 Value	Value Change	2021 City Tax	2022 City Tax	City Tax Change	Total Tax Change
Res A (O)	\$107,800	\$115,500	7.1%	\$1,130	+ \$58	5.1%	-1.1%
				City Tax	Levy	+3.98%	

# IMPACT OF CITY TAX LEVY

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	2021 Value	2022 Value	Value Change	2021 City Tax	2022 City Tax	City Tax Change	Total Tax Change
Res A (O)	\$107,800	\$115,500	7.1%	\$1,130	+ \$58	5.1%	-1.1%
Res B (O)	\$173,200	\$171,700	0.0%	\$1,816	- \$49	-2.7%	-7.9%
				City Tax	Levy	+3.98%	



# IMPACT OF CITY TAX LEVY RESIDENTIAL (PRELIMINARY LEVY)

	2021 Value	2022 Value	Value Change	2021 City Tax	2022 City Tax	City Tax Change	Total Tax Change
Res A (O)	\$107,800	\$115,500	7.1%	\$1,130	+ \$58	5.1%	-1.1%
Res B (O)	\$173,200	\$171,700	0.0%	\$1,816	- \$49	-2.7%	-7.9%
<b>House C (O)</b>	<b>\$184,700</b>	<b>\$191,300</b>	<b>3.6%</b>	<b>\$1,937</b>	<b>+ \$32</b>	<b>1.7%</b>	<b>-3.7%</b>
				City Tax	Levy	+3.98%	

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	2021 Value	2022 Value	Value Change	2021 City Tax	2022 City Tax	City Tax Change	Total Tax Change
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Res B (O)	\$173,200	\$171,700	0.0%	\$1,816	- \$49	-2.7%	-7.9%
Res C(O)	\$184,700	\$191,300	3.6%	\$1,937	+ \$32	1.7%	-3.7%
<b>Res D(O)</b>	<b>\$391,800</b>	<b>\$391,700</b>	<b>0.0%</b>	<b>\$4,108</b>	<b>-\$77</b>	<b>-1.9%</b>	<b>-6.7%</b>
				City Tax	Levy	+3.98%	

# IMPACT OF CITY TAX LEVY RESIDENTIAL (PRELIMINARY LEVY)

	2021 Value	2022 Value	Value Change	2021 City Tax	2022 City Tax	City Tax Change	Total Tax Change
Res A(O)	\$107,800	\$115,500	7.1%	\$1,130	+ \$58	5.1%	-1.1%
Res B (O)	\$173,200	\$171,700	0.0%	\$1,816	- \$49	-2.7%	-7.9%
Res C(O)	\$184,700	\$191,300	3.6%	\$1,937	+ \$32	1.7%	-3.7%
Res D(O)	\$391,800	\$391,700	0.0%	\$4,108	-\$77	-1.9%	-6.7%
Res E (F)	\$552,500	\$565,700	2.4%	\$5,930	+\$61	1.0%	-4.7%
				City Tax	Levy	+3.98%	

IMPACT OF TAX LEVY  
INDUSTRIAL (PRELIMINARY)

	2020 Value	2021 Value	Value Change	2020 City Tax	2021 City Tax	City Change	Total Change
Ind. A	\$1,069,800	\$1,113,200	4.0%	\$21,647	+\$494	2.3%	-0-%
				City Tax	Levy	+3.98%	

IMPACT OF TAX LEVY  
INDUSTRIAL (PRELIMINARY)

	2021 Value	2022 Value		2021 City Tax	2022 City Tax	City Change	Total Change
Ind. A	\$1,069,800	\$1,113,200	4.0%	\$21,647	+\$494	2.3%	-0-%
Ind. B	\$960,200	\$1,000,800	4.2%	\$19,349	+\$576	3.0%	-0-%
				City Tax	Levy	+3.98%	

# IMPACT OF TAX LEVY

## BUSINESS (PRELIMINARY)

	2021 Value	2022 Value	Value Change	2021 City Tax	2022 City Tax	City Tax Change	Total Change
<b>Business A</b>	<b>\$86,700</b>	<b>\$90,000</b>	<b>+\$3,700</b>	<b>\$1,152</b>	<b>\$1,174</b>	<b>+2.0%</b>	<b>-3.00%</b>
					City Levy	+ 3.98%	



# IMPACT OF TAX LEVY

## BUSINESS (PRELIMINARY)

	2020 Value	2021 Value	Value Change	2020 City Tax	2021 City Tax	City Tax Change	Total Change
Bus. A	\$86,700	\$90,000	+\$3,700	\$1,152	\$1,174	+2.0%	-3.00%
Bus. B	\$665,200	\$734,600	+\$69,400	\$13,162	\$14,348	+9.0%	+6.65%
					City Levy	+ 3.98%	

# COMPARISON OF TAX IMPACTS

## (PRELIMINARY LEVY)

	City Tax Impact	Total Tax Impact
Business B	+9.0%	+6.65%
House A	+5.1%	-1.1%
Industrial B	+3.0%	-0-%
Industrial A	+2.3%	-0-%
House C	+1.7%	-3.7%
House E	+1.0%	-4.7%
House D	-1.9%	-6.7%
House B	-2.7%	-7.9%
Business A	-2.8%	-0-%
Preliminary Levy	+3.98%	

# 2022 TAX LEVY FINAL PROPOSAL

Tax Levy	2021	2022 Preliminary	2022 Final	
General Levy	\$1,604,439	\$1,700,422	\$1,698,522	
Special Levy				
2012A	\$19,000	\$14,500	\$-0-	
2014A	\$110,000	\$110,000	\$110,000	
2016A	\$112,350	\$110,355	\$110,355	
2017A	\$46,000	\$46,000	\$36,000	
2018A	\$319,000	\$318,000	\$319,000	
2019A	\$37,000	\$38,000	\$37,000	
Special Total	\$643,350	\$636,855	\$612,355	
	+\$86,101	+\$89,488	+\$63,088	
Total Levy	\$2,247,789	\$2,337,277	\$2,310,877	2.8%
Tax Rate	105	102	101	

# CHATFIELD

## A FULL MENU OF SERVICES

- **Full-Time Police, Class B Ambulance, and Fire Protection Services**
- **Modern Library, Swimming Pool, Parks & Trails, CCTV, Chatfield Center for the Arts**
- **Clean & Safe Streets, Sidewalks, & Storm Water**
- **Water, Sanitary Sewer, and Organized Garbage Services**
- **Planning, Zoning and Building Code Enforcement**
- **Heritage Preservation**
- **Economic Development Services, Loans & Financial Assistance**
- **Administration, Organization and Personnel Mgmt.**

### **Resolution Certifying the Property Tax Levy for Taxes Payable in 2022**

**WHEREAS**, the City of Chatfield has prepared a budget for the operations of the City of Chatfield for the 2022 calendar year, and

**WHEREAS**, it has been determined that a property tax levy in the amount stated below is necessary to meet the needs outlined in the budget:

<b><u>Fund Name</u></b>	<b><u>2022</u></b>
General Fund	\$1,698,522
2012A Debt Service	\$ -0-
2014A Debt Service	\$ 110,000
2016A Debt Service	\$ 110,355
2017A Debt Service	\$ 36,000
2019A Debt Service	\$ 38,000
<b>Total Non-Referendum Base Levy</b>	<b>\$1,992,877</b>
2018A Referendum Based Levy	\$ 318,000
<b>Total Tax Asking</b>	<b>\$2,310,877</b>

**And WHEREAS**, the budget and proposed tax levy has been presented to the public at a regular meeting of the City Council in compliance with Truth In Taxation regulations,

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Chatfield, County of Fillmore, Minnesota, that the 2022 final budget and property tax levy be adopted,

**BE IT FURTHER RESOLVED** that the special levies established by prior resolutions hereby be amended to the above stated amounts.

**AND BE IT YET FURTHER RESOLVED** that the City Clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Fillmore County, Minnesota.

