

CITY OF CHATFIELD COMMON COUNCIL
AGENDA
July 11, 2022 7:00 P.M

- I. Chatfield City Council – July 11, 2022 – 7:00 p.m. – City Council Chambers
1. Consent Agenda:
 - A. Approval of minutes of prior meetings.
 - B. Approve payment of claims.
 - C. Approve one-step pay increase to Grade 4, Step 3 on employment anniversary of Julie Elder.
 - D. Approve one-step pay increase to Grade 8, Step 2 on employment anniversary of Beth Carlson.
 - E. Accept donation of \$5,000 from Chatfield Booster Club to benefit Western Days.
 - F. Authorize \$5,000 payment to Western Days Inc. for services rendered during Western Days.
 - G. Accept donation of \$10,000 from Firefighter’s Activities Association to benefit the truck and equipment fund.
 2. Public Hearing – Establishment of TIF District 3-5.
 3. Adopt Resolution to Establish TIF District 3-5.
 4. City Engineer’s Report – Craig Britton
 - A. 2022 Water Project Change Order #1.
 5. S.C.S. Report:
 - A. Crackfilling Proposal.
 6. Committee Reports:
 - A. Personnel-Budget Committee
 - B. Public Works Committee
 7. Mayor’s Report:
 8. Clerk’s Report:
 - A. Notice of Filing Dates
 - B. Approve slate of election judges
 - C. Authorize Mayor and City Clerk to sign Park Grant contract.
 9. Roundtable
 10. Adjourn.
 11. Meeting Notices:
 - A. Personnel / Budget Committee (Councilors Novotny & Urban) 4:30 p.m.
 - B. Public Works Committee (Councilors Novotny & Urban) 5:30 p.m.
 - C. Public Services Committee (Councilors Bluhm & Frank) 4:15 p.m. July 12.

**CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES**

Monday, June 27, 2022

The Common Council of the City of Chatfield met in regular session on Monday, June 27, 2022. Mayor Russ Smith presided and called the regular meeting to order at 7:00 PM

Members Present: Councilor Paul Novotny, Councilor Mike Urban, Mayor Russ Smith, Councilor Dave Frank, and Councilor Pam Bluhm.

Members absent: Councilor Josh Broadwater.

Others Present: Lynda Karver, Karen Reisner, Craig Britton, Shane Fox, Beth Carlson, Gretchen Lovejoy-Mensink, and Joel Young.

Consent Agenda

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

1. Approval of June 13, 2022 Meeting Minutes
2. Approve payment of claims
3. Approve raffle permit for St. Mary Catholic Church, August 14, 2022
4. Approve temporary liquor license to Firefighters Activities Association August 12-14
5. Approve payment of \$7,500 to Regional Transportation Organization
6. Approve Olmsted County Maintenance Agreement

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

Nays: None

Absent: Councilor: Broadwater

Motion carried.

City Engineer Report

No Report

S.C.S.

No Report

Committee Reports

Public Services Committee

Councilors Bluhm and Frank were in attendance. A proposal for an ordinance regulating the use of golf carts/recreational vehicles was discussed.

Committee of the Whole

Mayor Smith and Councilors Novotny, Urban, Frank, and Bluhm were in attendance. The topic of discussion was the possibility of changing the garbage collection system from the bag system to a cart

system. Alley access, cart size, and impact on the city-wide clean-up were some of the issues discussed. Public Services Committee will sort through details and bring a recommendation to council.

Mayor's Report

Mayor Smith warned people about the wild parsnip growing in the ditches. Learn what it and stay away from it.

Clerk's Report

Approve updated Investment Policy

Councilor Pam Bluhm entered a motion, with a second by Councilor Mike Urban, to approve the updated Investment Policy.

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

Nays: None

Absent: Councilor: Broadwater

Motion carried.

Park Grant Received

The FY23 Outdoor Recreation Grant Program selected our application for funding. The anticipated amount of funding is \$77,000. The grant will help fund putting a pedestrian bridge across Mill Creek in Groen Park.

Roundtable

Councilor Urban offered thanks for the hard work that went into getting the grant money.

Councilor Bluhm stated that she and Joel Young were able to attend LMC's annual conference. It was informative and she thanked the council for the opportunity.

Adjourn

Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank, to adjourn at 7:06 pm.

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

Nays: None

Absent: Councilor: Broadwater

Motion carried.

Russ Smith, Mayor

Beth Carlson, Deputy Clerk



City of Chatfield

Batch Listing - Unposted Summary

Current Period: June 2022

2022 06ADM05

06/28/22 8:29 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor TASC						
111917	IN2427	E 100-41500-310	City Clerk	Other Professional Servic	\$15.00	COBRA - ADMINISTRATION FEE
111918	06/23/2	G 910-21714			\$0.08	FSA - EmpE - SCHMIEDEBERG - ROUN
Vendor TASC					\$15.08	
Batch Name 2022 06ADM05					\$15.08	
					\$15.08	

([BatchID] in (17583))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: June 2022

2022 06 UBPOST

07/01/22 7:27 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor ROOT RIVER STATE BANK						
111919	06/30/2	E 100-41500-310	City Clerk	Other Professional Servic	\$108.00	INT BANKING CHARGES 70 + 23 + 15
Vendor ROOT RIVER STATE BANK					\$108.00	
Vendor UNITED STATES POSTAL SERVICE						
056635	491325	E 603-49500-322	Refuse/Garbage (Postage	\$86.47	UTIL BILL POSTAGE ALLOC
	491325	E 602-49450-322	Sewer (GENERAL)	Postage	\$312.72	UTIL BILL POSTAGE ALLOC
	491325	E 601-49400-322	Water Utilities (GE	Postage	\$99.17	UTIL BILL POSTAGE ALLOC
Vendor UNITED STATES POSTAL SERVICE					\$498.36	
Batch Name 2022 06 UBPOST					\$606.36	
					\$606.36	

([BatchID] in (17592))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: June 2022

2022 07 AUGDS

07/07/22 9:11 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor BANK OF ZUMBROTA						
2016B		E 336-47000-611	Debt Service (GEN	Bond Interest	\$3,206.38	
					<u>\$3,206.38</u>	
Vendor BANK OF ZUMBROTA						
Vendor F & M COMMUNITY BANK						
8/1/202		E 338-47000-611	Debt Service (GEN	Bond Interest	\$4,161.00	2017A
8/1/202		E 342-47000-610	Debt Service (GEN	Interest	\$2,520.00	2019A GO TAX ABATEMENT
					<u>\$6,681.00</u>	
Vendor F & M COMMUNITY BANK						
Vendor MIENERGY COOPERATIVE						
8/1/202		E 339-47000-601	Debt Service (GEN	Debt Srv Bond Principal	\$15,000.00	2017B GO
					<u>\$15,000.00</u>	
Vendor MIENERGY COOPERATIVE						
Vendor NORTHLAND SECURITIES						
18A 05/		E 340-47000-620	Debt Service (GEN	Fiscal Agent s Fees	\$495.00	2018A FISCAL AGENT FEE
12A 05/		E 332-47000-611	Debt Service (GEN	Bond Interest	\$8,442.50	2012A INTEREST
14A 05/		E 334-47000-620	Debt Service (GEN	Fiscal Agent s Fees	\$495.00	2014A FISCAL AGENT FEE
16A 05/		E 335-47000-611	Debt Service (GEN	Bond Interest	\$33,200.00	2016A INTEREST
14A 05/		E 334-47000-611	Debt Service (GEN	Bond Interest	\$6,243.75	2014A INTEREST
18A 05/		E 340-47000-610	Debt Service (GEN	Interest	\$61,350.00	2018A INTEREST
					<u>\$110,226.25</u>	
Vendor NORTHLAND SECURITIES						
Batch Name 2022 07 AUGDS					<u>\$135,113.63</u>	
					<u>\$135,113.63</u>	

([BatchID] in (17517))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2022

2022 07 TIF OC

07/07/22 9:11 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor CABIN COFFEE						
		E 359-46619-324	Cabin Coffee TIF	Reimbursement	\$3,517.19	90% PAYOUT OF OC SETTLEMENT 3,9
Vendor CABIN COFFEE					\$3,517.19	
Vendor CHATFIELD EDA						
		E 359-46619-323	Cabin Coffee TIF	Administration Expense	\$190.80	TIF 2-6/CABIN COFFEE 10% MAX
Vendor CHATFIELD EDA					\$190.80	
Batch Name 2022 07 TIF OC					\$3,707.99	
					\$3,707.99	

([BatchID] in (17632))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2022

2022 07ADM01

07/05/22 3:10 PM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor MN REVENUE						
111921	1-929-1	E 100-45124-437	Swimming Pools -	Sales Tax - Purchases	\$2,726.00	7316521 POOL SALES & ADM
	1-929-1	E 601-49400-437	Water Utilities (GE	Sales Tax - Purchases	\$36.00	7316521 WTR TWR LEASE SALES
	1-929-1	E 603-49500-436	Refuse/Garbage (Sales Tax	\$1,146.00	7316521 GARBAGE TAX
111922	1-015-6	E 601-49400-437	Water Utilities (GE	Sales Tax - Purchases	\$729.00	7316503 QTRLY WTR
Vendor MN REVENUE					\$4,637.00	
Vendor PRIORITY PAYMENT SYSTEMS						
111920	6/30/20	E 100-45124-323	Swimming Pools -	Administration Expense	\$1,144.39	CC PROCESSING FEES
Vendor PRIORITY PAYMENT SYSTEMS					\$1,144.39	
Batch Name 2022 07ADM01					\$5,781.39	
					\$5,781.39	

