

CITY OF CHATFIELD COMMON COUNCIL

AGENDA

January 9, 2023 7:00 P.M

- I. Chatfield City Council – January 9, 2023 – 7:00 p.m. – City Council Chambers
- II. Annual Meeting
 - a. Pledge of Allegiance
 - b. Administration of Oath of Office to Mayor McBroom.
 - c. Administration of Oath of Office to Councilors Novotny & Urban.
 - d. Mayor’s Address
 - e. Council Election of Vice-Mayor
 - f. Approve Appointments to Council Committees, Advisory Boards and Commissions, Attorneys, Depositories and Official Newspaper.
 - g. Approve Committee Schedule for 2023 – 2024.
 - h. Approve Financial Policies updates.
1. Consent Agenda:
 - A. Approval of minutes of prior meetings.
 - B. Approve payment of claims.
 - C. Approve Raffle Permit for Chatfield Youth Sports Association March 11, 2023 – Bernard Bus Garage.
 - D. Approve Bingo Permit to Tri-County Pheasants Forever at Jac’s Feb. 8, 2023.
 - E. Approve Agreement with Andy O’Connor to coordinate Boy’s Basketball for CCTV.
 - F. Approve Agreement with Ricky Irish to coordinate Wrestling for CCTV.
 - G. Approve ABC Contract for cleaning services.
 - H. Approve audit agreement with Smith Schafer.
 - I. Approve decommissioning of police server.
2. Approve Liquor and Beer Licenses for 2023 (contingent on receipt of applications and fees):
3. Ordinance # Zoning Amendment – First Consideration
4. EDA Report – Chris Giesen: Enterprise Drive Lots
5. City Engineer’s Report – Craig Britton:
 - A. Osseo Construction Pay Application #4 (Final) - \$22,032.24.
 - B. Pearson Construction Pay Application #1 - \$92,458.50.
6. S.C.S. Report – Brian Burkholder:
7. Mayor’s Report:
8. Clerk’s Report:
 - A. Lone Stone Park Grant Close-out Letter
9. Roundtable
10. Adjourn.
11. Meeting Notices: (None Scheduled)

MEMORANDUM

TO: CHATFIELD CITY COUNCIL
FROM: JOEL YOUNG, CITY CLERK
SUBJECT: APPOINTMENTS
DATE: 1/06/23
CC:

The following is a list of appointments that Mayor Russ Smith has recommended for approval of the City Council:

Charter / Administrative Code Appointments:

- **City Attorney** (Two Years) - Frederick Suhler, Jr.
- **Prosecuting Attorney** (One Year) – Lee Novotny
- **Official Newspaper** – The Chatfield News
- **Official Depository** – The Root River State Bank, F&M Community Bank, Northland Securities, Smith Barney and the LMC 4-M Fund

Boards & Commissions:

- Cable Television Access Board Representative (One Year) Councilor Josh Broadwater
- Cable TV Access Board (Three Years): Damon Lueck & [REDACTED]
- Library Board of Trustees (Three Years): Mike Speck, Ann Halloran, Todd Johnson
- Heritage Preservation Commission (Three Years): Sara Sturgis & [REDACTED]
- Heritage Preservation Commission Council Representative: Pam Bluhm
- Planning & Zoning Commission Representative (One Year): Councilor Josh Broadwater
- Planning & Zoning – Three Years: Wayne Halvorson & Jeremy Aug
- Community Education Board: Councilor Pam Bluhm

MAYORAL APPOINTMENTS

January, 2023
City of Chatfield

Planning & Zoning Commission:

Meets the 1st Monday of the Month at 7:00 p.m.

Commissioner Name					Expires
Address					January 31, of:
Phone #					
e-mail					
1.	Kent Whitcomb	1557 Pine Street SW	363-6551	kwhitcomb@mienergy.coop	2025
2.	Rich Bakken	464 Hillside Drive	269-6547	richb@benike.com	2025
3.	Jeremy Aug				2026
4.	Wayne Halvorsen	2136 Margaret Street NE	951-5853	halview@mchsi.com	2026
5.	Dan Tuohy	2144 NE Margaret St.	867-0100	djtuohy@tuohyfurniture.com	2024
6.	Terry Bradt	502 Margaret St. NE	C254-5220	Terry.bradt@relionus.com	2024
7.	Councilor Broadwater	1563 Amco Drive Se		councilorbroadwater@ci.chatfield.mn.us	Council Rep**

Economic Development Authority:

Meets the 4th Monday of the Month at 4:30 p.m.

Commissioner Name					Expires
Address					January 31, of:
Phone #					
e-mail					
1.	Sue Keefe	10695 17 th Ave SE	W867-4120	skeefe@rootriverstatebank.com	2026
2.	Michael Tuohy	RR1 Box 4750	W867-9287	mptuohy@tuohyfurniture.com	2026
3.	Molly Baum	222 Harwood Avenue NE	H867-4959	mollysuebaum@aol.com	2025
4.	Randy Paulson	2122 Margaret Street NE	W867-4210	rrpaulson@aol.com	2024
5.	Luke Isensee	1048 Lone Stone Ct	272-0061	lisensee@valleydesign.biz	2029
6.	Paul Novotny (council rep)	930 Winona Street SE	W867-3000	paulcti@qwestoffice.net	2028
7.	Mike Urban (council rep)	420 Bench Street		councilorurban@ci.chatfield.mn.us	2027

Library Board of Trustees:

Meets First Thursday of the Month at 7:00 p.m.

Commissioner Name					Expires
Address					January 31, of:
Phone #					
e-mail					
1.	Mike Speck	123 Main St., Apt 1	429-2636	Michael.h.speck@gmail.com	2026
2.	Todd Johnson	322 Winona St. SE	951-7795	Tejohnson.002@gmail.com	2026
3.	Ann Halloran	1033 John & Mary Drive	272-7231	annandjeremiah@gmail.com	2026
4.	Kathleen Kamnetz				2025
5.	Sandy Sullivan	28609 319 th St.	867-3082	Sandys3011@gmail.com	2025
6.	Karen Greenslade				2025
7.	Angie Grant		696-9731	angiegrant@hbc.com	2024
8.	Katie Snodgrass				2024
9.	Councilor Frank			councilorfrank@ci.chatfield.mn.us	2024

Cable TV Access Board:

Meets the 2nd Wednesday of the Month at 7:00 a.m.

Commissioner Name					Expires
Address					January 31, of:
Phone #					
e-mail					
1.					2026
2.	Damon Lueck		696-1917	dlueck@chatfield.k12.mn.us	2026
3.	Lynda Karver			lkarver@olmmed.org	2025
4.	Rick Irish			Rickirish88@yahoo.com	2025
5.	Lynn Harstad			Harstad.lynn@mayo.edu	2024
6.	Councilor Broadwater			councilorbroadwater@ci.chatfield.mn.us	Council Rep**
7.					Student Representative
8.	Bryan Berg			bryanberg@deschools.org	2024
					Administrator

Heritage Preservation Commission:

Meets the fourth Tuesday of the Month at 7:00 p.m.