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INTEROFFICE MEMORANDUM

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**TO:** Council Members  
**FROM:** Brian Burkholder, SCS  
**SUBJECT:** Trade/Replace 2018 John Deere Front Deck Mower  
**DATE:** 11/30/2021

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**Action Requested:** Looking for your approval for the trade and replacement of the 2018 John Deere front deck mower for a new 2022 front deck mower. Identical units.

**Background:** In the past years, we adjusted our mowers on the Parks Capital Plan to be replaced every 4 years instead of 5 years in the effort to reducing repair costs and to still receive decent trade in values at around 1,200 hours. In these 4 years, it includes a warranty for 1,200 hrs. or 48 months. For the past 7-8 years, this has worked out pretty good with no major repairs needed besides tires, belts, blades, or guide wheels.

I received a trade and purchase quote again from SEMA in St Charles and it fits into our plan. The total cost for replacement is \$16,238.59 which include the unit, rear discharge deck, gator blades and a full machine 1,200 hour or 48-month warranty. Currently, the Capital Plan is showing \$16,974. If we order soon, it is showing the new mower arriving in Sept 2022, but also state that sometimes orders are coming sooner. Another option would be for SEMA to look around at other dealers on availability. The Warranty on our current mower ends in June 2022.

Since the plan has been working well, my recommendation would be to trade and replace the 2018 model as soon as we are able in the hopes that we receive the new mower by June 2022.

Thank you for your time,  
Brian Burkholder





### Quote Summary

**Prepared For:**  
CITY OF CHATFIELD  
21 2ND ST SE  
CHATFIELD, MN 55923  
Business: 507-867-3810

**Prepared By:**  
Eric Wagner  
SEMA Equipment, Inc.  
11906 Hwy 14 East  
Saint Charles, MN 55972  
Phone: 507-932-4030  
ewagner@semaequip.com

**Quote Id:** 25583394  
**Created On:** 08 November 2021  
**Last Modified On:** 09 November 2021  
**Expiration Date:** 30 November 2021

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 1580 TerrainCut™ Commercial Front Mower (Less Mower Deck)	\$ 37,200.00	\$ 26,775.02	X 1 =	\$ 26,775.02
PowerGard Protection Plan		\$ 840.00	X 1 =	\$ 840.00
New Units - Still within basic warranty, 1580, Comprehensive - Full Machine, 1200 Total Hours or 48 Total Months, \$0 Deductible				
Sub Total				\$ 27,615.02
JOHN DEERE 72 In. Fastback Commercial Rear Discharge Deck	\$ 5,790.00	\$ 4,466.29	X 1 =	\$ 4,466.29
JOHN DEERE Gator Blades	\$ 100.00	\$ 100.00	X 1 =	\$ 100.00
Equipment Total				\$ 32,181.31

Trade In Summary	Qty	Each	Extended
2018 JOHN DEERE 1580 - 1TC1580VKJS040022	1	\$ 15,942.72	\$ 15,942.72
PayOff			\$ 0.00
Total Trade Allowance			\$ 15,942.72
Trade In Total			\$ 15,942.72

### Quote Summary

Equipment Total	\$ 32,181.31
Trade In	\$ (15,942.72)
SubTotal	\$ 16,238.59
Est. Service Agreement Tax	\$ 0.00
Total	\$ 16,238.59
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 16,238.59</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

**JOHN DEERE**

# Selling Equipment



Quote Id: 25583394

Customer: CITY OF CHATFIELD

<b>JOHN DEERE 1580 TerrainCut™ Commercial Front Mower (Less Mower Deck)</b>				
<b>Hours:</b>				
<b>Stock Number:</b>				
			<b>Suggested List</b>	
				\$ 37,200.00
			<b>Selling Price</b>	
				\$ 26,775.02
<b>Code</b>	<b>Description</b>	<b>Qty</b>	<b>Unit</b>	<b>Extended</b>
2453TC	1580 TerrainCut™ Commercial Front Mower (Less Mower Deck)	1	\$ 36,219.00	\$ 36,219.00
<b>Standard Options - Per Unit</b>				
001A	United States and Canada	1	\$ 0.00	\$ 0.00
2011	Comfort Adjust Suspension Seat with Armrests	1	\$ 390.00	\$ 390.00
<b>Standard Options Total</b>				<b>\$ 390.00</b>
<b>Value Added Services</b>				
	PowerGard Protection Plan	1	\$ 840.00	\$ 840.00
<b>Value Added Services Total</b>				<b>\$ 840.00</b>
<b>Other Charges</b>				
	Freight	1	\$ 526.00	\$ 526.00
	EnviroCrate	1	\$ 65.00	\$ 65.00
<b>Other Charges Total</b>				<b>\$ 591.00</b>
<b>Suggested Price</b>				<b>\$ 38,040.00</b>
<b>Customer Discounts</b>				
<b>Customer Discounts Total</b>			<b>\$ -10,424.98</b>	<b>\$ -10,424.98</b>
<b>Total Selling Price</b>				<b>\$ 27,615.02</b>

<b>JOHN DEERE 72 In. Fastback Commercial Rear Discharge Deck</b>				
<b>Hours:</b>				
<b>Stock Number:</b>				
			<b>Suggested List</b>	
				\$ 5,790.00
			<b>Selling Price</b>	
				\$ 4,466.29
<b>Code</b>	<b>Description</b>	<b>Qty</b>	<b>Unit</b>	<b>Extended</b>
0553TC	72 In. Fastback Commercial Rear Discharge Deck	1	\$ 5,629.00	\$ 5,629.00
<b>Standard Options - Per Unit</b>				
001A	United States and Canada	1	\$ 0.00	\$ 0.00
<b>Standard Options Total</b>				<b>\$ 0.00</b>
<b>Other Charges</b>				
	Freight	1	\$ 161.00	\$ 161.00



**JOHN DEERE**

## Selling Equipment



Quote Id: 25583394

Customer: CITY OF CHATFIELD

Other Charges Total		\$ 161.00
Suggested Price		\$ 5,790.00
Customer Discounts		
Customer Discounts Total	\$ -1,323.71	\$ -1,323.71
Total Selling Price		\$ 4,466.29

JOHN DEERE Gator Blades				
Hours:	0			Suggested List
Stock Number:				\$ 100.00
				Selling Price
				\$ 100.00
Code	Description	Qty	Unit	Extended
1234		1	\$ 100.00	\$ 100.00
Suggested Price				\$ 100.00
Customer Discounts				
Customer Discounts Total			\$ 0.00	\$ 0.00
Total Selling Price				\$ 100.00



# Trade In



Quote Id: 25583394

Customer: CITY OF CHATFIELD

2018 JOHN DEERE 1580  
SN# 1TC1580VKJS040022

## Machine Details

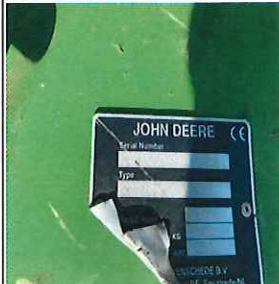
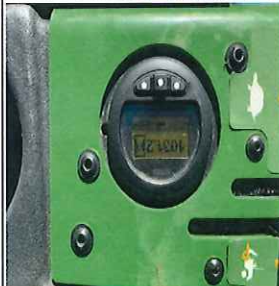
### Description

2018 JOHN DEERE 1580  
SN# 1TC1580VKJS040022  
Your Trade In Description

### Net Trade Value

\$ 15,942.72

## Machine Photography







# Trade In



Quote Id: 25583394

Customer: CITY OF CHATFIELD

Additional Options	
Hour Meter Reading	1035
Total	
\$ 15,942.72	

Warranty Coverage			
Warranty Type	Coverage Term	Expiration Date	Days Remaining
BASIC WARRANTY	BASIC 24M	16-Jul-2020	0
EXTENDED WARRANTY (COMPREHENSIVE)	PG 48M / 1200H T35 DIAG	16-Jul-2022	249
EMISSIONS WARRANTY	EMISSION 60M/3000H	17-Jul-2023	615



## Extended Warranty Proposal

## PowerGard™ Protection Plan

### TURF AND UTILITY

Date : November 9, 2021

#### Machine/Use Information

#### Plan Description

#### Price

Manufacturer	JOHN DEERE	Plan Type:	New	Deductible:	\$ 0
Equipment Type	TURF AND UTILITY	Coverage:	Comprehensive	Quoted Price	\$ 840.00
Model	1580	Total Months:	48		
Country	US	Total Hours:	1200	Date Quoted	November 9, 2021
MFWD/Tracks	N				
Scraper Use					

THIS PROPOSAL IS VALID FOR 30 DAYS FROM DATE ISSUED.