([BatchID] in (17618))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2022

2022 07ADM02

07/07/22 9:13 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor REVTRAK JETPAY						
111923	JUN 20	E 602-49450-323	Sewer (GENERAL)	Administration Expense	\$719.25	2022 ADMIN FEE ALLOC 62.75%
	JUN 20	E 603-49500-323	Refuse/Garbage (Administration Expense	\$198.87	2022 ADMIN FEE ALLOC 17.35%
	JUN 20	E 614-49840-323	Cable TV (GENER	Administration Expense	\$3.49	ADMIN FEE ALLOC
	JUN 20	E 230-42270-323	Ambulance	Administration Expense	\$51.43	ADMIN FEE ALLOC
	JUN 20	E 100-42400-323	Building Inspectio	Administration Expense	\$2.77	ADMIN FEE ALLOC
	JUN 20	E 100-45200-323	Parks (GENERAL)	Administration Expense	\$1.05	ADMIN FEE ALLOC
	JUN 20	E 100-42700-323	Animal Control - L	Administration Expense	\$2.97	ADMIN FEE ALLOC
	JUN 20	E 601-49400-323	Water Utilities (GE	Administration Expense	\$228.10	2022 ADMIN FEE ALLOC 19.90%
Vendor REVTRAK JETPAY					\$1,207.93	
Batch Name 2022 07ADM02					\$1,207.93	
					\$1,207.93	

([BatchID] in (17625))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2022

2022 07FA01

07/07/22 9:10 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor ANDY OCONNOR						
4		E 614-49840-302	Cable TV (GENER	Contracted Help	\$1,250.00	CCTV ADMIN CONTRACT
Vendor ANDY OCONNOR					\$1,250.00	
Vendor AXON ENTERPRISE, INC.						
INUS07		E 100-42110-208	Police Administrati	Training and Instruction	\$310.00	15 FT CARTRIDGE
Vendor AXON ENTERPRISE, INC.					\$310.00	
Vendor BCA						
056636	24283	E 100-42110-320	Police Administrati	Communications (GENER	\$75.00	DMT-G RECERT # 8268 KEIGLEY
	000007	E 100-42110-320	Police Administrati	Communications (GENER	\$350.00	ANNUAL CJDN
Vendor BCA					\$425.00	
Vendor BOB THE BUG MAN, LLC						
39871		E 100-41940-403	Municipal Building	Prev. Maint. Agreements	\$130.00	CITY HALL 4X EXTERIOR
Vendor BOB THE BUG MAN, LLC					\$130.00	
Vendor CEDA						
JUNE 3		E 240-46500-310	Economic Dev (GE	Other Professional Servic	\$11,570.00	ECONOMIC DEV SUPPORT SERVICES
Vendor CEDA					\$11,570.00	
Vendor CHATFIELD CENTER FOR THE ARTS						
JUL 202		E 250-46630-310	Community Dev -	Other Professional Servic	\$3,333.33	EDA & CCA MONTHLY LEASE 09/2021-0
Vendor CHATFIELD CENTER FOR THE ARTS					\$3,333.33	
Vendor CHOSEN VALLEY GOLF COURSE						
SYSCO		E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$104.20	SWIMMING POOL PRETZELS
Vendor CHOSEN VALLEY GOLF COURSE					\$104.20	
Vendor CITY OF CHATFIELD						
RES 22.		E 100-46630-490	Community Dev -	Donations to Civic Org s	\$7,500.00	SE MN TOGETHER TMO PROJECT (FU
Vendor CITY OF CHATFIELD					\$7,500.00	
Vendor DAMON LUECK						
1165		E 614-49840-302	Cable TV (GENER	Contracted Help	\$1,250.00	10/2021-08/2022 CCTV TECH COORD
Vendor DAMON LUECK					\$1,250.00	
Vendor DEED						
EZ II JU		E 361-46620-610	Revolving Loan Fu	Interest	\$105.38	#CDAP-13-0031-H-FY14 CHAT EDA/EZ
EZIV JU		E 361-46620-610	Revolving Loan Fu	Interest	\$63.78	CDAP-18-0018-H-FY19 EZ FABIV
EZIV JU		E 361-46620-600	Revolving Loan Fu	Debt Srv Principal (GENE	\$654.41	CDAP-18-0018-H-FY19 EZ FABIV
EZ II JU		E 361-46620-600	Revolving Loan Fu	Debt Srv Principal (GENE	\$1,867.13	#CDAP-13-0031-H-FY14 CHAT EDA/EZ
Vendor DEED					\$2,690.70	
Vendor EXPRESS PRESSURE WASHERS, INC.						
I-12679		E 221-42280-580	Fire Department *	Cap. Outlay-Other Equip	\$4,013.64	PRESSURE WASHER
Vendor EXPRESS PRESSURE WASHERS, INC.					\$4,013.64	
Vendor FILLMORE COUNTY TREASURER						
JUNE 2		E 100-41500-310	City Clerk	Other Professional Servic	\$4,000.00	2022 ASSESSMENT WORK
Vendor FILLMORE COUNTY TREASURER					\$4,000.00	
Vendor FIRE SAFETY USA, INC						
160729		E 220-42280-404	Fire Department *	Repairs/Maint Equipment	\$550.00	TNT CUTTER REPAIR
Vendor FIRE SAFETY USA, INC					\$550.00	
Vendor GRANICUS						
153456		E 100-41500-438	City Clerk	Internet Expenses	\$121.56	ENCODING SOFTWARE



City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2022

2022 07FA01

07/07/22 9:10 AM

Page 2

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	153456	E 100-41500-438	City Clerk	Internet Expenses	\$273.48	OPEN PLATFORM SUITE
	153456	E 100-41500-438	City Clerk	Internet Expenses	\$528.69	MEETING EFFICIENCY SUITE
	153456	E 100-41500-438	City Clerk	Internet Expenses	\$57.90	UPGRADE TO SDI 720P
	153456	E 100-41500-438	City Clerk	Internet Expenses	\$534.85	GOV TRANSPARENCY SUITE
Vendor GRANICUS					<u>\$1,516.48</u>	
Vendor JACS BAR & GRILL						
	SYSCO4	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$98.90	SWIMMING POOL - SOFT PRETZELS
Vendor JACS BAR & GRILL					<u>\$98.90</u>	
Vendor JETTER CLEAN LLC						
	RL1561	E 250-46630-404	Community Dev -	Repairs/Maint Equipment	\$600.00	NEW LINE - CHATFIELD PO#21182 CO
Vendor JETTER CLEAN LLC					<u>\$600.00</u>	
Vendor MAYO CLINIC						
	22-577	E 230-42270-415	Ambulance	Medical Services	\$411.35	PARAMEDIC INTERCEPT
Vendor MAYO CLINIC					<u>\$411.35</u>	
Vendor MIDWEST MACHINERY CO.						
	915459	E 100-45200-240	Parks (GENERAL)	Small Tools and Minor E	\$16.17	SWITCH
Vendor MIDWEST MACHINERY CO.					<u>\$16.17</u>	
Vendor MYRECDEPT.COM						
	032160	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$903.40	CARD TAG COMBO
Vendor MYRECDEPT.COM					<u>\$903.40</u>	
Vendor NOVOTNY LAW OFFICE, LTD.						
	2310	E 100-42110-304	Police Administrati	Legal Fees	\$888.00	CITY PROSECUTION - 2ND QTR
Vendor NOVOTNY LAW OFFICE, LTD.					<u>\$888.00</u>	
Vendor PATHFINDER CRM, LLC						
	222016	E 100-46323-310	Heritage Preservat	Other Professional Servic	\$3,250.00	HPC CONSULT SERV - 2022 3 QTR
Vendor PATHFINDER CRM, LLC					<u>\$3,250.00</u>	
Vendor PEPSI						
	935140	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$260.00	POOL CONCESSIONS
	934793	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$567.00	POOL CONCESSIONS
Vendor PEPSI					<u>\$827.00</u>	
Vendor PETTY CASH - CITY						
	AMY70	E 900-49990-811	Memo Fund	Pass Through Account	\$60.00	ADMIN CHECK - AMY CHK FOR LESSO
Vendor PETTY CASH - CITY					<u>\$60.00</u>	
Vendor SUNSHINE FOODS						
	001042	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$40.47	CONCESSIONS - IC SAND - PRETZELS
	002011	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$16.60	CONCESSIONS - POOL PRETZELS
	002018	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$52.06	CONCESSIONS - IC PRETZELS
	001000	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$18.45	CONCESSIONS - POOL PRETZELS
Vendor SUNSHINE FOODS					<u>\$127.58</u>	
Vendor TK ELEVATOR CORPORATION						
		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$4,433.02	50% FLOOR LOCKOUT
Vendor TK ELEVATOR CORPORATION					<u>\$4,433.02</u>	
Vendor US BANK ONE CARD						
	06-27-2	R 601-49400-3955	Water Utilities (GE		-\$1.92	JAN FEB MAR 2022 REBATE
	06-27-2	R 100-43100-3955	Street Maintenanc		-\$7.55	JAN FEB MAR 2022 REBATE
	06-27-2	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$10.00	CRAMERS CAR WASH