Commissioner Name				Expires January 31, of:	
	Address	Phone #	e-mail		
1.	Sara Sturgis	John & Mary Drive SE	273-1776	sara@fillmorecountyhistory.org	2026
2.					2026
3.	Ruth Ann Lund	704 James Street NE	867-3806	ruthannlund@yahoo.com	2025
4.	Ben Frederichs	400 Seventh Street SE	421-8352	b.fred@mchsi.com	2025
5.	Chris Giesen	702 Twiford Street SW	990-1822	cgiesen@ci.chatfield.mn.us	2025
6.	Michael Martin	360 Old Territorial Road NE	202-7821	mpmartin5753@gmail.com	2024
7.	Pam Bluhm	220 Main Street South	421-2414	councilorbluhm@ci.chatfield.mn.us	2026

Chatfield Center for the Arts:

Meets the second Thursday of each even-numbered Month, at 5:00 p.m.

Commissioner Name	Address	Phone #	e-mail	Expires January 31, of:
F. Mike Tuohy	32592 Juniper Road	(507) 867-2934	Mike2e36@gmail.com	NA
Matt Opat		(507) 867-4080	Mattopat52@gmail.com	NA
Al Dietz	1301 Third St. SW	867-4067	Dietz.Allan@mayo.edu, rootriverdietz@gmail.com	NA
Michael Martin	360 Old Territorial Road	202-7281	Mpmartin5753@gmail.com	NA
John McBroom				NA
Molly Baum	222 Harwood Avenue NE	H867-4959	mollysuebaumchat@gmail.com	EDA Rep.
Mike Urban				EDA Rep.

Charter Commission				Expires Jan. 31:
Brenda Johnson	322 SE Winona St.			2024
Pam Bluhm		councilorbluhm@ci.chatfield.mn.us		2024
Julie Fryer				2024
Curt Sorenson	2169 Margaret S NE			2024
Greg Forbes	1006 Suden Circle			2024
Chuck Johnson	1107 Liberty Street SE			2024
Michael Martin	360 Old Territorial Road			2024
				2026
Chris Giesen	702 Twiford St. SW			2026
Kay Spangler	604 Winona St.	Kspangler04@gmail.com		2026
Ed Harris	376 Hillside Drive			2026
Jeremy Aug		iraug@tuohyfurniture.com	507-951-3272	2026
Julie Quinn	509 Park Street	Quinn.julie@mayo.edu	507-993-5540	2026
Wayne Halvorson	2136 Margaret St. SW			2026
Julie Henry	810 Burr Oak Ave			2026

Councilmember Assignment Summary:

Paul Novotny	Mike Urban	Josh Broadwater	Pam Bluhm	Dave Frank
EDA	EDA	Park & Rec	Public Services	Public Services
Personnel – Budget	Center for the Arts	Joint Powers	HPC	Park & Rec.
Joint Powers	Personnel – Budget	Planning & Zoning	Community Education	Library Board
Public Works	Public Works	Cable TV Access Board		

Council Committee Summary:

Mayor Smith is an ex-officio member of all committees.

Community Education (1)	Pam Bluhm		
Joint Powers Board (2)	Paul Novotny	Josh Broadwater	
Park & Recreation (2)	Josh Broadwater	Dave Frank	
Personnel/Budget (2)	Paul Novotny	Mike Urban	
Public Services (2)	Pam Bluhm	Dave Frank	
Public Works (2)	Paul Novotny	Mike Urban	
Library Board (1)	Dave Frank		
EDA (2)	Paul Novotny	Mike Urban	
HPC (1)	Pam Bluhm		
Planning & Zoning (1)	Josh Broadwater		
Cable Access Board (1)	Josh Broadwater		
CCA Advisory Comm. (1)	Mike Urban – appointed by EDA		

Official Newspaper – The Chatfield News

Official Depository – The Root River State Bank, F&M Community Bank, Northland Securities, Smith Barney and the LMC 4-M Fund

City Attorney/General Counsel: Fred Suhler, Jr.

Prosecuting Attorney (One Year) – Lee Novotny

**FREDERICK S. SUHLER, JR.
ATTORNEY**

**1213 NE 19TH Avenue
Rochester, MN 55906**

**(507) 281-5090
FSSuhler@Msn.com**

December 27, 2022

John McBroom
Mayor-elect
City of Chatfield, Minnesota
Thurber Municipal Building
Chatfield, MN 55923

Re: Re-appointment as City Attorney.

Dear Mayor-elect McBroom:

It has been my honor and pleasure to serve as Chatfield's City Attorney continuously since 1999, when my predecessor Joe Chase, was appointed to be Judge of the Third Judicial District Court. According to the provisions of Chatfield's Charter my current term expires on January 31, 2023.

During that time I have also enjoyed my association with prior Mayors, members of the Council, the community, and the City of Chatfield's appointed officials.

I am requesting your favorable consideration for re-appointment to another two year term as City Attorney. As in past years, I am assuming that the responsibilities for criminal prosecution of misdemeanor and gross offenses that arise in the City will continue to be the responsibility of either the Olmsted County Attorney; or, separate counsel appointed to handle criminal prosecution matters in matters arising in Fillmore County.

In this regard, I can indicated that the fee for my services for the next term would be a monthly retainer of \$600; with additional services outside of those included in the monthly retainer to be billed at a charge of \$150 per hour. (I recognize that these amounts would represent an increase in my current level compensation, which according to my records has not been increased for more than ten years).

If discuss any other issue regarding this request, I would be happy to do so at your convenience.

Very truly yours,
/s/ Frederick S. Suhler, Jr.
Frederick S. Suhler, Jr.

cc: Joel Young

NOVOTNY LAW OFFICE, LTD.

22 SECOND STREET SE

P.O. BOX 455

CHATFIELD, MINNESOTA 55923

TEL: (507) 867-4080

Lee M. Novotny (#0389227)

FAX: (507) 867-0152

lee@novotnylawoffice.com

PROPOSAL TO THE CITY OF CHATFIELD

CITY PROSECUTOR

**CITY OF CHATFIELD
MINNESOTA**

The Novotny Law Office, Ltd. law firm (hereinafter “the Firm”) was established in March of 2009. The firm was established by attorney Lee Novotny to service the complete legal needs of businesses, residents, and government entities in Olmsted and Fillmore Counties. This firm has served as the City Prosecutor since July 2016. Please consider this proposal for continuing services starting in January 2023.

Proposal outline:

A. Firm/Attorney Qualifications

1. Experience

- a. In March of 2009, Lee Novotny began practicing law in Chatfield representing private clients providing services in multiple practice areas.
- b. In September of 2009, Lee began prosecuting for Fillmore County as an Assistant Fillmore County Attorney. Lee resigned from that position after six years of service to pursue private practice on a full-time basis. Fillmore County Attorney Brett A. Corson is an appropriate person to contact regarding service provided in this position.
- c. Since October 2015, Lee Novotny has been practicing in the Firm on a full-time basis primarily representing clients in Olmsted and Fillmore counties.

2. Legal Services Provider

- a. Lee Novotny will be responsible for fulfilling the obligations as City Prosecutor. Lee is a general practitioner with experience in multiple practice areas, most relevantly including appeals, criminal prosecution and defense, municipal, public and school law, and general litigation. He is a 2008 graduate of the University of Richmond, T.C. Williams School of Law, and is admitted to practice in state courts in the State of Minnesota.
- b. While the occasions are rare, Novotny Law Office, Ltd. maintains relationships with other law firms and attorneys on a conflicts and referral basis and on an independent contractor basis. It is always the practice of Novotny Law Office, Ltd. to seek the approval of our clients before making any arrangements for referrals or before contracting for the provision of additional services should that become necessary for any reason, whatsoever.

B. Fees

1. Monthly flat fee

A monthly flat fee of \$140.00 will be charged. This flat fee is intended to cover periodic office visits and telephone calls from officers.