PowerGard Protection Proposal Prepared for:

*I have been offered this extended warranty and*

Customer Name - Please Print

☒ **I ACCEPT** the PowerGard Protection

☐ **I DECLINE** the PowerGard Protection

Customer Signature

*If declined, I fully understand that my equipment listed above is not covered for repair expenses due to component failures beyond the original basic warranty period provided by John Deere.*

**Note :** This is not a contract. For specific PowerGard Protection coverage terms and conditions, please refer to the actual PowerGard Protection Plan contract for more information and the terms, conditions and limitations of the agreement.

#### What PowerGard Protection is :

The PowerGard Protection Plan is an **extended warranty** program for reimbursement on parts and labour for covered components that fail due to faulty material or original workmanship that occur beyond the John Deere Basic Warranty coverage period. The agreement is between Deere & Company and the owners of select John Deere Commercial and Agricultural equipment, who purchase the PowerGard Plans for the desired coverage as indicated in this proposal.

#### What PowerGard Protection is not :

PowerGard Protection is not insurance. It also does not cover routine maintenance or high wear items, or insurance-related risks/perils such as collision, overturn, vandalism, wind, fire, hail, etc. It does not cover loss of income or loss of value of crops during or after an equipment failure. See the actual product-specific PowerGard Protection Plan agreement for a complete listing of covered components, and limitations and conditions under the program.





**JOHN DEERE**

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**Features/Benefits:**

PowerGard protection include the following features and benefits under the program :

- Pays for parts and labour costs incurred on failed covered components (less any applicable deductibles),
- Does not require pre-approval before repairs are made by the authorized John Deere dealership,
- Payments are reimbursed directly to the dealership with no prepayment required by the contract holder.
- PowerGard Protection agreements ensure that only Genuine John Deere Parts are used in all repairs,
- PowerGard coverage is fully transferable to future owners, with no transfer fees when coverage remains,
- PowerGard ensures higher resale value and makes equipment more marketable during the sale or trade-in,
- PowerGard allows you to budget your total cost of ownership, with financing available through John Deere Credit or other sources,
- PowerGard helps prevent large, unexpected repair bills during later years of equipment ownership, in exchange for a smaller protection fee up front.

WIDSETH SMITH NOLTING & ASSOC., INC.  
216 MAIN ST  
CROOKSTON, MN 56716  
T. 218-281-6522



## INVOICE

City of Chatfield  
21 2nd St SE  
Chatfield, MN 55923

Invoice Number: 214547  
Date: December 09, 2021  
Project Number: 2020-11340

City of Chatfield 2020 General Services

For Professional Services Rendered Through: December 09, 2021

### 10 - Civil Services

#### Professional Services

	Hours	Rate	Amount
Engineer III	21.00	160.00	\$3,360.00
Administrative Assistant	.75	70.00	\$52.50
Land Surveyor III	.50	160.00	\$80.00
Technician III	1.00	110.00	\$110.00
	23.25		\$3,602.50

10 - Civil ServicesTotal: \$3,602.50

### 12 - Water Main

#### Professional Services

	Hours	Rate	Amount
Engineer III	3.50	160.00	\$560.00
Engineer III	6.50	165.00	\$1,072.50
Engineer III	2.00	165.00	\$330.00
Technician III	4.00	110.00	\$440.00
Technician III	2.00	115.00	\$230.00
Engineer V	.50	185.00	\$92.50
	18.50		\$2,725.00

12 - Water MainTotal: \$2,725.00

### 15 - Planning Services

#### Professional Services

	Hours	Rate	Amount
Architectural Designer	2.00	110.00	\$220.00
Architectural Designer	.50	115.00	\$57.50
Administrative Assistant	1.75	70.00	\$122.50
Land Surveyor III	1.50	160.00	\$240.00
Project Manager III	72.50	160.00	\$11,600.00

Project Manager III

6.00

165.00

\$990.00

84.25

\$13,230.00

15 - Planning ServicesTotal:

\$13,230.00

Invoice Total

\$19,557.50

## Widseth Smith Nolting &amp; Assoc., Inc.

Backup

Invoice #: 214547

Date: December 09, 2021

Firm ID: 2020-11340

For Professional Services Rendered Through: December 09, 2021

## 10 - Civil Services

## Professional Services

	Date	Hours	Rate	Amount
Administrative Assistant				
Mattson, Sarah L	9/22/2020	.25	70.00	\$17.50
Olmsted County SWCD Owner/Contractor Contract - draft				
Mattson, Sarah L	10/9/2020	.50	70.00	\$35.00
Bid Tab Form				
Engineer III				
Britton, Craig N	9/17/2020	1.00	160.00	\$160.00
Bidding Docs for Basin Construction				
Britton, Craig N	9/18/2020	1.00	160.00	\$160.00
Bidding Docs for Basin Construction				
Britton, Craig N	9/25/2020	1.00	160.00	\$160.00
Basin Project Information				
Britton, Craig N	10/1/2020	1.00	160.00	\$160.00
Prebid Meeting for Stormwater Basins				
Britton, Craig N	10/6/2020	1.00	160.00	\$160.00
Right-of-Way, West Chatfield				
Britton, Craig N	10/8/2020	1.00	160.00	\$160.00
Right-of-Way, West Chatfield				
Britton, Craig N	10/9/2020	2.00	160.00	\$320.00
Basin, Bid Opening				
Britton, Craig N	10/13/2020	1.00	160.00	\$160.00
Roll Test - Wisdom Lane				
Britton, Craig N	10/29/2020	1.00	160.00	\$160.00
Capital Improvement Plan				
Britton, Craig N	10/30/2020	2.50	160.00	\$400.00
Capital Improvement Plan				
Britton, Craig N	11/3/2020	1.00	160.00	\$160.00
Capital Improvement Plan				
Britton, Craig N	11/6/2020	1.50	160.00	\$240.00
Capital Improvement Plan				
Britton, Craig N	11/9/2020	2.00	160.00	\$320.00
Capital Improvement Plan				
Britton, Craig N	11/11/2020	1.00	160.00	\$160.00
Capital Improvement Plan				
Britton, Craig N	11/16/2020	1.00	160.00	\$160.00
Financial Plan, Projects				
Britton, Craig N	11/17/2020	2.00	160.00	\$320.00
Financial Plan, Projects				

## Land Surveyor III

Oetliker, Peter G	10/5/2020	.25	160.00	\$40.00
R/W research for West Chatfield				
Oetliker, Peter G	10/7/2020	.25	160.00	\$40.00
report findings for R/W research in West Chatfield				

## Technician III

Stevens, Benjamin J	8/17/2020	.50	110.00	\$55.00
calculate sac and wac fees for Amco, run through parkland info with craig				
Stevens, Benjamin J	10/2/2020	.50	110.00	\$55.00
print poster				

Totals		23.25		\$3,602.50
				\$3,602.50

10 - Civil Services Total:

\$3,602.50

## 12 - Water Main

## Professional Services

	Date	Hours	Rate	Amount
Engineer III				
Britton, Craig N	12/8/2020	1.00	160.00	\$160.00
Meeting to Discuss Watermain in Alley				
Britton, Craig N	12/9/2020	1.50	160.00	\$240.00
Watermain in Alley - Plan				
Britton, Craig N	12/10/2020	1.00	160.00	\$160.00
Watermain in Alley - Plan				
Britton, Craig N	12/14/2020	1.50	165.00	\$247.50
Alley Watermain				
Britton, Craig N	12/15/2020	1.00	165.00	\$165.00
Alley Watermain Plan				
Britton, Craig N	12/16/2020	1.50	165.00	\$247.50
Hwy 30 Bridge Project - Utilities, Meeting with Aaron (MnDOT)				
Britton, Craig N	12/21/2020	1.00	165.00	\$165.00
Alley Watermain				
Britton, Craig N	12/23/2020	1.00	165.00	\$165.00
Alley Watermain				
Britton, Craig N	12/30/2020	.50	165.00	\$82.50
Alley Watermain Quotes				
Meier, Daren J	12/17/2020	2.00	165.00	\$330.00
permit application and phone call with county engineer				
Engineer V				
Van Hout, Lawrence J	9/15/2020	.50	185.00	\$92.50
Visit Water and Wastewater system				
Technician III				
Stevens, Benjamin J	12/9/2020	1.25	110.00	\$137.50
w/m exhibit				
Stevens, Benjamin J	12/11/2020	2.75	110.00	\$302.50
take photos of locate, alley w/m design				
Stevens, Benjamin J	12/14/2020	1.25	115.00	\$143.75
plan changes				
Stevens, Benjamin J	12/15/2020	.25	115.00	\$28.75
plan changes				
Stevens, Benjamin J	12/16/2020	.25	115.00	\$28.75
final plan				

Stevens, Benjamin J	12/17/2020	.25	115.00	\$28.75
info for darin				
Totals		18.50		\$2,725.00
				\$2,725.00

12 - Water Main Total:

\$2,725.00

## 15 - Planning Services

## Professional Services

	Date	Hours	Rate	Amount
Administrative Assistant				
Mattson, Sarah L	9/14/2020	1.50	70.00	\$105.00
2020-09-08 P&Z Meeting Minutes				
Mattson, Sarah L	9/15/2020	.25	70.00	\$17.50
2020-09-08 P&Z Meeting Minutes				
Architectural Designer				
Fox, Thomas N	9/15/2020	.50	110.00	\$55.00
reviewing planning requests				
Fox, Thomas N	9/16/2020	1.00	110.00	\$110.00
reviewing planning requests				
Fox, Thomas N	12/8/2020	.50	110.00	\$55.00
Meeting minutes for 12/7 P & Z meeting				
Fox, Thomas N	12/15/2020	.50	115.00	\$57.50
reviewing city ordinances and zoning				
Land Surveyor III				
Oetliker, Peter G	9/14/2020	.50	160.00	\$80.00
Nicole Bush easement research				
Oetliker, Peter G	9/15/2020	1.00	160.00	\$160.00
Nicole Bush easement research				
Project Manager III				
Tjossem, Logan D	8/12/2020	1.00	160.00	\$160.00
Prep and Teleconference with Joel and Chris regarding process and meetings, two plats, and steps moving forward				
Tjossem, Logan D	8/19/2020	3.00	160.00	\$480.00
Webex Meeting with Joel Y. and Alex to talk about transitioning (2.0), Craig Bren Sign question and correspondence (1.0). General emails and correspondences to set up permitting (1.0)				
Tjossem, Logan D	8/21/2020	1.00	160.00	\$160.00
Correspondences with Joel over Fence permitting process, Furnace Permit process correspondence with Nancy Timm-Chatfield				
Tjossem, Logan D	8/25/2020	.50	160.00	\$80.00
Coordination with Bolton Menk regarding files and our internal GIS team.				
Tjossem, Logan D	8/26/2020	1.00	160.00	\$160.00
Craig Bren and City of Chatfield sign permit process (1), coordination with Joel Young regarding fees and application submittal requirements (1)				
Tjossem, Logan D	8/28/2020	.50	160.00	\$80.00
Coordination with Joel regarding sign permit, coordination with Craig Bren regarding sign permit process				
Tjossem, Logan D	9/1/2020	1.00	160.00	\$160.00
General emails and correspondences with Joel and Nancy regarding permitting process.				
Tjossem, Logan D	9/3/2020	1.50	160.00	\$240.00
Permit review and coordination.				
Tjossem, Logan D	9/8/2020	4.00	160.00	\$640.00
Office presence, internal discussions with Joel and Chris regarding future development and history of Chatfield. Meeting with Jeff Thompson regarding fence regulations, and Planning Commission Meeting.				

Tjossem, Logan D	9/9/2020	3.50	160.00	\$560.00
Office presence in Chatfield. More discussion on history and context, as well as a future multi-family development, road extensions, platting and process.				
Tjossem, Logan D	9/11/2020	1.00	160.00	\$160.00
Issued final permits to Craig Bren and Jon Sutherland, email responses to perspective permit applicants of Chatfield.				
Tjossem, Logan D	9/14/2020	.50	160.00	\$80.00
Review and redlining of the Planning Commission Minutes (0.5), review and correspondence with Michelle Truxal regarding building on a property zoned AG (0.5)				
Tjossem, Logan D	9/23/2020	3.00	160.00	\$480.00
In the office, Chatfield mobile home park meeting with Sean and Chris,				
Tjossem, Logan D	9/24/2020	.50	160.00	\$80.00
Chrissie and Derrik Peterson Fence and Wall Permit				
Tjossem, Logan D	9/25/2020	1.00	160.00	\$160.00
Chatfield VPN Set up,				
Tjossem, Logan D	9/29/2020	.50	160.00	\$80.00
Jon Sutherland Fence Permit and Coordination				
Tjossem, Logan D	9/30/2020	4.00	160.00	\$640.00
Office presence, discussions on future projects with Chris, Amco Lane Single Family House permit, training with Joel, Site visit with Monika at 1024 Grand Street regarding a fence, Follow up on permits back in Rochester Office (1.5)				
Tjossem, Logan D	10/5/2020	1.00	160.00	\$160.00
Planning Commission Meeting and Prep, Permit, Permit 20-48 (.25),				
Tjossem, Logan D	10/6/2020	.50	160.00	\$80.00
Emails and responses: Courtney Ford Solar Panel Permit question (.5)				
Tjossem, Logan D	10/7/2020	4.00	160.00	\$640.00
Office visit, correspondences with Joel and Chris, Additional Training on Webex to work through technical difficulties.				
Permits: 424 Main Street Deck Permit (.5), review and responses to emails from the community.				
Tjossem, Logan D	10/8/2020	1.00	160.00	\$160.00
Alesha Swift Violation and fence permit (1), Response to Mike Bernard,				
Tjossem, Logan D	10/12/2020	.75	160.00	\$120.00
Sharon Bentley Fence Correspondence (.50), Brian Jensen Fence Correspondence (.25)				
Tjossem, Logan D	10/14/2020	1.00	160.00	\$160.00
Mary Martin Fence and Hand Rail Correspondence (.50), Nelle McFarland with Peoples - Map correspondence (.50),				
Tjossem, Logan D	10/15/2020	1.00	160.00	\$160.00
PawPrint Brewery Parking review (.50), Chosen Valley Care Center Wall Permit (.50)				
Tjossem, Logan D	10/19/2020	.25	160.00	\$40.00
1410 Amco Dr SE - Sutherland fence permit (.25)				
Tjossem, Logan D	10/21/2020	4.00	160.00	\$640.00
Parkland Dedication discussion with Chris, Front Yard setback discussion with Joel, communication with Teresa Marzolf,				
Tjossem, Logan D	10/22/2020	.25	160.00	\$40.00
Response to Sean Ferrari and Chris Giesen regarding manufactured home park (.25),				
Tjossem, Logan D	10/23/2020	.50	160.00	\$80.00
Coordination with Nancy Timm on Chosen Valley Permit status (.25), Brian Jensen Fence Permit (0.25),				
Tjossem, Logan D	10/26/2020	1.00	160.00	\$160.00
Coordination with Filmore County regarding a new address for Broadwater's shop (.5),				
Tjossem, Logan D	10/27/2020	.25	160.00	\$40.00
444 Hawley Street Re-roofing permit (.25),				
Tjossem, Logan D	11/4/2020	4.00	160.00	\$640.00
Office presence, reviewed and discussed Alesha Swift Fence issues, discussed Hiltop Third and process, fielded phone calls				
Tjossem, Logan D	11/9/2020	.25	160.00	\$40.00
Furnace Permit at 20 Burr Oak Ave				
Tjossem, Logan D	11/13/2020	1.00	160.00	\$160.00
Public Notice for Fence Text Amendment				