City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2022

2022 07FA01

07/07/22 9:10 AM

Page 3

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
06-27-2	R 211-45500-3955	Libraries (GENERA			-\$7.22	JAN FEB MAR 2022 REBATE
06-27-2	R 100-45124-3955	Swimming Pools -			-\$6.41	JAN FEB MAR 2022 REBATE
06-27-2	R 100-42700-3955	Animal Control - L			-\$2.25	JAN FEB MAR 2022 REBATE
06-27-2	R 220-42280-3955	Fire Department *			-\$10.95	JAN FEB MAR 2022 REBATE
06-27-2	R 100-45200-3955	Parks (GENERAL)			-\$22.96	JAN FEB MAR 2022 REBATE
06-27-2	E 100-41500-322	City Clerk	Postage		\$26.95	USPS - OVERNIGHT MAIL
06-27-2	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN		\$52.10	HYVEE - RETIREMENT
06-27-2	E 211-45500-560	Libraries (GENERA	Cap. Outlay-Furn. & Fix		\$1,168.00	SP MACLIN PLANTERS
06-27-2	R 230-42270-3955	Ambulance			-\$49.85	JAN FEB MAR 2022 REBATE
06-27-2	E 211-45500-433	Libraries (GENERA	Dues and Subscriptions		\$115.00	MN LIB ASSOC DUES
06-27-2	E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings		\$8.04	NAPA - ANT POISON
06-27-2	E 211-45500-211	Libraries (GENERA	Program Expenses		\$39.97	SUMMER READING
06-27-2	E 211-45500-591	Libraries (GENERA	Cap. Outlay-Magazines		\$25.00	THIS OLD HOUSE MAG
06-27-2	E 601-49400-322	Water Utilities (GE	Postage		\$5.10	USPS - WATER SAMPLE POSTAGE
06-27-2	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN		\$1,797.30	POOL CONCESSIONS
06-27-2	E 100-41500-433	City Clerk	Dues and Subscriptions		\$102.96	MCFOA DUES - YOUNG CARLSON
06-27-2	E 100-41500-309	City Clerk	Conference Expense		\$634.74	LMC CONF LODGING - YOUNG
06-27-2	E 100-41100-309	Legislative	Conference Expense		\$634.74	LMC CONF LODGING - BLUHM
06-27-2	R 100-42110-3955	Police Administrati			-\$0.85	JAN FEB MAR 2022 REBATE
06-27-2	R 602-49450-3955	Sewer (GENERAL)			-\$7.31	JAN FEB MAR 2022 REBATE
06-27-2	E 100-42110-435	Police Administrati	Licences, Permits and Fe		\$183.88	POST BOARD - BRADFORD FOX
06-27-2	R 100-41500-3955	City Clerk			-\$45.78	JAN FEB MAR 2022 REBATE
06-27-2	R 100-41100-3955	Legislative			-\$19.96	JAN FEB MAR 2022 REBATE
06-27-2	E 100-41410-430	Elections	Miscellaneous (GENERAL		\$186.73	ELECTION COFFEE & MEAL
06-27-2	E 100-42110-153	Police Administrati	Uniform Allowance		\$294.09	NIKE & UA - SCHMIEDEBERG
06-27-2	E 100-41100-430	Legislative	Miscellaneous (GENERAL		\$38.62	DQ - EMPLOYEE RETIREMENT
06-27-2	E 100-45124-240	Swimming Pools -	Small Tools and Minor E		\$27.40	POOL CONCESSION TOOLS
Vendor US BANK ONE CARD					\$5,167.61	
Vendor UTILITY REFUND						
179035	R 601-49400-9000	Water Utilities (GE			\$209.68	UTILITY REFUND - 609 MARGARET ST
Vendor UTILITY REFUND					\$209.68	
Vendor WESTERN DAYS, INC						
JULY 7,	E 900-49990-811	Memo Fund	Pass Through Account		\$5,000.00	2022 WD ACT EXPENSES - OFFSET TO
Vendor WESTERN DAYS, INC					\$5,000.00	
Vendor WIDSETH SMITH NOLTING & ASSOC.						
217533	E 601-49400-310	Water Utilities (GE	Other Professional Servic		\$510.42	2022-10159 1/3 GIS WATER
217533	E 602-49450-310	Sewer (GENERAL)	Other Professional Servic		\$510.42	2022-10159 1/3 GIS WW
217533	E 100-43100-310	Street Maintenanc	Other Professional Servic		\$510.41	2022-10159 1/3 GIS STREET
217940	E 601-49400-310	Water Utilities (GE	Other Professional Servic		\$411.50	2022-10159 1/3 GIS WATER
217941	E 443-43200-503	Construction Fund	Cap. Proj-Engineering Fe		\$446.00	2022-10196 2022 WTRIMPPROJ WCH
217939	E 443-43200-503	Construction Fund	Cap. Proj-Engineering Fe		\$6,131.00	2021-11946 2022WTRIMPPROJ RSV G
217940	E 100-43100-303	Street Maintenanc	Engineering Fees		\$582.50	2022-10038 10 CIVIL SERVICES
217940	E 601-49400-303	Water Utilities (GE	Engineering Fees		\$304.25	2022-10038 12 WATER MAIN
217942	E 443-43200-503	Construction Fund	Cap. Proj-Engineering Fe		\$536.00	2022-10310 2022WTRIMPPROJ BSTR
217940	E 100-41910-310	Planning and Zoni	Other Professional Servic		\$7,295.00	2022-10038 15 PLANNING
217940	E 100-43100-310	Street Maintenanc	Other Professional Servic		\$411.50	2022-10159 1/3 GIS STREET
217940	E 602-49450-310	Sewer (GENERAL)	Other Professional Servic		\$411.50	2022-10159 1/3 GIS WW
217940	E 100-43100-303	Street Maintenanc	Engineering Fees		\$0.00	2022-10038 13 STREETS
Vendor WIDSETH SMITH NOLTING & ASSOC.					\$18,060.50	
Vendor WIT BOYZ INC.						



City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2022

2022 07FA01

07/07/22 9:10 AM

Page 4

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	8972	E 220-42280-404	Fire Department *	Repairs/Maint Equipment	\$445.65	HOSES & FITTINGS
	8957	E 220-42280-404	Fire Department *	Repairs/Maint Equipment	\$360.00	INTAKE VALVE
Vendor WIT BOYZ INC.					\$805.65	
Vendor WM HANSON WASTE REMOVAL						
	31814	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$2,105.60	GARBAGE SERVICE - OC ENVIRON FEE
	31814	E 602-49450-384	Sewer (GENERAL)	Refuse/Garbage Disposal	\$151.63	GARBAGE SERVICE - WWTP
	31814	E 100-45200-384	Parks (GENERAL)	Refuse/Garbage Disposal	\$356.62	GARBAGE SERVICE - FIRE HALL
	31814	E 100-41940-384	Municipal Building	Refuse/Garbage Disposal	\$56.16	GARBAGE SERVICE - CITY HALL
	31814	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$2,544.20	GARBAGE SERVICE - FUEL SURCHARG
	31814	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$13,014.62	GARBAGE SERVICE - 1,181 P/U @ 11.
Vendor WM HANSON WASTE REMOVAL					\$18,228.83	
Batch Name 2022 07FA01					\$97,731.04	

Vendor AMAZON CAPITAL SERVICES, INC.

1XNG-1	E 100-41500-210	City Clerk	Operating Supplies (GEN	\$78.12	BROTHER HIGH YEILD BLK TONER
1XNG-1	E 100-41940-210	Municipal Building	Operating Supplies (GEN	\$59.98	ANGEL SOFT TOILET PAPER
17N9-7	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$9.99	CARE BAND WATERPROOF BANDAIDE
1XNG-1	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$87.95	FRUSHEEZ SLUSH MIX 1/2 GAL.
1XNG-1	E 100-41500-200	City Clerk	Office Supplies (GENERA	\$5.94	MR PEN 6INCH RULERS
17N9-7	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$39.96	CARE BAND WATERPROOF BANDAIDE
17N9-7	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$17.90	TRANSCEND 15G GLUCOSE JEL
17N9-7	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$14.95	MEDIPURPOSE SAFETY LANCET
1XNG-1	E 100-41500-200	City Clerk	Office Supplies (GENERA	\$7.43	5X8 LINED WRITING NOTE PAD
1XNG-1	E 100-41500-200	City Clerk	Office Supplies (GENERA	\$8.19	DISENFECTING WIPES
1XNG-1	E 100-41500-200	City Clerk	Office Supplies (GENERA	\$4.43	TABLE N TABS DEVIDERS
1XNG-1	E 100-41500-200	City Clerk	Office Supplies (GENERA	\$10.88	POCKET POLY SPIRAL ORGANIZER
1XNG-1	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$66.95	FRUSHEEZ SLUSH MIX 1/2 GAL.
17N9-7	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$7.49	ALCOHOL WIPES
1XNG-1	E 100-45124-240	Swimming Pools -	Small Tools and Minor E	\$59.14	SIDEWALK MARQUEE EASEL
1XNG-1	E 100-41500-210	City Clerk	Operating Supplies (GEN	\$118.80	HP PRINTER PAPER
1XNG-1	E 100-45124-240	Swimming Pools -	Small Tools and Minor E	\$169.98	OODLES OF NOODLES SWIM NOODLE
1XNG-1	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$8.94	SABRENT 4-PORT USB
1XNG-1	E 100-42110-152	Police Administrati	Clothing	\$150.00	MENS HEATGEAR LONG SHORTS
1XNG-1	E 100-45124-240	Swimming Pools -	Small Tools and Minor E	\$41.99	11 INCH INDOOR OUTDOOR CLOCK
1XNG-1	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$42.99	NACHO CHEESE SINGLE SERVE CUP
1XNG-1	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$195.95	PARAGON PRO DELUXE
1XNG-1	E 100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$41.29	FRYOILSAVER SANITIZING KIT
1XNG-1	E 100-41500-210	City Clerk	Operating Supplies (GEN	\$93.14	COPY PRINTER PAPER 10 REAM CASE

Vendor AMAZON CAPITAL SERVICES, INC.