2. Hourly charges

- a. The hourly rate for services provided by the firm to the City of Chatfield for prosecutions is \$140.00 per hour unless those services are among those provided under the monthly flat fee.
- b. Fees are billed in increments of 1/10 of an hour. There is a minimum charge of 0.1 hours per telephone call, 0.3 hours per letter. Personal conferences are on a straight time basis, with a minimum of 0.1 hours. All services rendered in excess of minimum charges are rounded to the next higher 1/10 of an hour for fee calculation.
- c. Bills for services are prepared to the level of detail, itemization, and frequency (not less frequently than monthly) that the client requests. It is the policy of the Firm that all municipality bills for legal services include a detailed description of work performed, identifies the person providing the service, dates services are provided, time spent, and fees owed for each case, activity, or file.

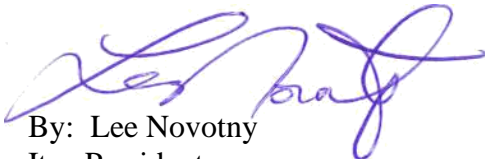
3. Hard Costs

Hard costs incurred by Novotny Law Office, Ltd. on behalf of the City of Chatfield will be billed with the hourly service. Examples of hard costs include, but are not limited to, third party complaint drafting, postage charges, or third party witness charges.

The law office of Novotny Law Office, Ltd. stands ready to answer your questions regarding the terms herein and welcomes any further inquiry that you may have in regards thereto.

Respectfully submitted,

Novotny Law Office, Ltd.



By: Lee Novotny
Its: President

COUNCIL COMMITTEE MEETING SCHEDULE

City of Chatfield – 2023

Public Works Committee: ***Councilors Novotny & Urban***

Streets & Alleys, Storm Water, Sanitary Sewer, Drinking Water, Weed Control, Snow Removal

Park & Recreation Committee: ***Councilors Broadwater & Frank***

Parkland, Swimming Pool, Playgrounds, Recreational Paths, etc.

Personnel/Budget Committee: ***Councilors Novotny & Urban***

Personnel Policy, Union Contract, Hiring Process, Wages & Benefits, etc.

Public Services Committee: ***Councilors Bluhm & Frank***

Fire, Police, Ambulance, Skywarn, Dispatch, Animal Control, Liquor Licensing, Building Code

Joint Powers Board: ***Mayor John McBroom, Councilors Novotny & Broadwater***

Liaison between City & School District in regard to collaborative efforts and/or conflicting issues.

Community Education: ***Councilor Bluhm***

Mayor McBroom is ex officio member of each committee.

Committee	4:30 p.m.	5:30 p.m.	7:00 p.m.
Jan. 9, 2023	No Meeting	No Meeting	City Council
January 23	Public Services	Park & Rec	City Council
February 13	Personnel/Budget	Public Works	City Council
February 27	Public Services	C.O.T.W. (Strategic Planning)	City Council
March 13	Personnel/Budget	Public Works	City Council
March 27	Public Services	Park & Recreation	City Council
April 10	Personnel/Budget	Public Works	City Council
April 4	Public Services	C.O.T.W. (HPC?? +)	City Council
May 8	Personnel/Budget	Public Works	City Council
May 22	Public Services	Park & Rec	City Council
June 12	Personnel/Budget	Public Works	City Council
June 26	Public Services	C.O.T.W. (2024 Public Improvements)	City Council
July 10	Personnel/Budget	Public Works	City Council
July 24	Public Services	Park & Recreation	City Council
August 14	Personnel/Budget	Public Works	City Council
August 28	Public Services	C.O.T.W. (2024 Budget / Tax Levy)	City Council
September 11	Personnel/Budget	Public Works	City Council
September 25	Public Services	Park & Recreation	City Council
October 9	Personnel/Budget	Public Works	City Council
October 23	Public Services	C.O.T.W. (Capital Financial Planning)	City Council
November 13	Personnel/Budget	Public Works	City Council
November 27	Public Services	Park & Recreation	City Council
December 11	Personnel/Budget	Public Works	City Council
December 25	No Meeting	No Meeting	No Meetings

COUNCIL COMMITTEE MEETING SCHEDULE

City of Chatfield – 2024

Public Works Committee: **Councilors Novotny & Urban**

Streets & Alleys, Storm Water, Sanitary Sewer, Drinking Water, Weed Control, Snow Removal

Park & Recreation Committee: **Councilors Broadwater & Frank**

Parkland, Swimming Pool, Playgrounds, Recreational Paths, etc.

Personnel/Budget Committee: **Councilors Novotny & Urban**

Personnel Policy, Union Contract, Hiring Process, Wages & Benefits, etc.

Public Services Committee: **Councilors Bluhm & Frank**

Fire, Police, Ambulance, Skywarn, Dispatch, Animal Control, Liquor Licensing, Building Code

Joint Powers Board: **Mayor John McBroom, Councilors Novotny & Broadwater**

Liaison between City & School District in regard to collaborative efforts and/or conflicting issues.

Community Education: **Councilor Bluhm**

Mayor McBroom is ex officio member of each committee.

Committee	4:30 p.m.	5:30 p.m.	7:00 p.m.
Jan. 8, 2024	Personnel/Budget	Public Works	City Council
January 22	Public Services	Park & Recreation	City Council
February 12	Personnel/Budget	Public Works	City Council
February 26	Public Services	C.O.T.W. (Strategic Planning Update)	City Council
March 11	Personnel/Budget	Public Works	City Council
March 25	Public Services	Park & Rec	City Council
April 8	Personnel/Budget	Public Works	City Council
April 22	Public Services	C.O.T.W. (HPC +)	City Council
May 13	Personnel/Budget	Public Works	City Council
May 28 (Tuesday)	Public Services	Park & Recreation	City Council
June 10	Personnel/Budget	Public Works	City Council
June 24	Public Services	C.O.T.W. (2025 Public Works Project)	City Council
July 8	Personnel/Budget	Public Works	City Council
July 22	Public Services	Park & Recreation	City Council
August 12	Personnel/Budget	Public Works	City Council
August 26	Public Services	C.O.T.W. (2025 Budget / Tax Levy)	City Council
September 9	Personnel/Budget	Public Works	City Council
September 23	Public Services	Park & Recreation	City Council
October 14	Personnel/Budget	Public Works	City Council
October 28	Public Services	C.O.T.W. (Capital Financial Planning)	City Council
November 11	Personnel/Budget	Public Works	City Council
November 25	Public Services	Park & Recreation	City Council
December 9	Personnel/Budget	Public Works	City Council
December 23	No Meeting	No Meeting	No Meetings

**CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES**

Monday, December 12, 2022

The Common Council of the City of Chatfield met in regular session on Monday, December 12, 2022. Mayor Russ Smith presided and called the regular meeting to order at 7:00 PM

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

Members absent: None.

Others Present: Fred Suhler Jr., John McBroom, Brian Burkholder, Craig Britton, Shane Fox, Chris Giesen, and Beth Carlson.

Agenda Change

Councilor Paul Novotny entered a motion, with a second by Councilor Mike Urban, to amend the agenda, by swapping agenda items 3 & 4.

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

Nays: None

Motion carried.

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 November 22, 2022 and November 28, 2022 Meeting Minutes
2. Approve payment of claims
3. Approve polling place resolution
4. Approve Damon Lueck as Girls Basketball Coordinator for CCTV
5. Approve New Line Mechanical service agreement - Center for the Arts
6. Approve resolution regarding electronic tablets that are being replaced
7. Approve use of City Parks by Chatfield Alliance Feb. 4, 2023 for ChillFest

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

Nays: None

Motion carried.