Tjossem, Logan D	11/16/2020	1.00	160.00	\$160.00
G-Cubed Preliminary Plat and TA Public Hearing Notice,				
Tjossem, Logan D	11/18/2020	4.00	160.00	\$640.00
In the office, Pre Plat application review of Hilltop Estates 3rd, Discussion with Chris regarding Development Agreements and conditions of approval, Alesha Swift drive by, met with a citizen regarding zoning setbacks				
Tjossem, Logan D	11/23/2020	1.00	160.00	\$160.00
Correspondence with Joel regarding Swift property, Preparation of a nuisance letter for Council review				
Tjossem, Logan D	11/25/2020	6.00	160.00	\$960.00
In the office, in-person, site visit to Paw Prints and Alisha Swift property, coordination with Shane, Joel, and Fred regarding next steps. Correspondence with Carl Creiner regarding a pole shed and mother-in-law apartment, Hilltop 3rd Estates Public Works Committee Memo				
Tjossem, Logan D	12/2/2020	6.00	160.00	\$960.00
Alesha Swift Violation, Hilltop Estates Staff Report, Fence TA Staff Report, P&Z Packet and Meeting setup				
Tjossem, Logan D	12/9/2020	6.00	160.00	\$960.00
Office visit to chatfield, Discussion with Joel and Chris, Alesha Swift follow up and update, City Council Staff Report and Resolution				
Tjossem, Logan D	12/11/2020	.25	160.00	\$40.00
Window Permit Review and correspondence with Nancy for 714 James Street NE				
Tjossem, Logan D	12/16/2020	3.00	165.00	\$495.00
In the office, coordinated with Fillmore County and sending permit records, checked in with Joel and Chris, various follow up emails				
Tjossem, Logan D	12/30/2020	3.00	165.00	\$495.00
Worked from home, P&Z Meeting cancellation and correspondences with Planning Commission Members, Permit files for Fillmore County, permit for 629 Park St SE, OTR Apartments nuisance review,				
Totals		84.25		\$13,230.00
				\$13,230.00

15 - Planning Services Total:

\$13,230.00

Backup Total \$19,557.50

WIDSETH SMITH NOLTING & ASSOC., INC.  
216 MAIN ST  
CROOKSTON, MN 56716  
T. 218-281-6522



## INVOICE

City of Chatfield  
21 2nd St SE  
Chatfield, MN 55923

Invoice Number: 214549  
Date: December 09, 2021  
Project Number: 2021-10084

City of Chatfield 2021 General Services

For Professional Services Rendered Through: December 08, 2021

### 10 - Civil Services

#### Professional Services

	Hours	Rate	Amount
Engineer III	8.00	165.00	\$1,320.00
Land Surveyor III	1.00	165.00	\$165.00
Technician III	.75	115.00	\$86.25
	9.75		\$1,571.25

10 - Civil ServicesTotal: \$1,571.25

### 12 - Water Main

#### Professional Services

	Hours	Rate	Amount
Technician II	2.00	96.00	\$192.00
Engineer III	6.50	165.00	\$1,072.50
Engineer III	3.25	165.00	\$536.25
Engineer I	7.00	115.00	\$805.00
Engineer V	10.00	190.00	\$1,900.00
	28.75		\$4,505.75

12 - Water MainTotal: \$4,505.75

### 13 - Streets

#### Professional Services

	Hours	Rate	Amount
Engineer III	2.00	165.00	\$330.00
Technician III	2.00	115.00	\$230.00
	4.00		\$560.00

13 - StreetsTotal: \$560.00

**14 - GIS****Professional Services**

	Hours	Rate	Amount
Administrative Assistant	.25	73.00	\$18.25
Engineer III	1.50	165.00	\$247.50
Land Surveyor I	32.50	115.00	\$3,737.50
Land Surveyor III	1.00	165.00	\$165.00
Geographer III	1.50	165.00	\$247.50
	<b>36.75</b>		<b>\$4,415.75</b>

14 - GIS Total: \$4,415.75

**15 - Planning Services****Professional Services**

	Hours	Rate	Amount
Administrative Assistant	.50	73.00	\$36.50
Engineer III	13.00	165.00	\$2,145.00
Architectural Designer	1.00	115.00	\$115.00
Geographer I	8.00	115.00	\$920.00
Architectural Designer	6.00	115.00	\$690.00
Engineer III	1.50	165.00	\$247.50
Land Surveyor III	2.50	165.00	\$412.50
Geographer III	3.25	165.00	\$536.25
Administrative Assistant	2.25	73.00	\$164.25
Technician III	5.50	115.00	\$632.50
Project Manager III	149.00	165.00	\$24,585.00
	<b>192.50</b>		<b>\$30,484.50</b>

15 - Planning Services Total: \$30,484.50

**Invoice Total \$41,537.25**

## Widseth Smith Nolting &amp; Assoc., Inc.

## Backup

Invoice #: 214549

Date: December 09, 2021

Firm ID: 2021-10084

For Professional Services Rendered Through: December 08, 2021

## 10 - Civil Services

## Professional Services

	Date	Hours	Rate	Amount
Engineer III				
Britton, Craig N	5/24/2021	1.00	165.00	\$165.00
Highway 30 Speed and Crosswalk Research, Alley Notices				
Britton, Craig N	6/4/2021	1.00	165.00	\$165.00
Discussion with MnDOT (Speed and Crosswalk TH 30)				
Britton, Craig N	6/8/2021	1.00	165.00	\$165.00
Hwy 30 and Winona Street Intersection				
Britton, Craig N	6/10/2021	1.00	165.00	\$165.00
Review of Parking Stalls Along City Park				
Britton, Craig N	8/19/2021	1.00	165.00	\$165.00
Center for the Arts - Review				
Britton, Craig N	10/1/2021	1.50	165.00	\$247.50
West Chatfield - Storm Sewer				
Britton, Craig N	10/22/2021	1.50	165.00	\$247.50
Review of Drainage Swale (6th St and Bench St)				
Land Surveyor III				
Oetliker, Peter G	9/9/2021	1.00	165.00	\$165.00
drainage easement research School District (for Craig B.)				
Technician III				
Stevens, Benjamin J	9/10/2021	.75	115.00	\$86.25
easement location through school				
Totals		9.75		\$1,571.25
				\$1,571.25

10 - Civil Services Total: \$1,571.25

## 12 - Water Main

## Professional Services

	Date	Hours	Rate	Amount
Engineer I				
Pleschourt, Adam A	10/27/2021	6.00	115.00	\$690.00
prepping survey equipment, driving, shooting watermain after excavation				
Pleschourt, Adam A	10/28/2021	1.00	115.00	\$115.00
prepping survey equipment, driving, shooting watermain				
Engineer III				
Britton, Craig N	8/9/2021	1.50	165.00	\$247.50
Water Main - TH 30				
Britton, Craig N	8/10/2021	1.00	165.00	\$165.00
Water Main - TH 30				