\$1,342.38

Vendor ARAMARK

256002	E 100-41940-401	Municipal Building	Repairs/Maint Buildings	\$282.67	RUG SERVICE
256001	E 100-41940-401	Municipal Building	Repairs/Maint Buildings	\$282.67	RUG SERVICE

Vendor ARAMARK

\$565.34

Vendor BADGER METER

801013	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements	\$86.78	1/2 BEACON NETWORK PER UNIT
801013	E 601-49400-403	Water Utilities (GE	Prev. Maint. Agreements	\$100.00	1/2 GATEWAY BACKHAUL 3MO 50%
801013	E 601-49400-403	Water Utilities (GE	Prev. Maint. Agreements	\$86.77	1/2 BEACON NETWORK PER UNIT
801013	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements	\$100.00	1/2 GATEWAY BACKHAUL 3MO 50%

Vendor BADGER METER

\$373.55

Vendor BROCKWHITE COMPANY LLC



City of Chatfield

Batch Listing - Unposted Summary

Current Period: June 2022

2022 07FA01U

07/07/22 9:10 AM

Page 5

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	155058	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$46.07	DOUBLE NET STRAW, SECURING STAP
Vendor BROCKWHITE COMPANY LLC					\$46.07	
Vendor CENEX FLEET FUELING						
242176	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$0.00	FIRE ENGINE 1	
242176	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$163.90	STREET3 50% - DUBORD	
242176	E 230-42270-212	Ambulance	Vehicle Operating Suppli	\$99.02	471B	
242176	E 100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$1,839.08	PARK DESK	
242176	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	\$575.77	WWTP 1 - SCHLICHTER	
242176	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$0.00	STREET 5 - SCHLICHTER	
242176	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	\$189.06	WWTP 2 - IRISH	
242176	E 601-49400-212	Water Utilities (GE	Vehicle Operating Suppli	\$76.74	WATER 1	
242176	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$220.28	STREET 4 - IRISH	
242176	E 614-49840-212	Cable TV (GENER	Vehicle Operating Suppli	\$0.00	CCTV VAN	
242176	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$88.78	POLICE SQUAD 1-CHIEF	
242176	E 230-42270-212	Ambulance	Vehicle Operating Suppli	\$489.19	471A	
242176	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$0.00	FIRE BRUSH TRUCK	
242176	E 100-41500-212	City Clerk	Vehicle Operating Suppli	\$33.51	CITY CAR - CLERK	
242176	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$65.72	FIRE TANKER 6	
242176	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$0.00	FIRE ENGINE 2	
242176	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$32.10	FIRE GRASS RIG	
242176	E 100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$163.91	STREET3 50% - DUBORD	
242176	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$0.00	FIRE TANKER 5	
242176	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$0.00	FIRE UTV	
242176	E 100-46630-212	Community Dev -	Vehicle Operating Suppli	\$0.00	CITY CAR - PARADES	
242176	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$343.21	POLICE SQUAD 2	
242176	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$430.70	POLICE SQUAD 3	
242176	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$343.81	STREET 1	
242176	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$26.07	STREET 2	
242176	E 100-41100-212	Legislative	Vehicle Operating Suppli	\$0.00	CITY CAR - LEGISLATIVE	
Vendor CENEX FLEET FUELING					\$5,180.85	
Vendor CHATFIELD PARTS HOUSE						
853911	E 100-42110-210	Police Administrati	Operating Supplies (GEN	\$108.31	1YR WTY BAT, CORE DEPOSIT	
853581	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$10.49	MARKING PAINT	
853158	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$86.47	CAP SLIP, COUPLING, PIPE	
852394	E 100-41940-210	Municipal Building	Operating Supplies (GEN	\$41.57	HI PWR V-BELT, NUTDRIVER	
851522	E 100-45124-404	Swimming Pools -	Repairs/Maint Equipment	\$72.14	HOSE CLAMP, VALVES, ADAPTER	
851351	E 100-45200-210	Parks (GENERAL)	Operating Supplies (GEN	\$5.49	SPRAYPAINT	
851016	E 602-49450-210	Sewer (GENERAL)	Operating Supplies (GEN	\$8.99	SILICON CLEAR	
850519	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$39.96	SAFETY GLASSES	
851288	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$10.47	TREE WRAP	
852417	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$29.98	2.5 GAL DIESEL	
Vendor CHATFIELD PARTS HOUSE					\$413.87	
Vendor CITY OF CHATFIELD						
06/21/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$64.76	10-00000081-008 CITY SHOP	
06/21/2	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	\$825.90	10-00000121-007 POOL	
06/21/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$598.58	10-00000031-00-3 WWTP	
06/21/2	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$64.76	10-00000071-005 TOURIST CENTER	
06/21/2	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$64.76	10-00000011-007PUBLIC LIBRARY	
06/21/2	E 100-41940-380	Municipal Building	Utility Services (GENERA	\$265.73	10-00000001-00-4 THURBER BLDG GA	
06/21/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$63.95	10-00000051-009 FIRE HALL	



City of Chatfield

Batch Listing - Unposted Summary

Current Period: June 2022

2022 07FA01U

07/07/22 9:10 AM

Page 6

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor CITY OF CHATFIELD					\$1,948.44	
Vendor CLEMENS EXCAVATING						
825008	E	100-43100-406	Street Maintenanc	Street-Grdng/Chlrd/Crckf	\$5,100.00	ROCK AND BLADDING ROADS
Vendor CLEMENS EXCAVATING					\$5,100.00	
Vendor CONSTRUCTION MANAGEMENT SERVIC						
06/30/2	E	100-42400-441	Building Inspectio	Plan Review	\$188.70	PLAN REVIEW
06/30/2	E	100-42400-440	Building Inspectio	Building Inspections	\$1,642.56	INSPECTIONS
Vendor CONSTRUCTION MANAGEMENT SERVIC					\$1,831.26	
Vendor DIAMOND VOGEL PAINTS						
281207	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$327.40	yello mn acr trf fd
Vendor DIAMOND VOGEL PAINTS					\$327.40	
Vendor EO JOHNSON, BUSINESS TECH.						
116454	E	602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment	\$41.47	#56246 NETWORK L9124 MP C4503
116454	E	100-42110-404	Police Administrati	Repairs/Maint Equipment	\$41.47	#56246 NETWORK L9124 MP C4503
116454	E	603-49500-404	Refuse/Garbage (Repairs/Maint Equipment	\$41.47	#56246 NETWORK L9124 MP C4503
116454	E	230-42270-404	Ambulance	Repairs/Maint Equipment	\$79.17	#56246 NETWORK L9124 MP C4503
116454	E	100-41910-404	Planning and Zoni	Repairs/Maint Equipment	\$22.62	#56246 NETWORK L9124 MP C4503
116454	E	100-41500-404	City Clerk	Repairs/Maint Equipment	\$86.71	#56246 NETWORK L9124 MP C4503
116454	E	100-42110-404	Police Administrati	Repairs/Maint Equipment	\$44.00	#46719-01 POLICE L7545
116454	E	240-46500-404	Economic Dev (GE	Repairs/Maint Equipment	\$22.62	#56246 NETWORK L9124 MP C4503
116454	E	601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$41.47	#56246 NETWORK L9124 MP C4503
Vendor EO JOHNSON, BUSINESS TECH.					\$421.00	
Vendor FREDERICK S. SUHLER, ATTY						
06/01/2	E	100-41100-304	Legislative	Legal Fees	\$500.00	MONTHLY RETAINER
06/01/2	E	100-41100-304	Legislative	Legal Fees	\$230.00	ADDITIONAL TASKS
Vendor FREDERICK S. SUHLER, ATTY					\$730.00	
Vendor GOPHER STATE ONE CALL						
206028	E	601-49400-310	Water Utilities (GE	Other Professional Servic	\$120.15	ACCOUNT #MN00240
Vendor GOPHER STATE ONE CALL					\$120.15	
Vendor HAWKINS, INC.						
621780	E	100-45124-210	Swimming Pools -	Operating Supplies (GEN	\$1,180.80	POOL CHEMICALS
Vendor HAWKINS, INC.					\$1,180.80	
Vendor HBC						
07/02/2	E	602-49450-438	Sewer (GENERAL)	Internet Expenses	\$5.00	50% 1520399 3 INTERNET LOC
07/02/2	E	602-49450-321	Sewer (GENERAL)	Telephone	\$8.35	867-4321BASIC & TOLL
07/02/2	E	602-49450-438	Sewer (GENERAL)	Internet Expenses	\$104.55	BUS VALUE PKG 120MBPS
07/02/2	E	601-49400-438	Water Utilities (GE	Internet Expenses	\$4.99	50% 1520399 3 INTERNET LOC
Vendor HBC					\$122.89	
Vendor HUNTINGTON ELECTRIC LLC						
6310	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$804.17	labor and supplis for stree light repair
Vendor HUNTINGTON ELECTRIC LLC					\$804.17	
Vendor LINDE						
113904	E	100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$49.66	HIGH PRESSURE
Vendor LINDE					\$49.66	
Vendor LUMEN-LEVEL3 (WEBEX)						
297393	E	100-41500-320	City Clerk	Communications (GENER	\$244.38	WEBEX 10@23 + TAX/LIC