Truth In Taxation Public Hearing

Mayor Smith opened the Truth In Taxation Public Hearing at 7:01 p.m.

He read the following statement from City Clerk Joel Young. "The proposed tax levy is 5.8% higher than the current levy. It provides essentially the same slate of services as currently provided. There is an additional \$25,000 included for an HPC program that would begin in 2024. In 2023, that money will be used for the purchase of the property (19 Second St SW.) There is also an additional \$50,000 included to move from part time public works to a full-time position. That position will not be implemented until late in the year, to allow some of that money to be dedicated to the property purchase."

Mayor Smith asked for questions and concerns thrice. No comments were made.

The public hearing was closed at 7:04 p.m.

City Engineer Report

Consider recommendation of Planning & Zoning Commission regarding a text amendment to the Zoning Code regarding solar power installations

Councilor Paul Novotny entered a motion, with a second by Councilor Josh Broadwater, to approve A Resolution to Amend the City of Chatfield's Zoning Ordinance Clarifying the Rules Regulating Solar Power.

Whereas, the City of Chatfield maintains a Comprehensive Plan and Land Use Plan Map which includes land uses and policies of the City's future growth and development, and

Whereas, the City of Chatfield maintains a Zoning Ordinance which includes all zoning districts within the City and is generally consistent with the Comprehensive Plan and Land Use Plan Map, and

Whereas, types of amendments include a change in district's regulations, and

Whereas, amendments to the zoning ordinance are allowed per Ordinance by recommendation of the Planning Commission to the City Council, and

Whereas, a public hearing has been held to consider the amendment clarifying the rules regulating solar energy systems and solar structures, and

Whereas, the Planning Commission recommended approval at their November 7th, 2022, Planning Commission Meeting to amend the zoning ordinance and change the solar power regulations as follows:

Sec. 113-259. Solar energy systems; solar and earth-sheltered structures.

- (a) Solar energy systems: Solar energy systems are permitted in all districts provided the systems are in compliance with minimum lot requirements and setbacks and the system is maintained in good repair.
- (1) Solar Collector, ground- or Building Mounted
 - a. General Standards for All Solar Collectors
 - 1. All exterior lines shall be buried below the surface of the ground when possible.
 - 2. All systems shall comply with all City and State building and electrical codes.
 - 3. The property owner shall notify the electrical utility where the solar system is connected to the electrical utility system.
 - 4. If the solar collector system ceases to perform its originally intended function for more than 12 consecutive months, the property owner shall remove the collector, mount and associated equipment and facilities by no later than 90 days after the end of the 12-month period.
 - b. Accessory Ground-Mounted Solar Collectors
 - Accessory ground-mounted solar collectors shall:
 - 1. Be located in a side or rear yard only;
 - 2. Be set back at least six feet from the side and rear property line;
 - 3. Not be located within an easement;
 - 4. Be located so as to minimize glare visible from abutting properties;
 - 5. Not exceed 15 feet in height with panels oriented in a vertical position; and
 - 6. Be included in determining the maximum coverage of structures on the lot.
 - c. Accessory Building-Mounted Solar Collectors
 - Accessory building-mounted solar shall:
 - 1. Not extend more than 18 inches above the maximum height permitted in the zoning district in which it is located;
 - 2. If mounted to a portion of the roof ending at, or extending over, the front façade of the building, shall be mounted so that the edge of the device is set back at least one foot from the edge of the roof closest to the front lot line; and
 - 3. If mounted to the wall of a building, may extend into or over no more than 33 percent of the

depth of a minimum yard or setback that is required along a side lot line but shall not extend closer than four feet to a side lot line;

d. Principal Ground-Mounted Solar Collectors

Principal ground-mounted solar collectors shall:

1. Be set back at least 25 feet from any property line abutting a residential zoning district, and at least 15 feet from any property line if adjacent to Mixed Use or a Non-Residential zoning district.
2. Not exceed 25 feet in height when oriented at maximum tilt;
3. Be located so as to minimize glare visible from an abutting property; and
4. Be considered in determining the maximum coverage of structures on the lot.

(b) Earth-sheltered structures

- (1) Earth-sheltered structures shall be permitted uses in all districts provided the system are in compliance with minimum lot requirements and setbacks and the system is maintained in good repair as integral parts of the structure.
- (2) Earth-sheltered structures may be exempted from setback, height, and lot coverage restrictions in all districts by variance.

NOW THEREFORE BE IT RESOLVED that the Planning & Zoning Commission of the City of Chatfield recommends that the City Council authorize the City Attorney to amend Sec. 113-259, Solar energy systems; solar and earth-sheltered structures, by ordinance to further clarify the regulations affecting solar power.

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

Nays: None

Motion carried.

Consider Planning Commission input regarding proposed property purchase

The City of Chatfield's Planning and Zoning Commission understands that the City of Chatfield would like to purchase the Peoples Co-op property with the intended interim use as a public works facility and long-term economic development opportunities. As the planning agency of the Comprehensive Plan, the Planning Commission must make a recommendation to the City Council regarding the proposed acquisition and if it is in compliance with the comprehensive municipal plan.

At the December 6th, 2022, Planning and Zoning Commission Meeting, the Planning Commission held a public hearing and determined that the purchase of the Peoples Co-op property with the intended interim use as a public works facility would not be consistent with the Comprehensive Plan. Members of the Commission noted they realize the need for additional space and that any other property owner has the ability to continue the non-conforming use of the property. However, when looking at the short-term gain of the public works department using the property and the City not having a clear direction as to any future proposed use, they had to determine that the use is inconsistent with the Plan given the nonconforming nature of the property as it sits today. If the City were to decide that it is in the best interest of the City to purchase this property, the Planning Commission recommends a limitation to the amount of time the City can occupy this site as a public works facility.

It is on the docket for the Planning Commission to look at the land use for this property and possibly revise it.

After consideration of the Planning Commission's recommendation, the City Council determined that the proposed acquisition of real property has no relationship to the comprehensive municipal plan and chose to move ahead with the purchase, without time limitations, but recognizes the non-conforming status.

Councilor Paul Novotny entered a motion, with a second by Councilor Josh Broadwater, to acknowledge that the proposed acquisition of real property has no relationship to the comprehensive municipal plan and move ahead with the purchase, without time limitations, but recognize the non-conforming status.

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

Nays: None

Motion carried.

Pay Application #4 – Osseo Construction

This pay estimate will be brought back the first meeting in January.

Consider proposal regarding installation of pedestrian bridge in Groen Park

Widseth has submitted a proposal to provide professional design and construction administration services for the proposed Groen Park Pedestrian Bridge Project. The proposal is to help with construction documentation for the placement of a prefabricated pedestrian bridge from Contech, along with the design of approximately 30' of sidewalk connecting the bridge to the existing infrastructure along with the grading in the vicinity of the proposed bridge. The proposal includes a topographic survey, civil design, bidding assistance, construction administration and construction staking. The estimate for the project comes in at \$7,780.

Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank, to approve the proposal regarding installation of pedestrian bridge in Groen Park from Widseth with an estimate of \$7,780.

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

Nays: None

Motion carried.

Discuss status of Shady Oak Park relative to 2023 Street Project

The Public Works committee met on December 6th to review the input received from the Council regarding Shady Oak Park. After further discussion the committee would like to continue the discussion about the park with the Council.