Britton, Craig N	8/18/2021	.50	165.00	\$82.50
Review of Construction Plans, Hwy 30 Bridge				
Britton, Craig N	8/23/2021	1.00	165.00	\$165.00
Water Projects / Committee Meeting				
Britton, Craig N	9/13/2021	1.00	165.00	\$165.00
Updating Project List				
Britton, Craig N	10/29/2021	1.50	165.00	\$247.50
Water Project Review				
Meier, Daren J	1/4/2021	.50	165.00	\$82.50
talk with Craig and contact Fillmore County about permit application.				
Meier, Daren J	1/5/2021	.50	165.00	\$82.50
mail permit application fee payment				
Meier, Daren J	9/23/2021	.25	165.00	\$41.25
talk with Craig about project and contact DOT about permitting.required				
Meier, Daren J	9/27/2021	.25	165.00	\$41.25
MnDOT permit to pothole watermain on TH 30				
Meier, Daren J	9/28/2021	1.00	165.00	\$165.00
MnDOT permit to pothole watermain on TH 30, application and map and email to Brian Burkholder				
Meier, Daren J	9/29/2021	.50	165.00	\$82.50
email permit application to Dave Evans of MNDOT for potholing watermain in TH 30 R.O.W.				
Meier, Daren J	10/5/2021	.25	165.00	\$41.25
contact Dave Evans at MnDOT about permit to pothole				
Engineer V				
Van Hout, Lawrence J	9/9/2021	1.50	190.00	\$285.00
Chatfield CIP engineering costs for CIP				
Van Hout, Lawrence J	9/10/2021	1.00	190.00	\$190.00
Chatfield CIP costs with KLM				
Van Hout, Lawrence J	10/21/2021	1.50	190.00	\$285.00
Review Water System for Improvements				
Van Hout, Lawrence J	10/26/2021	.50	190.00	\$95.00
Discuss Water System Imp with Craig				
Van Hout, Lawrence J	10/28/2021	1.00	190.00	\$190.00
Review KLM reports for 2022 CIP				
Van Hout, Lawrence J	10/29/2021	4.50	190.00	\$855.00
Chatfield Water System Improvements				
Technician II				
Barton, James A	2/25/2021	2.00	96.00	\$192.00
look over hydrant and valve spec get rural water specs & detail				
Totals		28.75		\$4,505.75
				\$4,505.75

12 - Water Main Total:

\$4,505.75

13 - Streets

## Professional Services

	Date	Hours	Rate	Amount
Engineer III				
Britton, Craig N	6/14/2021	1.00	165.00	\$165.00
Street Condition				
Britton, Craig N	6/16/2021	1.00	165.00	\$165.00
Alley Construction - Site Visit				

## Technician III

Stevens, Benjamin J	4/16/2021	.75	115.00	\$86.25
alleys topo				
Stevens, Benjamin J	4/21/2021	.50	115.00	\$57.50
alleys w/ craig				
Stevens, Benjamin J	4/23/2021	.50	115.00	\$57.50
update air photo on alleys topo				
Stevens, Benjamin J	5/18/2021	.25	115.00	\$28.75
print				
Totals		4.00		\$560.00
				\$560.00

13 - Streets Total: \$560.00

## 14 - GIS

## Professional Services

	Date	Hours	Rate	Amount
Administrative Assistant				
Anderson, Lisa K	1/14/2021	.25	73.00	\$18.25
Project Initialization				
Engineer III				
Britton, Craig N	6/11/2021	1.50	165.00	\$247.50
Meeting with Brian - Street Project Information, GIS				
Geographer III				
Reineke, Mark T	6/4/2021	.50	165.00	\$82.50
GIS Data files look up for Joel; call Joel (VM)				
Reineke, Mark T	6/8/2021	.75	165.00	\$123.75
review GIS datasets (multiple sets); call w/ Joel showing data				
Reineke, Mark T	6/22/2021	.25	165.00	\$41.25
Boundary data to Joel				
Land Surveyor I				
Clasemann, Michael P	1/13/2021	6.50	115.00	\$747.50
Drive time. Shoot water service valves as located by the city.				
Clasemann, Michael P	3/10/2021	7.50	115.00	\$862.50
Drive time. Shoot water service valves.				
Clasemann, Michael P	3/24/2021	6.00	115.00	\$690.00
Drive time. Shoot water service valves for GIS.				
Clasemann, Michael P	3/31/2021	6.00	115.00	\$690.00
Drive time. Shoot curb stops for GIS.				
Clasemann, Michael P	4/14/2021	6.50	115.00	\$747.50
GPS water service valves for GIS updates.				
Land Surveyor III				
Oetliker, Peter G	1/12/2021	.25	165.00	\$41.25
survey request to locate water GVs				
Oetliker, Peter G	3/8/2021	.25	165.00	\$41.25
request to survey curb stops				
Oetliker, Peter G	3/9/2021	.50	165.00	\$82.50
request to survey curbstops on 3/17; PM				
Totals		36.75		\$4,415.75
				\$4,415.75

14 - GIS Total: \$4,415.75

## 15 - Planning Services

## Professional Services

	Date	Hours	Rate	Amount
<b>Administrative Assistant</b>				
Anderson, Lisa K	10/28/2021	.50	73.00	\$36.50
Reports				
Stade, Sarah A	8/11/2021	.25	73.00	\$18.25
Scanned in drawings				
Stade, Sarah A	8/17/2021	1.00	73.00	\$73.00
mailed letters for sobla				
Stade, Sarah A	9/2/2021	1.00	73.00	\$73.00
meeting minutes for planning meeting				
<b>Architectural Designer</b>				
Fox, Thomas N	3/2/2021	1.00	115.00	\$115.00
minutes from P&Z meeting				
Hermes, Ryan S	3/26/2021	3.50	115.00	\$402.50
Lonestone Park Exhibit and Changes				
Hermes, Ryan S	8/18/2021	1.50	115.00	\$172.50
create and plot zoning map				
Hermes, Ryan S	8/23/2021	1.00	115.00	\$115.00
county 10 Development				
<b>Engineer III</b>				
Britton, Craig N	7/7/2021	1.50	165.00	\$247.50
Possible Developments Discussion and Research				
Britton, Craig N	7/9/2021	1.00	165.00	\$165.00
Gjere Subdivision Discussion				
Britton, Craig N	7/12/2021	1.50	165.00	\$247.50
Gjere Subdivision Review				
Britton, Craig N	7/14/2021	1.00	165.00	\$165.00
Gjere Subdivision Review				
Britton, Craig N	7/21/2021	.50	165.00	\$82.50
Gjere Subdivision				
Britton, Craig N	7/22/2021	.50	165.00	\$82.50
Gjere Subdivision				
Britton, Craig N	7/28/2021	1.00	165.00	\$165.00
Review Letter - Mill Creek Overlook				
Britton, Craig N	7/29/2021	1.00	165.00	\$165.00
Review Letter - Gjere Addition				
Britton, Craig N	8/9/2021	1.00	165.00	\$165.00
Gjere Subdivision				
Britton, Craig N	8/13/2021	.50	165.00	\$82.50
Gjere Subdivision				
Britton, Craig N	8/20/2021	.50	165.00	\$82.50
Gjere Subdivision				
Britton, Craig N	9/23/2021	1.00	165.00	\$165.00
Mill Creek Overlook				
Britton, Craig N	9/27/2021	1.00	165.00	\$165.00
Mill Creek Overlook Discussion, Meeting in Chatfield				
Britton, Craig N	10/29/2021	1.00	165.00	\$165.00
Gjere Addition - Preconstruction Meeting				
Meier, Daren J	9/16/2021	1.50	165.00	\$247.50
cost estimate				



## Geographer I

Graner, Brianna L	6/30/2021	1.00	115.00	\$115.00
Zoning Layer Creation				
Graner, Brianna L	7/2/2021	1.50	115.00	\$172.50
Zoning Layer Creation and send over to Logan for question area review				
Graner, Brianna L	7/20/2021	1.50	115.00	\$172.50
Chatfield zoning edits as requested by Logan T				
Graner, Brianna L	7/21/2021	4.00	115.00	\$460.00
Chatfield Zoning edits as Requested by Logan				
2015 Zoning Map Edits (2 sizes)				
2021 Zoning Map Edits (2 Sizes)				
2021 PARCEL CHANGE for PIN #260231000- Map creation and send out to Logan				

## Geographer III

Reineke, Mark T	2/22/2021	1.00	165.00	\$165.00
P&Z request; update parcel datasets				
Reineke, Mark T	6/25/2021	1.00	165.00	\$165.00
Zoning data review for Logan				
Reineke, Mark T	6/28/2021	1.00	165.00	\$165.00
Zoning map updates; prep Brianna and review 2015 data w/ City's GIS data				
Reineke, Mark T	7/22/2021	.25	165.00	\$41.25
Zoning review for Logan/Brianna				