City of Chatfield

Batch Listing - Unposted Summary

Current Period: June 2022

2022 07FA01U

07/07/22 9:10 AM

Page 7

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor LUMEN-LEVEL3 (WEBEX)					\$244.38	
Vendor MASTEC						
181050	E	100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$600.00	BORE FOR STREET LIGHTS
Vendor MASTEC					\$600.00	
Vendor MEDIACOM						
06/26/2	E	100-42110-438	Police Administrati	Internet Expenses	\$108.19	1/3 CITY HALL HSD & STATIC IPS
06/26/2	E	100-41500-438	City Clerk	Internet Expenses	\$108.19	1/3 CITY HALL HSD & STATIC IPS
	E	100-41500-438	City Clerk	Internet Expenses	\$108.19	1/3 CITY HALL HSD & STATIC IPS
	E	100-42110-438	Police Administrati	Internet Expenses	\$108.19	1/3 CITY HALL HSD & STATIC IPS
06/26/2	E	230-42270-438	Ambulance	Internet Expenses	\$108.52	1/3 CITY HALL HSD & STATIC IPS
	E	230-42270-438	Ambulance	Internet Expenses	\$108.52	1/3 CITY HALL HSD & STATIC IPS
Vendor MEDIACOM					\$649.80	
Vendor MIDWEST MACHINERY CO.						
915459	E	100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$16.17	SWITCH
Vendor MIDWEST MACHINERY CO.					\$16.17	
Vendor OLMSTED MEDICAL CENTER CLINIC						
06/09/2	E	100-45200-430	Parks (GENERAL)	Miscellaneous (GENERAL	\$39.00	DRUG TEST
Vendor OLMSTED MEDICAL CENTER CLINIC					\$39.00	
Vendor PEOPLES ENERGY COOPERATIVE						
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$56.13	2436500 CR 2 HWY S
JUL 6, 2	E	100-45124-380	Swimming Pools -	Utility Services (GENERA	\$2,914.18	3237701 107 UNION ST NE
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$181.00	7823600 MEYERS AND TERMAR
JUL 6, 2	E	100-41940-380	Municipal Building	Utility Services (GENERA	\$409.66	2407900 1/3 21 2ND ST SE
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$85.80	3260100 301 TH 52 - TRAFFIC SI
JUL 6, 2	E	230-42270-380	Ambulance	Utility Services (GENERA	\$409.67	2407900 1/3 21 2ND ST SE
JUL 6, 2	E	602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$2,726.19	2430200 126 LIBRARY LN WWTP
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$140.92	3265100 20 2ND ST SE - LIGHTS
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$160.46	2154400 10208 HILLSIDE DRIVE
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$10.00	2182100 SIREN - 10210 HILLSIDE
JUL 6, 2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$45.57	2432400 400 3RD ST SW
JUL 6, 2	E	211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$457.27	2402500 CHATFIELD LIBRARY
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$2,039.00	3011800 STREET LIGHTS
JUL 6, 2	E	100-42110-380	Police Administrati	Utility Services (GENERA	\$409.67	2407900 1/3 21 2ND ST SE
JUL 6, 2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$62.00	2438500 MILL CREEK PARK
JUL 6, 2	E	602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$94.37	242390 MILL CREEK PK - LIFT ST
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$48.51	2447300 UNION ST NE - XING
JUL 6, 2	E	601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$891.08	3011700 BLUFF ST WELL
JUL 6, 2	E	601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$49.06	3211800 250 OLD TERRITORIAL RD
JUL 6, 2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$71.07	2367400 TOURIST PARK
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$134.76	3260000 52 3RD ST SW - STL MTR
JUL 6, 2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$48.00	2432200 CHATFIELD SIGN
JUL 6, 2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$107.15	2428000 MILL CREEK PARK
JUL 6, 2	E	220-42280-380	Fire Department *	Utility Services (GENERA	\$147.03	2410000 318 S MAIN ST-WHISTLE
JUL 6, 2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$90.94	2410200 MAIN ST-CITY PARK
JUL 6, 2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$74.70	2410100 1/4 FIRE HALL
JUL 6, 2	E	220-42280-380	Fire Department *	Utility Services (GENERA	\$224.10	2410100 3/4 FIRE HALL
Vendor PEOPLES ENERGY COOPERATIVE					\$12,088.29	
Vendor QUADIENT - FOLDING MACHINE						
593574	E	100-41500-403	City Clerk	Prev. Maint. Agreements	\$3,071.34	FOLDING MACHINE STD MAINT AGRE



City of Chatfield

Batch Listing - Unposted Summary

Current Period: June 2022

2022 07FA01U

07/07/22 9:10 AM

Page 8

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor QUADIENT - FOLDING MACHINE					\$3,071.34	
Vendor SOUTHEAST MECHANICAL						
30201		E 100-45124-404	Swimming Pools -	Repairs/Maint Equipment	\$392.75	REPAIR SLUSHEY MACHINE
30030		E 100-45124-404	Swimming Pools -	Repairs/Maint Equipment	\$4,449.54	REPAIRS ON SLIDE
Vendor SOUTHEAST MECHANICAL					\$4,842.29	
Vendor SUPERIOR MECHANICAL						
W1805		E 100-45124-404	Swimming Pools -	Repairs/Maint Equipment	\$1,795.00	UNPLANNED BREAKAGE / REPAIR
Vendor SUPERIOR MECHANICAL					\$1,795.00	
Vendor UC LABORATORY						
112944		E 602-49450-217	Sewer (GENERAL)	Testing	\$650.04	WWTP LABS
Vendor UC LABORATORY					\$650.04	
Batch Name 2022 07FA01U					\$44,554.14	
					\$142,285.18	

([BatchID] in (17522,17596))

LG555 Government Approval or Acknowledgment for Use of Gambling Funds

Keep this completed form attached to the LG100C 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 Athletic Club / Chatfield Booster Club	License Number: 03071
---	-----------------------

Address: P.O. Box 441

City/State/Zip: Chatfield, MN 55923

1. Amount of proposed lawful purpose expenditure: \$5,000.00.
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.
- ☐ B. **Wildlife management project or activity** that benefits the public at large, with approval by the Minnesota Department of Natural Resources (DNR).
- ☐ C. **Grooming and maintaining snowmobile or all-terrain vehicle trails** established under Minnesota Statutes, Sections 84.83 and 84.927, including purchase or lease of equipment, with approval by the 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 MPCA.
3. Describe the proposed expenditure, including vendors:

55th Annual Chatfield Western Days - Annual Community Celebration August 11-14, 2022

- **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 Minn. Rule 7861.0320, subp. 17, para. C.
- **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 form LG100C.
- **FOR SURFACE WATER QUALITY TESTING:** I affirm that the MPCA 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: www.pca.state.mn.us


Chief Executive Officer's Signature

CK# 2942

July 6, 2022
Date

Steven D. Rowland
Print Name

(507) 273-3546
Daytime Phone

GOVERNMENT APPROVAL/ACKNOWLEDGMENT

Contribution amount: \$. Government use of contribution (check one):

- ☐ **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.
- ☐ **Donation to other unit of government** (city, county, state, federal, or any of their subdivisions) provided the funds will not be used for a pension or retirement fund.

Unit of Government:

Phone:

Address:

City/State/Zip:

By signature below, the representative of the unit of government acknowledges and approves the contribution amount for the use as listed above.

Signature

Date

Print Name

Title

Questions? Contact the Minnesota 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.

~ INVOICE ~

To:
City of Chatfield
21 - Second Street SE
Chatfield, MN 55923

July 7, 2022

INVOICE

2022 Western Days Activities Expenses (Aug. 11 - 15, 2022) \$5000.00

THANK YOU!
Chatfield Western Days Committee

Chatfield Western Days
PO Box 453
Chatfield, MN 55923

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>\$10,000</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 11th day of July, 2022.

Mayor

Attested:

City Clerk

**EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY
OF CHATFIELD, MINNESOTA**

HELD: July 11, 2022

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Chatfield, Fillmore County, Minnesota, was duly called and held on the 11th day of July 2022, at 7:00 p.m.

The following members of the Council were present:

and the following were absent

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION _____
APPROVING
THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 3-5
WITHIN MUNICIPAL DEVELOPMENT DISTRICT NO 3
AND ADOPTION OF THE TAX INCREMENT FINANCING PLAN RELATING THERETO

WHEREAS:

A. It has been proposed that the City of Chatfield, Minnesota (the "City") create Tax Increment Financing District No. 3-5 within Municipal Development District No. 3 and adopt a tax increment financing plan with respect thereto, under the provisions of Minnesota Statutes, Sections 469.124 to 469.134 and 469.174 to 469.1794 (collectively, the "Act"); and

B. The City of Chatfield has investigated the facts and has caused to be prepared a tax increment financing plan for Tax Increment Financing District No. 3-5; and

C. The City has performed all actions required by law to be performed prior to the creation of Tax Increment Financing District No. 3-5 within Municipal Development District No. 3 and the adoption of the tax increment financing plan relating thereto, including, but not limited to, notification of Fillmore County and Chatfield Public Schools (ISD #227) having taxing jurisdiction over the property to be included in Tax Increment Financing District No. 3-5, and the holding of a public hearing upon published and required notice as required by law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Chatfield as follows:

1. Tax Increment Financing District No. 3-5 within Municipal Development District No. 3. The City hereby approves the establishment of Tax Increment Financing District No. 3-5 within Municipal Development District No. 3, the boundaries of which are fixed and determined as described in the Tax Increment Financing Plan.
2. Tax Increment Financing Plan. The Tax Increment Financing Plan is adopted as the tax increment financing plan for Tax Increment Financing District No. 3-5, and the City Council makes the following findings;

- (a) Tax Increment Financing District No. 3-5 is an economic development district as defined in Minnesota Statutes, Section 469.174, Subd. 12.

The reasons and facts supporting this finding are that the proposed development meets all of the criteria listed in Sections 12, 17, and 18 of the TIF Plan.

- (b) The proposed development in the opinion of the City Council, would not occur solely through private investment within the reasonably foreseeable future & that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan.

The reasons and supporting facts for this finding are that the Developer submitted a document stating that without the use of tax increment financing, the Project could not proceed.

The City has further determined that no other development is expected to occur that would create a greater market value than that proposed, adjusting for the tax increment assistance. Any other development of the TIF District would have to create a market value increase of more than \$552,151 in order to exceed the value increase expected under the current proposal, after subtracting the present value of the tax increment for 9 years (See Market Value Analysis, Exhibit 5). Due to the amount of time the site in question has sat in its current condition by a private party the City has no reason to expect any significant development to occur without tax increment assistance. Therefore, the City reasonably believes that the expected increase in market value at this site without TIF assistance is limited to appreciation in existing real estate value, estimated to be approximately \$3,880 over the life of the TIF District.

A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed. Such analysis indicates that:

1. the increase in estimated market value of the proposed development is \$709,100; and
 2. the present value of expected tax increments collected over the maximum duration of the TIF District is \$156,949; and
 3. the expected increased estimated market value of the site without the use of tax increment is \$3,880; and
 4. even if some development other than the proposed development were to occur, the Authority finds that no alternative would occur that would produce a market value increase greater than \$552,151 (the amount in number 1 less the amount in number 2).
- (c) The Tax Increment Financing Plan for Tax Increment Financing District No. 3-5 conforms to the general plan for development or redevelopment of the City of Chatfield as a whole.
- The reasons and facts supporting this finding are that the development proposal is found by the City Council to be consistent with the City's zoning ordinances and comprehensive plans for the area and serves to promote the City's development objectives.
- (d) The Tax Increment Financing Plan will afford maximum opportunity, consistent with the sound needs of the City of Chatfield as a whole, for the development of the Project Area by private enterprise.

The reasons and facts supporting this finding are that the assistance provided in this TIF Plan will assist in the construction of a new commercial facility.