At the December 6th meeting, the committee began to evaluate the condition of the park and discussed what improvements may need to be made to the existing playground equipment and camping sites to make the park more of an amenity. The improvements will require an investment to be made in the park and the committee is seeking Council's input into how much of an investment, if any, the Council would like to make.

Plans are being delayed until decisions are made. A Special Committee of the Whole meeting will be called to discuss things further.

Consider Resolution to set the tax levy budget for 2023

Councilor Paul Novotny entered a motion, with a second by Councilor Josh Broadwater, to adopt **Resolution Certifying the Property Tax Levy for Taxes Payable in 2023**

WHEREAS, the City of Chatfield has prepared a budget for the operations of the City of Chatfield for the 2023 calendar year, and

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

Fund Name	2023
General Fund	\$1,890,756
2012A Debt Service	\$ -0-
2014A Debt Service	\$ 63,000
2016A Debt Service	\$ 99,000
2017A Debt Service	\$ 36,000
2019A Debt Service	\$ 38,000
Total Non-Referendum Base Levy	\$2,126,756
2018A Referendum Based Levy	\$ 318,000
Total Tax Asking	\$2,444,756

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

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Chatfield, County of Fillmore, Minnesota, that the 2023 final budget and property tax levy be adopted,
BE IT FURTHER RESOLVED that the special levies established by prior resolutions hereby be amended to the above stated amounts.

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

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

Nays: None

Motion carried.

2023 Fee Ordinance #462

Second Consideration

Councilor Dave Frank entered a motion, with a second by Councilor Josh Broadwater, to adopt Ordinance #462

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

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

Nays: None

Motion carried.

Publication

Councilor Mike Urban entered a motion, with a second by Councilor Pam Bluhm, to approve publication of Ordinance #462, AN ORDINANCE RELATING TO FEES CHARGED BY THE CITY OF CHATFIELD FOR VARIOUS PURPOSES, LICENSES OR SERVICES; AMENDING SECTION 11-1 OF CHAPTER 11 OF SUBPART A OF THE CHATFIELD CITY.

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

Nays: None

Motion carried.

Consider resolution to appoint City Administrator and City Clerk, effective January 24, 2023

Councilor Paul Novotny entered a motion, with a second by Councilor Dave Frank, to adopt **Resolution to Appoint the City Administrator and City Clerk**

Whereas, the City Charter has been amended such that the position of City Administrator has been added to the City's organizational chart, and

Whereas, the establishment of the City Administrator position requires a re-statement of the responsibilities of the City Clerk position, and

Whereas, the City Council has established job descriptions and pay equity classification points for the newly established positions, and

Whereas, Beth Carlson has earned recognition as a Master Municipal Clerk by the Minnesota Municipal Clerks and Finance Officers Association and the International Institute of City Clerks and has otherwise proven that she has the necessary knowledge, skills and abilities to serve as the Chatfield City Clerk,

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Chatfield that Beth Carlson be appointed to the position of City Clerk, effective January 24, 2023, and that her current level of pay and benefits be continued, and

Whereas, Joel Young has demonstrated the knowledge, skills and abilities to serve as the Chatfield City Administrator, and

Whereas, the terms of employment for this position has been established in an Employment Agreement between Young and the City of Chatfield,

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Chatfield to appoint Joel Young to the position of City Administrator, along with the terms of employment stated in the Employment Agreement, effective January 24, 2023.

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

Nays: None

Motion carried.

Committee Reports

Personnel-Budget Committee

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

- budget
- acquisition of property from People's Energy Coop
- administrator employment agreement
- Power load cot with a hydraulic leak

Stryker Power load cots were installed in both ambulances just over a year ago. Recently, staff noticed wet and slippery spots on the floor inside the ambulance. Further inspection showed hydraulic fluid is leaking. A Stryker technician has looked at the equipment and states there is a 1-year parts and labor warranty, and we are over that time frame. The tech said that it is the main hydraulic housing that is leaking. The part alone is almost \$5,700, once labor and travel time are added, the repair cost is close to \$8,000.

There are protection plan options that would cover both cots plus both LUCAS devices and both stair chairs. There are two coverage options one is \$9,024 and the other is \$10,932. The more expensive option includes an inspection (which is needed annually) and covers all parts and labor including batteries in all devices in both trucks. Committee is recommending the \$10,932 option.

Councilor Pam Bluhm entered a motion, with a second by Councilor Mike Urban, to approve purchasing the \$10,932 protection plan for the Stryker Equipment.

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

Nays: None

Motion carried.

Public Works Committee

Councilors Novotny and Urban were in attendance for the Public Works Committee Meeting. Topics included:

- pick-up truck options and further research
- trailer for Christmas decorations
- 2023 street project
- reviewed plans for a public works building

Mayor's Report

Mayor Smith talked about how many times it is difficult to see how council decisions effect the community. With a recent house fire in town, it was clear to see how having 24-hour police coverage and fire and ambulance services in place, were good decisions. Chatfield is well served by the services provided and people are helpful, organized, functional.

It has been an honor to serve on the council and as mayor. Mayor Smith will most likely miss being involved. He has enjoyed being involved and appreciated the opportunity to serve his community. He gave a special shout out to his wife who has been very supportive of his running for office.

Clerk's Report

No Report.

Deputy City Clerk Beth Carlson thanked Mayor Smith for his service to the community.

Roundtable

Council members and City Attorney Fred Suhler Jr. expressed their thanks to Mayor Smith and congratulated him on his retirement from the office of Mayor.

Adjourn

Councilor Mike Urban entered a motion, with a second by Councilor Pam Bluhm, to adjourn at 8:17 p.m.

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

Nays: None

Motion carried.

Russ Smith, Mayor

Beth Carlson, Deputy Clerk

**CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES**

Tuesday, December 20, 2022

The Common Council of the City of Chatfield met in regular session on Tuesday, December 20, 2022. Mayor Russ Smith presided and called the regular meeting to order at 4:18 PM

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

Members absent: None.

Others Present: John McBroom, Joel Young, Brian Burkholder, Karen Reisner, Shane Fox, Tim Lanning, Louise Stemp, Bill McMahon, Paul Morse, Craig Britton and a number of other residents.

Mayor Russ Smith announced that the purpose of the special meeting was to determine the financing of a property purchase and to discuss how Shady Oak Park might be impacted by the 2023 street improvement project.

Councilor Paul Novotny entered a motion, with a second by Councilor Pam Bluhm, to add a third item to the meeting agenda, which would be to consider approving the acquisition of a pick-up truck.

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

Nays: None

Absent: None

Motion carried.

Discuss issues related to Shady Oak Park as it relates to the 2023 Street Improvement Project

The City Engineer, Craig Britton, described the street improvements that are planned to take place. He also pointed out that this project would improve water and sanitary sewer services to the campsites in the park and suggested that a fair amount of grading would be needed to improve the campsites. He further pointed out that a water line would be installed to connect the water lines on Prospect Street and Hawley Street. With the installation of the water line and grading of campsites, it was noted that a number of the trees would be removed.

The members of the City Council had an extensive discussion about Shady Oak Park, including the potential loss of trees, the value of camping services in the community, the shape and size of possible cul de sacs, the style of curb, the installation of sidewalk and a trail, etc. The consensus of the city council was that camping is no longer a use that makes sense in a location that is now surrounded by single-family housing, however, the members stated that camping facilities should be somewhere in the city.