## Land Surveyor III

Oetliker, Peter G	4/23/2021	1.00	165.00	\$165.00
easement research for 410 Burr Oak Ave NE				
Oetliker, Peter G	9/8/2021	.50	165.00	\$82.50
easement research TERMAR SECOND ADDITION (for Logan)				
Oetliker, Peter G	9/13/2021	1.00	165.00	\$165.00
Tanyen Holdings easement research				

## Project Manager III

Tjossem, Logan D	1/6/2021	6.00	165.00	\$990.00
In office visit,				
Tjossem, Logan D	1/13/2021	2.00	165.00	\$330.00
Permits for 603 Winona Street, 516 Grove Street, 8 Southview Dr NE, the dodge report updated on server, coordination with Josh Broadwater regarding shop office permit,				
Tjossem, Logan D	1/15/2021	1.00	165.00	\$165.00
Follow up with Josh Broadwater and CMS regarding permit, permit record keeping coordination with CMS				
Tjossem, Logan D	1/20/2021	5.00	165.00	\$825.00
In office, Margo Touhy Site Visit, B-1 Discussion with Joel and Chris, Strategic Plan discussion with Joel and Chris, Furnace permit, and various other correspondences.				
Tjossem, Logan D	1/27/2021	4.50	165.00	\$742.50
Office visit on site, discussions with Joel and Chris, site inspection of Twiford Street, Planning Commission Cancellation emails and correspondence,				
Tjossem, Logan D	2/3/2021	4.00	165.00	\$660.00
Office Visit, discussion with Chris and Joel regarding Chatfield developments, Tuohy CUP, Burr Oak extension and Manufactured Home Park, various phone calls, Twiford Street site drive by, and emails.				
Tjossem, Logan D	2/11/2021	3.50	165.00	\$577.50
Office Visit, coordination with Chris and Joel on projects and process, Tuohy Conditional Use Permit, Hilltop 3rd Final Plat coordination				
Tjossem, Logan D	2/17/2021	4.50	165.00	\$742.50
In office visit, review and coordination with Joel and Chris, Manufactured Home Park CUP review, Tuohy CUP public hearing notice, Hilltop Third Final Plat public hearing notice, responses to general questions and a furnace permit..				
Tjossem, Logan D	2/24/2021	4.50	165.00	\$742.50
In the office, Planning Commission Meeting prep, discussions with Chris and Joel,				

Tjossem, Logan D	3/3/2021	1.00	165.00	\$165.00
Worked on setting up computer with Marco				
Tjossem, Logan D	3/4/2021	4.00	165.00	\$660.00
General emails and correspondences, project management and follow up, Employee Appreciation Bingo event,				
Tjossem, Logan D	3/5/2021	3.50	165.00	\$577.50
General emails and correspondences, project management and follow up,				
Tjossem, Logan D	3/10/2021	4.50	165.00	\$742.50
Office visit, coordination with Joel and Chris on the Arts Center, Response to Tiffani with IHB, Mitchell Hoover Fence Permit, Tuohy CUP follow up with Architect, address issue at 226 Main Street South,				
Tjossem, Logan D	3/17/2021	4.50	165.00	\$742.50
Office Visit, correspondences with Chris and Joel regarding various projects in the City of Chatfield, two single family house permits, Fence Requirements correspondence and permit for Mitchell Hoover, Touhy CUP, addressing for two separate properties				
Tjossem, Logan D	3/24/2021	5.50	165.00	\$907.50
In office, follow up emails and correspondences, 15 Third Street Permit review, Grant Assistance correspondence,				
Tjossem, Logan D	3/31/2021	3.50	165.00	\$577.50
Worked from home doing Chatfield items: addressing concerns and follow up, correspondences, Planning Commisison Agenda, year end reports for permitting and CUP's.				
Tjossem, Logan D	4/7/2021	3.50	165.00	\$577.50
In office, permitting and discussions with Joel and Chris, drive by site visit of proposed development by Mill Creek Park, follow up emails and correspondences				
Tjossem, Logan D	4/13/2021	.50	165.00	\$82.50
Noah Fenske Chicken Permit and follow up				
Tjossem, Logan D	4/14/2021	2.00	165.00	\$330.00
Worked remotely from Widseth office, permitting, follow up emails and correspondences.				
Tjossem, Logan D	4/16/2021	1.00	165.00	\$165.00
Permitting and correspondences				
Tjossem, Logan D	4/19/2021	.50	165.00	\$82.50
Correspondence with Von Peterson regarding Tuohy CUP, Mik Barnard on the Storage Trailer,				
Tjossem, Logan D	4/20/2021	1.00	165.00	\$165.00
Permits for 120 7th Street, Correspondence with Ed Harris regarding the pole barn structure at the school, Mike Bernard Storage Container questions and correspondences,				
Tjossem, Logan D	4/22/2021	2.00	165.00	\$330.00
213 Division Street NE - Mitchell Hoover Fence Permit, Permit 21-20 follow up, 28 Burr Oak Ave 21-15 update, Mike Bernard Storage Trailer response and coordination,				
Tjossem, Logan D	4/30/2021	1.00	165.00	\$165.00
Follow up and correspondence with Joel and Craig, Quarterly Reports and Monthly Building Statistics through April.				
Tjossem, Logan D	6/21/2021	.75	165.00	\$123.75
Chatfield Mobile Home Village Internal Discussion and discussion with Chris Barber				
Tjossem, Logan D	6/23/2021	.50	165.00	\$82.50
Permitting review with Joel regarding a shed and habitat for humanity's property regarding a townhome.				
Tjossem, Logan D	6/28/2021	1.00	165.00	\$165.00
Research, analysis and response to Harvey Fredrichs regarding painting company, general emails and responses				
Tjossem, Logan D	6/30/2021	.50	165.00	\$82.50
Coordination with Joel and Planning Commission Members, Review of the Martin Garage permit, and general emails				
Tjossem, Logan D	7/2/2021	.75	165.00	\$123.75
Martin Permit #21-27, Johnson Permit #21-29, review of Ebner permit #21-38				
Tjossem, Logan D	7/6/2021	.50	165.00	\$82.50
Detached Garage Permit for Ebner #21-38 (.50),				
Tjossem, Logan D	7/7/2021	1.25	165.00	\$206.25
Development discussion with Joel, Chris and Craig regarding multiple developments in Chatfield. Fence Permit (.25)				
Tjossem, Logan D	7/9/2021	1.50	165.00	\$247.50
Meeting with Soglas, Mark Welch, and Craig regarding townhome, single family, and hotel development (1). Deck permit for the Lange residence #21-40 (.25). Pope and Young interior remodel (.25).				