3. Public Purpose. The adoption of the Tax Increment Financing Plan conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the City which is already built up to provide employment opportunities to improve the tax base, and to improve the general economy of the State and thereby serves a public purpose.
4. Interfund Loan. The City has determined that it may pay for certain costs (the "Qualified Costs") identified in the Tax Increment Financing Plan which costs may be financed on a temporary basis from the City's general fund or any other fund from which such advances may be legally made (the "Fund"). Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the Fund in order to finance the Qualified Costs. The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from the tax increments derived from the TIF District in accordance with the following terms (which terms are referred to collectively as the "Interfund Loan"):
 - (a) The City shall repay to the Fund from which Qualified Costs are initially paid, the principal amount of \$161,065 (or, if less, the amount actually paid from such fund) together with interest at 4.00% per annum (which is not more than the greater of (i) the rate specified under Minnesota Statutes, Section 270C.40, or (ii) the rate specified under Minnesota Statutes, Section 549.09) from the date of the payment.
 - (b) Principal and Interest on the Interfund Loan ("Payments") shall be paid semi-annually on each February 1 and August 1 commencing with the first February 1 or August 1 occurring after the date the tax increments from the TIF District are available and not otherwise pledged to and including the earlier of (a) the date the principal and accrued interest of the Interfund Loan is paid in full, or (b) the date of the last receipt of tax increment from the TIF District ("Payment Dates") which Payments will be made in the amount and only to the extent of available tax increments. Payments shall be applied first to accrued interest, and then to unpaid principal.
 - (c) Payments on the Interfund Loan are payable solely from the tax increment generated in the preceding six (6) months with respect to the TIF District and remitted to the City by Morrison County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, as amended. Payments on this Interfund Loan are subordinate to any outstanding or future bonds, notes, or contracts secured in whole or in part with tax increment and are on parity with any other outstanding or future interfund loans secured in whole or in part with tax increments.
 - (d) The principal sum and all accrued interest payable under this Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.
 - (e) The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from tax increment pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the city. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of tax increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the termination of the TIF District.

- (f) The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.
- 5. Certification. The Auditor of Fillmore County is requested to certify the original net tax capacity of Tax Increment Financing District No. 3-5 as described in the Tax Increment Financing Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased in accordance with the Act; and the City Clerk is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within Tax Increment District No. 3-5 for which building permits have been issued during the 18 months immediately preceding the adoption of this Resolution.
- 6. Filing. The City Clerk is further authorized and directed to file a copy of the amended Development Program and the Tax Increment Financing Plan with the Commissioner of Revenue and Office of the State Auditor.

The motion for the adoption of the foregoing resolution was duly seconded by member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA
COUNTY OF FILLMORE
CITY OF CHATFIELD

I, the undersigned, being the duly qualified and acting Clerk of the City of Chatfield, Minnesota, DO
HEREBY CERTIFY that, I have compared the attached and foregoing extract of minutes with the original
thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a
meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such
minutes relate to the establishment of Tax Increment Financing District No. 3-5 within Municipal
Development District No. 3 in the City.

WITNESS my hand this 11th day of July 2022.

Joel Young, City Clerk



City of Chatfield

Thurber Community Center • Chatfield Municipal Building
21 Second Street Southeast • Chatfield, Minnesota 55923 • 507-867-3810
www.ci.chatfield.mn.us

MEMORANDUM

TO: PUBLIC WORKS COMMITTEE
FROM: CRAIG BRITTON
SUBJECT: 2022 WATER SYSTEM ELECTRICAL IMPROVEMENTS PROPOSED CONTRACT PRICE INCREASE
DATE: JULY 6, 2022
CC: CITY CLERK, JOEL YOUNG
SUPERINTENDENT OF CITY SERVICES, BRIAN BURKHOLDER

Action Requested: Provide input and recommendation to Council on the request from Killmer Electric for a contract price increase of \$16,658.58 (\$15,537 plus tax).

Background: Killmer Electric of Crystal, MN was awarded the 2022 Water System Electrical Improvements project in the amount of \$529,450. The project includes electrical upgrades, SCADA improvements and the addition of generators at Well 2 and the Booster Pump Station. Killmer Electric's subcontractor providing the labor and materials for the SCADA improvements, Automatic Systems, contacted Killmer Electric shortly after the bid and stated that with they were seeing price increases and were having issues with finding available materials for certain SCADA components (mainly programable logic controllers (PLCs), operator interface terminals and modules, electrical gear and field devices). Automatic Systems presented Killmer Electric with the enclosed breakdown of price increases they received, which does not include labor or transportation increases. Killmer Electric agreed not to mark up Automatic Systems requested amount, but are requesting an increase in the contract amount from \$529,450 to \$546,108.58.

Prices on certain materials, especially controllers and modules have gone up considerably this year and we've been seeing long lead times on these components. There hasn't been any indication that the prices are going to come down anytime soon, and I feel that the request is reasonable. Therefore, I would recommend approval of the change order to increase the contract amount.

Please contact me if you have any questions.

Sincerely,


Craig Britton



AUTOMATIC SYSTEMS CO.

Tuesday, June 28, 2022

Mr. Mathew Pettit
Killmer Electric Co., Inc.
5141 Lakeland Avenue North
Crystal, MN 55429

Reference: Chatfield, MN – 2022 Water System Electrical Improvements Rev. A

Dear Matt:

In accordance with your request please see outlined below the components that we have experienced escalation with.

- A One (1) **Allen Bradley Components**, to include but not limited to Programmable Logic Controllers (PLCs), Operator Interface Terminals (OITs), and I/O modules.
\$4,642.00
- B One (1) **Electrical Gear**, from various manufacturers to include but not limited to Variable Frequency Drives (VFDs), line reactors, panel boards, and combination motor starter.
\$8,643.00
- C One (1) **Instrumentation / Field Devices**, from various manufacturers to include but not limited to 24VDC power supplies, Uninterruptible Power Supplies (UPS), chlorine alarms, cellular radios, and media converters.
\$2,252.00

Please note, the escalation outlined above directly relates to hardware and component cost increases, and does not include any cost related to labor, fuel, or delivery.

Your net price for Items A through C, FOB factory with **freight allowed** to jobsite including one (1) year warranty from date of startup (not to exceed 18 months from date of shipment).....\$15,537.00 (plus tax).

Should you wish to proceed please sign on the space provided below and return a copy to this office.

We look forward to hearing from you, should you have any questions please don't hesitate to give me a call.

Sincerely,

MANUFACTURERS REPRESENTATIVES

- ☒ MAIN OFFICE P.O. BOX 120359
☐ BRANCH OFFICE P.O. BOX 787
☐ BRANCH OFFICE

SYSTEMS INTEGRATION

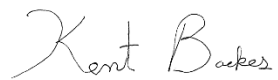
- ST. PAUL, MINNESOTA 55112 PHONE 651-631-9005
• AMES, IOWA 50010 PHONE 515-232-4770
• CHICAGO, ILLINOIS PHONE 815-927-3386

INSTRUMENTATION

- FAX (651) 631-0027
FAX (515) 232-0795
FAX (651) 631-0027

June 22, 2022

Page 2

A handwritten signature in cursive script that reads "Kent Backes".

Kent Backes
Automatic Systems Company

Accepted by: _____ Date: _____

CHANGE ORDER NO. 1

Page 1 of 1

CONTRACTOR: Killmer Electric Company, Inc.	Widseth Project Number 2021-11946	Original Bid Amount \$529,450.00
ADDRESS: 5141 Lakeland Avenue N Crystal, MN 55429-3510	LOCATION OF WORK SCADA System Improvements	
Revised Contract Amount = \$546,108.58		CO-1 TOTAL \$ 16,658.58

This Contract is between the City of Chatfield and Contractor as follows:

Killmer Electric Company, Inc. and their subcontractor, Automatic Systems Company have requested price increases for the following items due to increased material costs. A full breakdown of the items and costs provided by Automatic Systems Company is attached to this Change Order.

The Contractor will not make claim of any kind or character whatsoever for any other costs or expenses that they may have incurred or that may be hereafter incurred in performing the work and furnishing the materials required by this Agreement.

COST INCREASE BREAKDOWN

Item	Unit	Increase	Quantity	Amount
Allen Bradley Components	LS	\$4,642.00	1	\$4,642.00
Electrical Gear	LS	\$8,643.00	1	\$8,643.00
Instrumentation / Field Devices	LS	\$2,252.00	1	\$2,252.00
Tax				\$1,121.58
Total Amount of Contract Increase				\$16,658.58

Issued By: _____
Project Engineer Date

Issued By: _____
Contractor Date

Accepted By: _____
Owner Date

CHANGE ORDER NO. 1

Page 1 of 1

CONTRACTOR: Killmer Electric Company, Inc.	Widseth Project Number 2021-11946	Original Bid Amount \$529,450.00
ADDRESS: 5141 Lakeland Avenue N Crystal, MN 55429-3510	LOCATION OF WORK SCADA System Improvements	
Revised Contract Amount = \$546,108.58		CO-1 TOTAL \$ 16,658.58

This Contract is between the City of Chatfield and Contractor as follows:

Killmer Electric Company, Inc. and their subcontractor, Automatic Systems Company have requested price increases for the following items due to increased material costs. A full breakdown of the items and costs provided by Automatic Systems Company is attached to this Change Order.

The Contractor will not make claim of any kind or character whatsoever for any other costs or expenses that they may have incurred or that may be hereafter incurred in performing the work and furnishing the materials required by this Agreement.

COST INCREASE BREAKDOWN

Item	Unit	Increase	Quantity	Amount
Allen Bradley Components	LS	\$4,642.00	1	\$4,642.00
Electrical Gear	LS	\$8,643.00	1	\$8,643.00
Instrumentation / Field Devices	LS	\$2,252.00	1	\$2,252.00
Tax				\$1,121.58
Total Amount of Contract Increase				\$16,658.58

Issued By: _____
Project Engineer Date

Issued By: _____
Contractor Date

Accepted By: _____
Owner Date

INTEROFFICE MEMORANDUM

TO: Public Works Committee
FROM: Brian Burkholder, SCS
SUBJECT: 2022 Crack-filling Plan
DATE: 7/7/2022

Action Requested: To consider my 2022 crack-filling plan to be completed by Durst Outdoor Services for \$27,892.80

Background: I received a bid from Durst Outdoor Services, previously Rochester Services to crack-fill all the new overlays that were completed in years 2017 to the present. This will follow the plan from Widseth to crack-fill streets in years 0-5 and chip-sealing streets at or around year 10.