In a response to Mayor Smith asking the members if they had any intention of selling the park for development, each member stated that they are not in favor of doing so. Councilor Novotny stated that he would be in favor of maintaining the park as long as the City commits to improving the facilities in the park. During that same discussion, Councilor Urban said that he would support moving the camping facilities to another location but is not in favor of closing the Shady Oak sites until other facilities are developed.

Louise Blissenbach Stemp stated that she has lived next to the park for thirty-two years and highly values the park. She said that many people use the park although she would like to see a pavilion returned to the park and the installation of a restroom. She also asked that as many trees be saved as possible.

Bill McMahon stated that he lives next to the park and supports the looping of water mains as he has very little water pressure at his home. He also suggested that the City might consider selling a portion of the property for development and then maintain a smaller park.

Mayor Smith said that he would not support the sale of any of the property.

Councilor Urban address the members of the public, stating that he had seen a fair amount of misinformation about this meeting on social media. He and others on the city council said that the special meeting was necessary so the bids on the street project can be developed in time to get competitive prices on the project. He said that there has been no discussion of constructing low income housing on the property and there was no intention of making a decision to sell property at the special meeting. It was pointed out that such a decision could only be made after a fairly intensive public process.

Craig Britton told the members to expect a letter from the City which is inviting them to a resident meeting to further discuss the plans for the street project.

Tim Lanning thanked Mayor Smith and Councilor Broadwater for talking with him on the telephone and for being cordial when doing so.

Mayor Smith thanked the members of the public for attending the meeting and providing their input. He encouraged them to attend the upcoming resident meeting on January 4th.

Consider resolution to sell taxable bonds for acquisition of property

The City Council discussed the acquisition of the property from Peoples Energy Cooperative. The primary point of discussion was whether it was advantageous to use cash on hand to fund part of the purchase or if the original decision to sell \$750,000 of bonds should be reaffirmed. After reviewing the terms that allow bonds to be called as early as 2026, it was determined that any savings achieved by using cash for the purchase would be incremental at best and not worth any risk that would be associated with the strategy. The City Council determined that the original resolution to sell \$750,000 of bonds should not be adjusted.

Proposed purchase of a pick-up truck

It was explained that the City Council had authorized the purchase of a pick up truck several months ago. Due to supply chain issues, the truck was never delivered and the dealer cancelled the order. In light of that, the Public Works Committee, along with Brian Burkholder, determined that there are some trucks in inventory at local dealers that meet the City's needs and requested the City Council's permission to purchase one of those trucks.

Councilor Josh Broadwater entered a motion, with a second by Councilor Pam Bluhm, to approve the purchase of a pick up truck at a net cost of approximately \$18,970 as recommended by the Public Works Committee.

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

Nays: None

Absent: None

Motion carried.

Adjourn

Councilor Mike Urban entered a motion, with a second by Councilor Pam Bluhm, to adjourn at 5:53 p.m.

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

Nays: None

Absent: None

Motion carried.

Russ Smith, Mayor

Joel Young, City Clerk



City of Chatfield

Batch Listing - Unposted Summary

Current Period: December 2022

2022 12 2022BISSEXP

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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor DAVID DROWN ASSOCIATES						
2022B.1	E 444-43200-620	Construction Fund	Bond Fees-FscdAgnt Issn		\$9,240.00	2022B ISSUANCE EXP - MUNICIPAL AD
Vendor DAVID DROWN ASSOCIATES					\$9,240.00	
Vendor MN RURAL WATER ASSOCIATION						
2022B.3	E 444-43200-620	Construction Fund	Bond Fees-FscdAgnt Issn		\$1,250.00	2022B ISSUANCE EXP - SPONSOR
Vendor MN RURAL WATER ASSOCIATION					\$1,250.00	
Vendor TAFT STETTINIUS & HOLLISTER LLP						
2022B.2	E 444-43200-620	Construction Fund	Bond Fees-FscdAgnt Issn		\$3,600.00	2022B ISSUANCE EXP - BOND COUNS
Vendor TAFT STETTINIUS & HOLLISTER LLP					\$3,600.00	
Batch Name 2022 12 2022BISSEXP					\$14,090.00	
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City of Chatfield
Batch Listing - Unposted Summary
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2022 12ADM02

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Vendor DELUXE							
112075	205268	E 100-41500-210	City Clerk	Operating Supplies (GEN	\$92.11	DEPOSIT SLIPS	
Vendor DELUXE						\$92.11	
Batch Name 2022 12ADM02						\$92.11	
						\$92.11	

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City of Chatfield

Batch Listing - Unposted Summary

Current Period: December 2022

2022 12ADM01

01/03/23 11:02 AM

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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor NOVOTNY LAW TRUST ACCOUNT						
112098	PPLSEN	E 444-43200-620	Construction Fund	Bond Fees-FscdAgnt Issn	\$50.23	19 SECOND ST SW PPLSPROP
112097	PPLSEN	E 444-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$691,464.75	19 SECOND ST SW PPLSPROP
Vendor NOVOTNY LAW TRUST ACCOUNT					\$691,514.98	
Vendor ROOT RIVER STATE BANK						
112096	12/30/2	E 100-41500-310	City Clerk	Other Professional Servic	\$109.05	INT BANKING CHARGES 70 +24.05 +
Vendor ROOT RIVER STATE BANK					\$109.05	
Vendor UNITED STATES POSTAL SERVICE						
057445		E 603-49500-322	Refuse/Garbage (Postage	\$91.61	UB PSTG ALLCTN
		E 602-49450-322	Sewer (GENERAL)	Postage	\$331.29	UB PSTG ALLCTN
		E 601-49400-322	Water Utilities (GE	Postage	\$105.06	UB PSTG ALLCTN
Vendor UNITED STATES POSTAL SERVICE					\$527.96	
Batch Name 2022 12ADM01					\$692,151.99	
					\$692,151.99	

([BatchID] in (18279))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: December 2022

2022 12CCA-11

12/22/22 2:31 PM

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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor BRIESE IRON WORKS, INC						
16507		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$3,800.00	PROJ 21093 CCA PHASE II
Vendor BRIESE IRON WORKS, INC					\$3,800.00	
Vendor BUILDING RESTORATION CORP.						
221704		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$80,485.90	CCAPH2 - CORNICE REHAB
Vendor BUILDING RESTORATION CORP.					\$80,485.90	
Vendor DAROLD BERGER MASONRY, INC.						
4		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$6,300.40	CCA PH2 - PROJ # 200442
Vendor DAROLD BERGER MASONRY, INC.					\$6,300.40	
Vendor EGAN COMPANY						
JC6104		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$1,884.50	CCA PHASE II
JC6104		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$3,172.34	CCA PHASE II
JC6104		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$2,913.09	CCA PHASE II
JC6104		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$1,563.36	CCA PHASE II
Vendor EGAN COMPANY					\$9,533.29	
Vendor EROSION CONTROL, INC.						
2		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$12,540.00	PROJ: 21183 LANDSCAPE APP NO:2
Vendor EROSION CONTROL, INC.					\$12,540.00	
Vendor HILLER STORES, INC						
1		E 454-43200-350	Construction Fund	Print/Binding (GENERAL)	\$57,000.00	CCA PHASE II
Vendor HILLER STORES, INC					\$57,000.00	
Vendor MULCAHY NICKOLAUS LLC						
21220-		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$13,031.15	21220 CCA PHASE II
Vendor MULCAHY NICKOLAUS LLC					\$13,031.15	
Vendor NEW LINE MECHANICAL						
13LAB		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$4,987.40	CCA PHASE II
12LAB		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$8,261.10	CCA PHASE II
Vendor NEW LINE MECHANICAL					\$13,248.50	
Vendor POMPEII PAINTING, INC.						
5		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$1,097.25	PROJ 22-023-1 CCA PH 2
6		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$8,890.29	PROJ 22-023-1 CCA PH 2
Vendor POMPEII PAINTING, INC.					\$9,987.54	
Vendor ROOT RIVER HARDWOODS, INC						
18917		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$203.50	PO CFA
Vendor ROOT RIVER HARDWOODS, INC					\$203.50	
Vendor SCHWICKERT COMPANY						
008		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$1,710.00	PROJ 511213046 6046 CCA PHASE II
Vendor SCHWICKERT COMPANY					\$1,710.00	
Vendor SUMMIT FIRE PROTECTION						
220814		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$787.55	PROJ A-1040-00347 CCA PHASE II
Vendor SUMMIT FIRE PROTECTION					\$787.55	
Vendor THE HANGMAN, INC.						
6689		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$4,488.00	CCA BILING #2LAB
6688		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$6,900.00	CCA BILING #2MAT
Vendor THE HANGMAN, INC.					\$11,388.00	