Tjossem, Logan D	7/13/2021	1.50	165.00	\$247.50
General emails, correspondences and zoning review with Joel and Chris regarding Enterprise Drive Small Engine Repair, Mike Bernard's Oil Property, and permitting				
Tjossem, Logan D	7/15/2021	5.50	165.00	\$907.50
Correspondence with Mark Welch regarding Mill Creek and the Gjere Property, application review and coordination, Mailings and notification, review, coordination and follow up regarding new Vet Office, Coordination with Mike Bernard and preperation of a site plan,				
Tjossem, Logan D	7/16/2021	1.50	165.00	\$247.50
Coordination with Mike Sogla regarding GDP and Re Zone Submittals, coordination with Sarah regarding notification letters, follow up with new Vet Office,				
Tjossem, Logan D	7/19/2021	2.00	165.00	\$330.00
Review, follow up and correspondence with Chris G., Joel and various citizens, review and coordination on the updated Zoning Map, follow up with the Fillmore County Journal on notifications for the 8/2 Planning Commission Meeting, sign permit at 404 Main Street S				
Tjossem, Logan D	7/20/2021	2.00	165.00	\$330.00
Review, follow up and correspondence with Chris G., Joel and various citizens, review and coordination on the updated Zoning Map, Chatfield VPN reconnection, review and coordination with referral agencies for public hearings, coordination with CMS on permit questions, follow up answers to questions regarding the public hearing,				
Tjossem, Logan D	7/21/2021	2.00	165.00	\$330.00
Review and follow up with citizens questions regarding public hearing items, Center for the arts rezone exhibit and updated zoning map correspondences, new proposed Vet office research and coordination,				
Tjossem, Logan D	7/22/2021	1.00	165.00	\$165.00
Vet office research, analysis and coordination with Joel and Chris, 404 Main Street S sign permit,				
Tjossem, Logan D	7/23/2021	.50	165.00	\$82.50
Vet office research, analysis and coordination with Dr. Seckerson, 404 Main Street S sign permit coordination with manufacturer and CMS				
Tjossem, Logan D	7/26/2021	1.50	165.00	\$247.50
Coordination with Kay on Website review, Follow up and coordination with permit #21-14, #21-43, a sign permit at 404 Main Street S, #21-39, Planning Commission Agenda and Staff Report				
Tjossem, Logan D	7/27/2021	2.00	165.00	\$330.00
Planning Commission Staff Report for Mill Creek Overlook GDP and Amendment				
Tjossem, Logan D	7/28/2021	5.00	165.00	\$825.00
Permit #21-43, a sign permit at 404 Main Street S, and #21-39. Planning Commission Staff Report for Mill Creek Overlook GDP, Amendment, Staff Report for Gjere Addition GDP, Amendment and Pre Plat				
Tjossem, Logan D	7/29/2021	4.50	165.00	\$742.50
Planning Commission Staff Report for Mill Creek Overlook GDP, Amendment, Staff Report for Gjere Addition GDP, Amendment and Pre Plat, staff report sent to Planning Commission members and applicants.				
Tjossem, Logan D	8/2/2021	3.50	165.00	\$577.50
Planning Commission Meeting Preparation, Meeting correspondence with Wayne and Commission members on public hearing process, Power Point Presentation,				
Tjossem, Logan D	8/4/2021	3.00	165.00	\$495.00
Staff Memo and resolution for Council regarding the Gjere Addition and Mill Creek Overlook, Cenex Sign Permit coordination, coordination with Mark W. and Mike S regarding application deadlines, coordinatino with Terry B (Commission Member) regarding the Mixed Use District,				
Tjossem, Logan D	8/5/2021	2.00	165.00	\$330.00
Follow up and clarification on resolutions for Council, Cenex sign permit follow up,				
Tjossem, Logan D	8/12/2021	2.00	165.00	\$330.00
Emails and permits, #21-46, Gjere Addition CUP Application review, 404 Main Street S follow up and correspondence				
Tjossem, Logan D	8/13/2021	1.50	165.00	\$247.50
Email correspondences and follow up, Gjere Addition CUP Public Notice, Cenex Sign Permit correspondence				
Tjossem, Logan D	8/16/2021	1.00	165.00	\$165.00
Gjere Addition CUP notice of public hearing, response to Mr. Reisner regarding Variance request,				
Tjossem, Logan D	8/17/2021	1.50	165.00	\$247.50
Response to Mike Bernard regarding Bernard Oil Site, Reviewed permit #21-47, #21-48, #21-49, Vet Office correspondence,				

Tjossem, Logan D	8/18/2021	1.00	165.00	\$165.00
Weekly Touch Down meeting with Joel and Chris,				
Tjossem, Logan D	8/19/2021	.50	165.00	\$82.50
Review Ordinance Language from the Cit Attorney regarding the Gjere Addition and Mill Creek Overlook Zone Changes				
Tjossem, Logan D	8/25/2021	1.00	165.00	\$165.00
Weekly touch down meeting with Joel and Chris,				
Tjossem, Logan D	8/30/2021	.50	165.00	\$82.50
Coordination with Alfonso Burton regarding 307 Ave B NE Twin Home, general emails and correspondences				
Tjossem, Logan D	9/1/2021	1.00	165.00	\$165.00
Email and correspondences with Desiree, coordination with Claude C. regarding three properties for the potential of a detached garage,				
Tjossem, Logan D	9/2/2021	1.50	165.00	\$247.50
Planning Commission Meeting staff report and minutes,				
Tjossem, Logan D	9/3/2021	.75	165.00	\$123.75
Coordination with Desiree regarding 17107 Hilltop Lane Deck permit and issuance of the permit.				
Tjossem, Logan D	9/7/2021	1.00	165.00	\$165.00
Planning Commission Meeting (1 hour meeting), Prep and Travel Time (2 hours)				
Tjossem, Logan D	9/8/2021	.25	165.00	\$41.25
AC Permit for 220 7th Street SE, Easement Follow up for Termar Second Addition,				
Tjossem, Logan D	9/13/2021	.25	165.00	\$41.25
Follow up with Erin Grammas, LHB, Inc. for the Center for the Arts permit				
Tjossem, Logan D	9/14/2021	1.00	165.00	\$165.00
Touch down meeting with Chris				
Tjossem, Logan D	9/15/2021	1.00	165.00	\$165.00
County 10 Property research and analysis with densities				
Tjossem, Logan D	9/17/2021	1.00	165.00	\$165.00
Randy Bates easement research and coordination on property with a 100 ft. easement. Sign Permit information sent to Chad Herbers with LaCross Sign for the Chosen Valley Care Center.				
Tjossem, Logan D	9/20/2021	.50	165.00	\$82.50
Meeting with HAS Capital, Joel, Chris and Craig. Joel and I met for a bit afterwards as well (30 minutes).				
Tjossem, Logan D	9/27/2021	.25	165.00	\$41.25
Coordination with Craig and Vernon Swing regarding the Traffic Study for Twifford				
Tjossem, Logan D	9/29/2021	1.00	165.00	\$165.00
Weekly touch down with Joel and Chris				
Tjossem, Logan D	10/4/2021	1.00	165.00	\$165.00
Coordination with Brad V. with GGG regarding Habitat for Humanity's House Plan and layout				
Tjossem, Logan D	10/6/2021	1.00	165.00	\$165.00
Touch Down meeting with Chris to discuss Chatfield Projects				
Tjossem, Logan D	10/11/2021	1.00	165.00	\$165.00
Building Permit for a new home at 468 Amco Lane SE, correspondence with Chris G. regarding new residential subdivision				
Tjossem, Logan D	10/12/2021	1.50	165.00	\$247.50
2103 Margaret Street Deck Permit, Coordination regarding permit #21-54, discussion and follow up with Vernon Swing regarding Traffic Study proposal				
Tjossem, Logan D	10/13/2021	1.00	165.00	\$165.00
Touchdown meeting with Joel and Chris				
Tjossem, Logan D	10/14/2021	2.00	165.00	\$330.00
Alesha Swift court appearance prep for violations				
Tjossem, Logan D	10/15/2021	.25	165.00	\$41.25
Coordination with Julie Sogla on next steps for the hotel.				
Tjossem, Logan D	10/18/2021	2.00	165.00	\$330.00
Zoning Map update, SE Mechanical Fence Permit, Center for the Arts Demo Permit correspondence with Bolander, Coordination with City Attorney regarding Swift violation				

Tjossem, Logan D	10/19/2021	1.00	165.00	\$165.00
Planning Commission Minutes, Building Permit Application for 1104 John and Mary Drive, Marco Support for password change to access server, Address for George Haven Wall,				
Tjossem, Logan D	10/28/2021	2.50	165.00	\$412.50
Gjere Addition coordination with Brad V., Dundore Fence permit, Planning Commission Meeting Cancellation,				
Technician III				
Stevens, Benjamin J	2/3/2021	1.25	115.00	\$143.75
check acres for sac and wac, parkland fees				
Stevens, Benjamin J	3/23/2021	1.50	115.00	\$172.50
lonestone park exhibit, air photo, etc.				
Stevens, Benjamin J	3/24/2021	.75	115.00	\$86.25
lonestone park				
Stevens, Benjamin J	7/27/2021	2.00	115.00	\$230.00
review legals for rezone				
Totals		192.50		\$30,484.50
				\$30,484.50

15 - Planning Services Total:

\$30,484.50

Backup Total \$41,537.25