I did have Hillside Dr. from Amco Ln to Hwy 30 included but needed to subtract this year due to much high costs. I will plan to do next year.

If you are ok with my plan, I would like for this to get approved very soon as I need to get this project completed in July before the chip-sealers arrive in early August.

*Attached is a map and a list of streets being crack-filled this year.

Thanks for your time,
Brian Burkholder

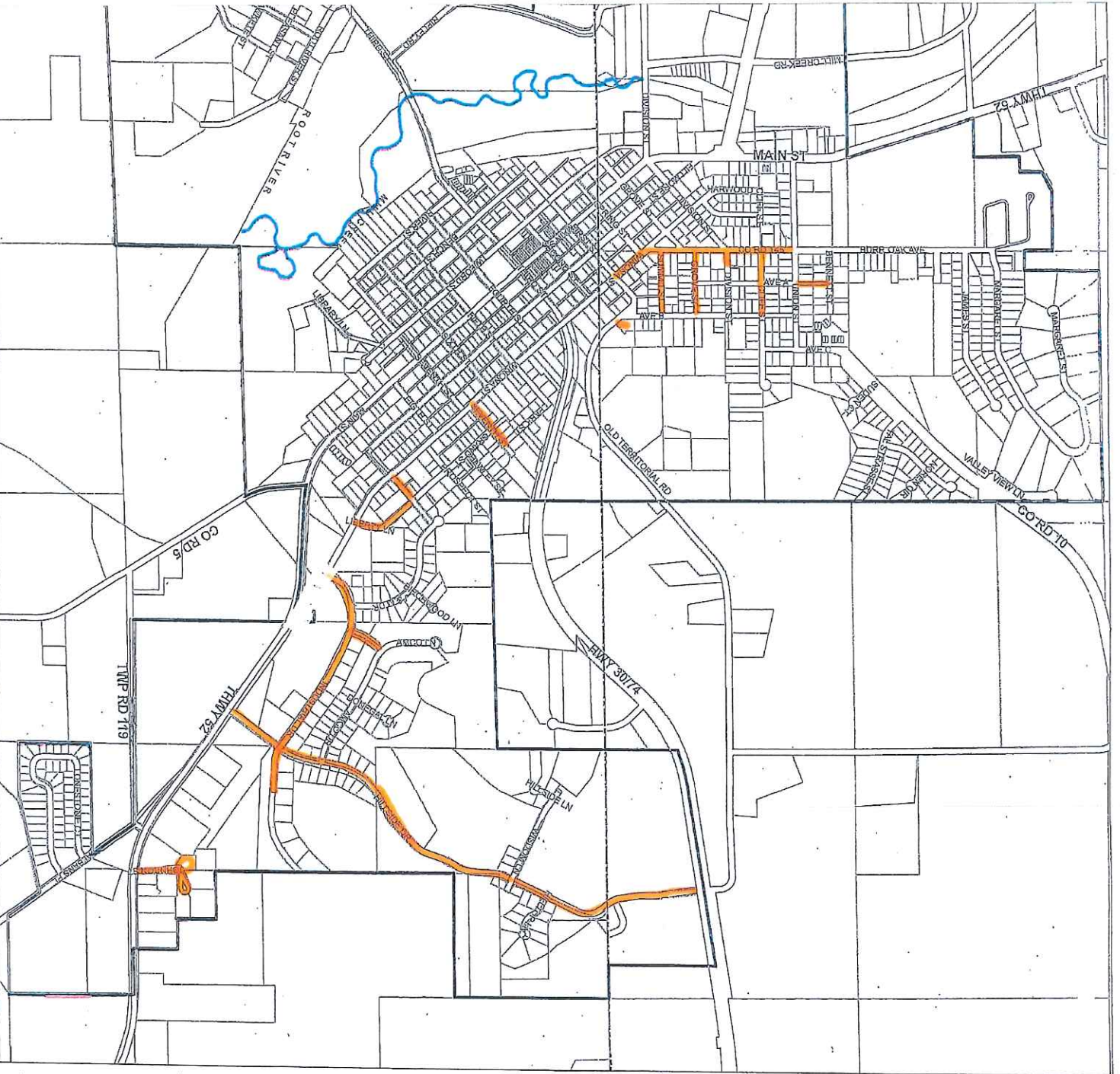
2022 Crack-filling Plan

- Ave A- Union St to Bennett St. 2018 26 x 325=8,450 sq ft 939 sq yds
- Burr Oak Ave- Union St to Winona St 2018 36 x 1,475=53,100 sq ft 5,900 sq yds
- Winona St- Burr Oak Ave to 1st St 2018 38 x 536=20,368 sq ft 2,263 sq yds
- Cliff St- Burr Oak Ave to Ave B 2018 32 x 666= 21,312 sq ft 2,368 sq yds
- Grove St- Burr Oak Ave to Ave B 2018 32 x 666=21,312 sq ft 2,368 sq yds
- Summit St- Burr Oak Ave to Ave B 2018 26 x 666=17,316 sq ft 1,924 sq yds
- Valley St- Winona St to Grand St 2018 26 x 310=8,060 sq ft 895 sq yds
- Grand St- Liberty Winona St to Valley St 2019 32 x 680=21,760 sq ft 2,417 sq yds
- Enterprise Dr- Vindmoll Dr to Hillside Dr 2018 36 x 1,458=52,488 sq ft 5,832 sq yds
- Vindmoll Dr.- Enterprise Dr to Amco 2018-2019 32 x 357=11,456 sq ft 1,273 sq yds
- Johnson St- including wellhouse 2018 23 x 628=14,444 +235 cul de sac 14,679 1631 sq yds
- 7th St- Winona St to Park St 2019 32 x 539=17,248 sq ft 1,916 sq yds
- North Well -driveway 2010?
- Enterprise Dr- Winona St to Vindmoll Dr 32 x 700=22,400 sq ft 2,488 sq yds
- Enterprise Dr- Hillside Dr to end 36 x 479=17,244 sq ft 1,916 sq yds
- Hillside Dr- Hwy 52 to Wisdom LN 36 x 3,591=129,276 sq ft 14,364 sq yds
- Hillside Dr- Wisdom LN to Hwy 30 36 x 2,139=77,004 sq ft 8,556 sq yds

City Boundary

Legend 2022

Crack-Filling Plan



- Chatfield City Limits
- County Line
- Major Streets and Highways
- Stream

0 250 500 1,000 1,500 feet

NOTICE OF FILING DATES FOR
CITY OF CHATFIELD MUNICIPAL GENERAL ELECTION

Notice is hereby given that any individual who desires to become a candidate for an office to be voted for at the Municipal General Election to be held Tuesday, November 8, 2022, may file an Affidavit of Candidacy in the City Clerk's Office at the Thurber Community Building.

The following offices shall be filled:

- Mayor - Two year term
- (2) Councilors - Four year term each

Affidavits of Candidacy for the above offices may be filed between August 2, 2022 and August 16, 2022, both dates inclusive.

The Office of the City Clerk is open from 8:00 a.m. to 4:30 p.m., Monday through Friday, however, the office will be open until 5:00 p.m. August 16th.

Memo

To: Mayor Smith, City Councilors
From: Beth Carlson
Date: 07/07/2022
Re: Election Judges

Appointments need to be made for election judges for the
Primary/Special General Election, Tuesday, August 9, 2022.

Judges

Debra Collem
Allan Dietz
Catherine French
James Gladis
Kathy Halvorson
Kathryn Helwig
Sue Kester
Eileen Klema

Lorri Lowrey
Holly Martinka
John Martinka
Marilyn Merrill
Jean Odegarden
Charlotte Ryan
Michael Speck
Jean Strange



**STATE OF MINNESOTA
GRANT CONTRACT AGREEMENT
OR23-007**

This grant contract is between the State of Minnesota, acting through its Commissioner of Natural Resources ("STATE") and City of Chatfield, 21 Second Street SE, Chatfield, MN 55923 ("GRANTEE").

Recitals

1. Under [Minn. Stat. 84.026](#), the Commissioner of Natural Resources is authorized to enter into contractual agreements with any public or private entity for the provision of statutorily prescribed natural resources services by the department.
2. Under Minn. Laws 2022, Section 2, Subd. 9c, the State has allocated funds for local parks, trail connections, and natural and scenic areas under [Minn. Stat. 85.535](#).
3. The Grantee has made application to the State for a portion of the allocation for the purpose of conducting the project entitled Groen Park.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to [Minn. Stat. 16B.98](#), Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract Agreement

1 Term of Grant Contract Agreement

1.1 *Effective Date*

July 1, 2022, Notwithstanding Minnesota Statutes, section 16A.41, the Commissioner may make payments for otherwise eligible grant-program expenditures that are made on or after the effective date of the appropriation. No payments will be made to the Grantee until this grant contract is fully executed.

1.2 *Expiration Date*

June 30, 2024, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 *Survival of Terms*

The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property Rights; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue, 15. Data Disclosure, 20. Resource Management and Protection and 24. Land Retention and Deed Restriction.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

Comply with required grants management policies and procedures set forth through Minn. Stat. 16B.97 Subd. 4 (a) (1) and comply with Attachment A, Project Budget, which is incorporated and made a part

of this contract.

The Grantee agrees to complete the project in accordance with the approved budget to the extent practicable and within the project period specified in the grant contract. Any material change in the scope of the project, budget or completion date shall require prior written approval by the State.

3 Time

The Grantee must comply with all the time requirements described in this grant contract agreement. In the performance of this grant contract agreement, time is of the essence.

4 Consideration and Payment

4.1 Consideration

The State will pay for all services performed by the Grantee under this grant contract agreement as follows:

(a) Compensation

The Grantee will be paid for all services performed pursuant to this grant contract not to exceed \$77,000.00.

(b) Matching Requirement

Grantee certifies that the following matching requirement for the Grant will be met by Grantee. The total project cost is \$154,000.00. The Grantee agrees to provide a nonstate cash match of a least \$77,000.00.