City of Chatfield

Batch Listing - Unposted Summary

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2022 12CCA-11

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Check							
Nbr	Invoice	Account	Dept	Descr	Object	Descr	Amount
Batch Name 2022 12CCA-11							\$220,015.83
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City of Chatfield
Payments

12/21/22 10:18 AM
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Current Period: December 2022

Payment Batch 2022 12FA02

\$38,368.35

Refer	6820 ABILITY BUILDING CENTER	Ck# 057385 12/21/2022	
Cash Payment	E 100-41940-302 Contracted Help	CLEANING - NOV 2022	\$667.10
Invoice	14879 11/30/2022		
Transaction Date	12/19/2022	RootRiver State Ban 10100	Total \$667.10
Refer	6791 AIRGAS	Ck# 057386 12/21/2022	
Cash Payment	E 230-42270-210 Operating Supplies (GE	OXYGEN	\$149.66
Invoice	9992900876 11/30/2022		
Transaction Date	12/14/2022	RootRiver State Ban 10100	Total \$149.66
Refer	6782 AUTOMATIC SYSTEMS CO.	Ck# 057387 12/21/2022	
Cash Payment	E 602-49450-404 Repairs/Maint Equipment	PLC 200 FAULT	\$1,526.35
Invoice	38127 S 12/5/2022		
Transaction Date	12/8/2022	RootRiver State Ban 10100	Total \$1,526.35
Refer	6789 CHATFIELD ALLIANCE, INC	Ck# 057388 12/21/2022	
Cash Payment	E 100-46630-300 Promotional Expense	95% LODGING TAX NOV 2022	\$59.85
Invoice	NOV 2022 12/11/2022		
Transaction Date	12/14/2022	RootRiver State Ban 10100	Total \$59.85
Refer	6793 CHATFIELD PARTS HOUSE	Ck# 057389 12/21/2022	
Cash Payment	E 230-42270-210 Operating Supplies (GE	2.5 GAL DIESEL	\$29.98
Invoice	871183 11/23/2022		
Cash Payment	E 602-49450-210 Operating Supplies (GE	50 FT 12/3	\$94.98
Invoice	870490 11/17/2022		
Cash Payment	E 100-43100-210 Operating Supplies (GE	ELECTRONIC CLEANER	\$12.49
Invoice	869653 11/9/2022		
Cash Payment	E 100-45200-210 Operating Supplies (GE	CUP HOOK	\$5.98
Invoice	869571 11/9/2022		
Cash Payment	E 100-41940-210 Operating Supplies (GE	FOAM C CELL	\$1.99
Invoice	869398 11/7/2022		
Cash Payment	E 100-43100-210 Operating Supplies (GE	250 REFLECTIVE TAPE	\$107.84
Invoice	871660 11/29/2022		
Cash Payment	E 602-49450-210 Operating Supplies (GE	HARDWARE	\$8.37
Invoice	871566 11/28/2022		
Cash Payment	E 100-43100-210 Operating Supplies (GE	CLIP	\$4.47
Invoice	871558 11/28/2022		
Cash Payment	E 100-41940-210 Operating Supplies (GE	BATTERY HC DOOR	\$18.99
Invoice	869396 11/7/2022		
Cash Payment	E 601-49400-210 Operating Supplies (GE	COUPLING CURBSTOP	\$12.99
Invoice	868958 11/3/2022		
Cash Payment	E 100-43100-212 Vehicle Operating Suppli	2.5 GAL DIESEL DEF	\$29.98
Invoice	868934 11/3/2022		
Transaction Date	12/14/2022	RootRiver State Ban 10100	Total \$328.06
Refer	6810 CLEMENS EXCAVATING	Ck# 057390 12/21/2022	
Cash Payment	E 443-43200-310 Other Professional Servi	10/26 WATER TOWER 2022 WTR PRJCT	\$475.00
Invoice	805044 12/10/2022		
Cash Payment	E 100-43100-406 Street-Grdng/Chlrd/Crckf	11/15 BLADE BUCK HILL	\$375.00
Invoice	805044 12/10/2022		



City of Chatfield Payments

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Current Period: December 2022

Transaction Date	12/16/2022	RootRiver State Ban	10100	Total	\$850.00
Refer	6828 CREATIVE PRODUCT SOURCING	Ck# 057391	12/21/2022		
Cash Payment	E 100-42110-211 Program Expenses	DARE SUPPLIES			\$103.50
Invoice	148225	10/3/2022			
Transaction Date	12/20/2022	RootRiver State Ban	10100	Total	\$103.50
Refer	6794 CREATIVE PRODUCT SOURCING	Ck# 057391	12/21/2022		
Cash Payment	E 100-42110-211 Program Expenses	DARE MERCH			\$343.05
Invoice	149774	12/16/2022			
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$343.05
Refer	6823 EO JOHNSON, BUSINESS TECH.	Ck# 057392	12/21/2022		
Cash Payment	E 230-42270-404 Repairs/Maint Equipment	#56246 NETWORK L9124 MP C4503			\$22.22
Invoice	INV1254374	12/19/2022			
Cash Payment	E 100-42110-404 Repairs/Maint Equipment	#56246 NETWORK L9124 MP C4503			\$11.64
Invoice	INV1254374	12/19/2022			
Cash Payment	E 100-41500-404 Repairs/Maint Equipment	#56246 NETWORK L9124 MP C4503			\$24.34
Invoice	INV1254374	12/19/2022			
Cash Payment	E 601-49400-404 Repairs/Maint Equipment	#56246 NETWORK L9124 MP C4503			\$11.64
Invoice	INV1254374	12/19/2022			
Cash Payment	E 602-49450-404 Repairs/Maint Equipment	#56246 NETWORK L9124 MP C4503			\$11.64
Invoice	INV1254374	12/19/2022			
Cash Payment	E 603-49500-404 Repairs/Maint Equipment	#56246 NETWORK L9124 MP C4503			\$11.64
Invoice	INV1254374	12/19/2022			
Cash Payment	E 100-41910-404 Repairs/Maint Equipment	#56246 NETWORK L9124 MP C4503			\$6.35
Invoice	INV1254374	12/19/2022			
Cash Payment	E 240-46500-404 Repairs/Maint Equipment	#56246 NETWORK L9124 MP C4503			\$6.36
Invoice	INV1254374	12/19/2022			
Transaction Date	12/20/2022	RootRiver State Ban	10100	Total	\$105.83
Refer	6824 EO JOHNSON, BUSINESS TECH.	Ck# 057392	12/21/2022		
Cash Payment	E 100-42110-404 Repairs/Maint Equipment	#46719-01 POLICE L7545			\$14.41
Invoice	INV1254373	12/19/2022			
Transaction Date	12/20/2022	RootRiver State Ban	10100	Total	\$14.41
Refer	6795 EXPRESS PRESSURE WASHERS, I	Ck# 057393	12/21/2022		
Cash Payment	E 220-42280-210 Operating Supplies (GE	VALVE TEE NIPPLE COUPLER			\$139.35
Invoice	I-127994	11/28/2022			
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$139.35
Refer	6798 EXPRESS PRESSURE WASHERS, I	Ck# 057393	12/21/2022		
Cash Payment	E 220-42280-210 Operating Supplies (GE	HOSE COUPLER			\$288.09
Invoice	I-127995	11/28/2022			
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$288.09
Refer	6796 FIRE SAFETY USA, INC	Ck# 057394	12/21/2022		
Cash Payment	E 220-42280-210 Operating Supplies (GE	5 GAL PAIL			\$699.75
Invoice	166243	12/2/2022			
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$699.75
Refer	6797 FIRE SAFETY USA, INC	Ck# 057394	12/21/2022		
Cash Payment	E 220-42280-240 Small Tools and Minor E	DELUXE COAT PANT			\$1,124.75
Invoice	166290	12/6/2022			