(c) Total Obligation

The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed \$77,000.00.

4.2 Payment

The State will promptly pay the Grantee after the Grantee presents a payment request and required expenditure documentation for the services actually performed and the State's Authorized Representative accepts the documentation. Invoices must be submitted timely and according to the following schedule: Upon completion of services or up to four requests during the contract period. A final reimbursement of no more than 10% may be withheld until final completion of services.

4.3 Contracting and Bidding Requirements

Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must follow the law.

(a) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minn. Stat. §§177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

(b) The grantee must not contract with vendors who are suspended or debarred in MN: <http://www.mmd.admin.state.mn.us/debarredreport.asp>.

5 Conditions of Payment

All services provided by the Grantee under this grant contract agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is Audrey Mularie, Grants Specialist Coordinator, Minnesota Department of Natural Resources, 500 Lafayette Road, St. Paul, MN 55155, audrey.mularie@state.mn.us, 651.259.5549, or her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Joel Young, City Clerk, 21 Second Street SE, Chatfield, MN 55923, jyoung@ci.chatfield.mn.us, 507.867.3810 or his successor. If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

7 Assignment Amendments, Waiver, and Grant Contract Agreement Complete

7.1 Assignment

The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.

7.2 Amendments

Any amendments to this grant contract agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 Waiver

If the State fails to enforce any provision of this grant contract agreement, that failure does not waive the provision or the State's right to enforce it.

7.4 Grant Contract Agreement Complete

This grant contract agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract agreement. Nothing herein shall be deemed a waiver by the Grantee of the limits

on liability set forth in Minn. Stat. § 466.04 or a waiver of any available immunities or defenses. The Grantee's obligation to hold and save the Grantor harmless shall be limited by the limitations on liability set forth in Minn. Stat. § 466.04, as amended from time to time.

9 State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices and Intellectual Property Rights

10.1 *Government Data Practices*

The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 *Intellectual Property Rights*

(A) *Intellectual Property Rights.* The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this contract*. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created, or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this contract. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(B) *Obligations*

1. *Notification.* Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to

practice by the Grantee, including its employees and subcontractors, in the performance of this contract, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.

2. *Representation.* The Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11 Workers Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 Publicity

Any publicity regarding the subject matter of this grant contract agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

12.2 Signage

Any site funded by this grant contract shall display a sign at a prominent location at the entrance to the site and in a form approved by the State that acknowledges funding through this grant.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract agreement.

Venue for all legal proceedings out of this grant contract agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 *Termination by the State*

The State may immediately terminate this grant contract agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 *Termination for Cause*

The State may immediately terminate this grant contract agreement if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

15 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 Non-Discrimination Requirements

No person in the United States must, on the ground of race, color, national origin, handicap, age, religion, or sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under, any program or activity receiving Federal financial assistance. Including but not limited to:

- a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and DOC implementing regulations published at 15 C.F.R. Part 8 prohibiting discrimination on the grounds of race, color, or national origin under programs or activities receiving Federal financial assistance; Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) prohibiting discrimination on the basis of sex under Federally assisted education programs or activities;
- b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), and DOC implementing regulations published at 15 C.F.R. Part 8b prohibiting discrimination on the basis of handicap under any program or activity receiving or benefiting from Federal assistance.
- c) The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.), and DOC implementing regulations published at 15 C.F.R. Part 20 prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- d) Title II of the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination against qualified individuals with disabilities in services, programs, and activities of public entities
- e) Any other applicable non-discrimination law(s).

17 Americans with Disabilities Act and Final Guidelines for Outdoor Developed Areas

The Grantee shall construct, operate, and maintain all facilities and programs in compliance with all state and federal accessibility laws, regulations, and guidelines including the [Final Guidelines for Outdoor Developed Areas](#). Information on compliance with the Americans with Disabilities Act is available at [U.S. Access Board](#).

18 Reporting

The Grantee shall submit a progress report, in a form prescribed by the State, by January 1 of each year during the term of this grant contract. A final report must be submitted with the request for final reimbursement. Forms will be provided by the State.

19 Inspections

The State's authorized representatives shall be allowed, at any time, to conduct periodic site visits and inspections to ensure work progress in accordance with this grant contract, including a final inspection upon project completion. Following closure of the project, the State's authorized representatives shall be allowed to conduct post-completion inspections of the site to ensure that the site is being properly operated and maintained and that no conversion of use has occurred.

20 Resource Management and Protection

The Grantee shall protect, manage, and maintain, or cause to maintain, the property acquired and/or developed pursuant to this grant contract. Properties shall be kept reasonably safe for public use, if applicable. All state and federal accessibility laws, regulations and standards shall be adhered to. Vegetation management and similar safeguards and supervision shall be provided to the extent feasible. Buildings, roads, trails and other structures and improvements, if any, shall be kept in reasonable repair throughout their estimated lifetime to prevent undue deterioration.

The Grantee shall keep the facility open to the general public at reasonable hours and at times of the year consistent with the purpose and type of use of the property and appropriate management and protection of natural resources.

21 Invasive Species Prevention

Grantees and subcontractors shall prevent invasive species from entering into or spreading within a project site by cleaning equipment and clothing prior to arriving at the project site.

If the equipment or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by Grantee furnished tool or equipment (brush/broom, compressed air, or pressure washer) at the staging area. The Grantee or subcontractor shall dispose of material cleaned from equipment and clothing at a location determined by the Grantee or their representative. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

22 Conflict of Interest

It is the policy of the State to work to deliberately avoid actual and potential conflict of interests related to grant making at both the individual and organizational levels.

A conflict of interest (actual or potential) occurs when a person has actual or apparent duty or loyalty to

more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper, or illegal act results from it.

The Grantee, by signing this contract with the State, certifies it has read and understands the Office of Grants Management [Conflict of Interest Policy 08-01](#), will maintain an adequate Conflict of Interest Policy and, throughout the term of the contract, monitor and report any actual or potential conflicts of interest to the State's Authorized Representative.

23 Minnesota Historical Sites Act and Minnesota Field Archaeology Act

For projects involving land acquisition and/or construction, the State Historic Preservation Office must review the project to determine if the site is a potential location for historical or archeological findings. If the State Historic Preservation Office determines that a survey is required, the survey would need to be completed prior to any site disturbance for development projects and prior to the final reimbursement of the grant funds for acquisition projects.

24 Land Retention and Deed Restriction

24.1 Land Retention

All land within the project boundary must be retained and operated for outdoor recreation in perpetuity and a condition of this requirement must be recorded with the deed using language provided in the grant contract. This boundary must include all contiguous lands currently owned by the applicant and managed for public recreation and any additional land to be acquired with this grant.

No other use can be made of these lands without prior written approval of the State. The State will consider requests to convert these lands to other uses only if all practical alternatives have been evaluated and rejected on a sound basis and replacement lands of equal or greater fair market value and reasonably equivalent usefulness are acquired and dedicated to public outdoor recreation use.

24.2 Deed Restriction

The Grantee shall have the following condition recorded with the deed to all lands within the park as described in Attachment B – Boundary Map, incorporated in this contract, and submit an attested copy of the deed and the condition to the State:

In order to comply with the Department of Natural Resources Legacy Project Contract OR23-007, the City of Chatfield does hereby impose the following restrictions on the property described in Attachment B to that contract:

1. The property shall be permanently managed and maintained for public outdoor recreation use.
2. The Grantee shall not at any time convert any portion of the park area to uses other than public outdoor recreation use without the prior written approval of the State acting through its commissioner of natural resources.

25 Conservation Corps Minnesota

The Grantee must give consideration to contracting with Conservation Corps Minnesota for contract restoration and enhancement services.

26 Pollinator Best Management Practices

Habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to [Minn. Stat. 84.973](#). Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season. Current specific practices and guidelines to be followed for contract and grant work can be found here: [Link to December 2014 version](#).

27 Restoration Practices

For restoration activities the grantee must use native plant species according to the [Board of Water and Soil Resources'](#) native vegetation establishment and enhancement guidelines and include an appropriate diversity of native species selected to provide habitat for pollinators throughout the growing season as required under Minnesota Statutes, section 84.973.

28 Purchasing Recycled and Recyclable Materials

The Grantee must use this funding in compliance with Minnesota Statutes, section 16C.0725, regarding purchasing recycled, repairable, and durable materials and Minnesota Statutes, section 16C.073, regarding purchasing and using paper stock and printing.

29 Energy Conservation and Sustainable Building Guidelines

The Grantee must ensure that the project complies with the applicable energy conservation and sustainable building guidelines and standards contained in law, including Minnesota Statutes, sections 16B.325, 216C.19, and 216C.20, and rules adopted under those sections. The recipient may use the energy planning, advocacy, and State Energy Office units of the Department of Commerce to obtain information and technical assistance on energy conservation and alternative-energy development relating to planning and constructing the capital improvement project.

30 Force Majeure

Neither party shall be responsible to the other or considered in default of its obligations within this Contract to the extent that performance of any such obligation is prevented or delayed by acts of God, war, riot, disruption of government, or other catastrophes beyond the reasonable control of the party unless the act or occurrence could have been reasonably foreseen and reasonable action could have been taken to prevent the delay or failure to perform. A party relying on this provision to excuse performance must provide the other party prompt written notice of the inability to perform and take all necessary steps to bring about performance as soon as practicable.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15

Signed: _____

Date: _____

SWIFT Contract/PO No(s). _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative

Attachment A - Project Budget

Recipient: City of Chatfield

Grant: OR23-007 Groen Park

Grant Amount: \$77,000

Local Match: \$77,000

Total Cost: \$154,000

Project Scope

The City of Chatfield will construct a pedestrian bridge across Mill Creek to connect park on both sides.

Notes / Conditions

Project Component	Cost
Bridge 70' x 10' wood deck bridge	\$149,000
Trail 30' bituminous 8' wide	\$5,000
Total Cost	\$154,000

ATTACHMENT B RECREATIONAL SITE PLAN

Attachment B RECREATIONAL SITE PLAN