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Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$1,124.75
Refer	6799 <i>GARTEN MARKETPLATZ</i>	<u>Ck# 057395 12/21/2022</u>			
Cash Payment	E 100-43100-411 Tree Maintenance / EAB	4 MAPLES			\$200.00
Invoice	DEC 12, 2022	12/12/2022			
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$200.00
Refer	6825 <i>H&L MESABI</i>	<u>Ck# 057396 12/21/2022</u>			
Cash Payment	E 100-43100-210 Operating Supplies (GE	3/4 X6 RH CE RUNNER			\$414.00
Invoice	11033	12/16/2022			
Transaction Date	12/20/2022	RootRiver State Ban	10100	Total	\$414.00
Refer	6800 <i>HAMMELL EQUIPMENT</i>	<u>Ck# 057397 12/21/2022</u>			
Cash Payment	E 220-42280-212 Vehicle Operating Suppli	SVC-FILTER			\$53.95
Invoice	I152665	11/1/2022			
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$53.95
Refer	6812 <i>HAWKINS, INC.</i>	<u>Ck# 057398 12/21/2022</u>			
Cash Payment	E 601-49400-210 Operating Supplies (GE	WATER SUPPLY CHEMICALS			\$40.00
Invoice	6359715	12/15/2022			
Transaction Date	12/16/2022	RootRiver State Ban	10100	Total	\$40.00
Refer	6801 <i>HUNTINGTON ELECTRIC LLC</i>	<u>Ck# 057399 12/21/2022</u>			
Cash Payment	E 100-45200-404 Repairs/Maint Equipment	OUTLETS BANDSHELL			\$150.00
Invoice	6541	12/8/2022			
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$150.00
Refer	6803 <i>KELLY PRINTING & SIGNS</i>	<u>Ck# 057400 12/21/2022</u>			
Cash Payment	E 100-43100-210 Operating Supplies (GE	DOOR SET			\$70.74
Invoice	228990	11/8/2022			
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$70.74
Refer	6808 <i>MARCO TECHNOLOGIES LLC.</i>	<u>Ck# 057401 12/21/2022</u>			
Cash Payment	E 601-49400-403 Prev. Maint. Agreements	MIT ALLOCATION - 10%			\$367.70
Invoice	INV10678127	12/14/2022			
Cash Payment	E 230-42270-403 Prev. Maint. Agreements	MIT ALLOCATION - 20%			\$735.41
Invoice	INV10678127	12/14/2022			
Cash Payment	E 100-41500-403 Prev. Maint. Agreements	MIT ALLOCATION - 20%			\$735.41
Invoice	INV10678127	12/14/2022			
Cash Payment	E 602-49450-403 Prev. Maint. Agreements	MIT ALLOCATION - 10%			\$367.70
Invoice	INV10678127	12/14/2022			
Cash Payment	E 603-49500-403 Prev. Maint. Agreements	MIT ALLOCATION - 10%			\$367.70
Invoice	INV10678127	12/14/2022			
Cash Payment	E 100-41910-403 Prev. Maint. Agreements	MIT ALLOCATION - 5%			\$183.85
Invoice	INV10678127	12/14/2022			
Cash Payment	E 240-46500-403 Prev. Maint. Agreements	MIT ALLOCATION - 5%			\$183.85
Invoice	INV10678127	12/14/2022			
Cash Payment	E 100-42110-403 Prev. Maint. Agreements	MIT ALLOCATION - 20%			\$735.42
Invoice	INV10678127	12/14/2022			
Transaction Date	12/15/2022	RootRiver State Ban	10100	Total	\$3,677.04
Refer	6813 <i>MAYO CLINIC</i>	<u>Ck# 057402 12/21/2022</u>			
Cash Payment	E 230-42270-415 Medical Services	PARAMEDIC INTERCEPT			\$335.37
Invoice	22-127452	12/4/2022			



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Transaction Date	12/19/2022	RootRiver State Ban	10100	Total	\$335.37
Refer	6809 <i>METERING & TECHNOLOGY SOLU</i>	<u>Ck# 057403 12/21/2022</u>			
Cash Payment	E 602-49450-404 Repairs/Maint Equipment	50% M25			\$49.95
Invoice INV328	9/13/2022				
Cash Payment	E 601-49400-404 Repairs/Maint Equipment	50% M25			\$49.95
Invoice INV328	9/13/2022				
Transaction Date	12/15/2022	RootRiver State Ban	10100	Total	\$99.90
Refer	6805 <i>MIENERGY COOPERATIVE</i>	<u>Ck# 057404 12/21/2022</u>			
Cash Payment	E 100-45200-380 Utility Services (GENER	333119001 8500759501 52 SIGN			\$33.06
Invoice 12/06/2022					
Cash Payment	E 601-49400-380 Utility Services (GENER	333119002 85007612 HSD BS			\$459.83
Invoice 12/06/2022					
Cash Payment	E 601-49400-380 Utility Services (GENER	333119003 85007624 JOHNST WELL			\$414.76
Invoice 12/06/2022					
Cash Payment	E 602-49450-380 Utility Services (GENER	333119004 85007649 STALB LS			\$39.15
Invoice 12/06/2022					
Cash Payment	E 100-43100-380 Utility Services (GENER	333119005 85010070 HSD STLGHTS			\$410.00
Invoice 12/06/2022					
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$1,356.80
Refer	6804 <i>PATHFINDER CRM, LLC</i>	<u>Ck# 057405 12/21/2022</u>			
Cash Payment	E 454-43200-310 Other Professional Servi	CCA PHASE II - OCT & NOV 2022			\$2,727.17
Invoice 222030	12/2/2022				
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total	\$2,727.17
Refer	6817 <i>QUILL.COM</i>	<u>Ck# 057406 12/21/2022</u>			
Cash Payment	E 100-41940-210 Operating Supplies (GE	Z-TOWELS. MULTI PURPOSE CLEANER			\$114.34
Invoice 29377684	12/5/2022				
Transaction Date	12/19/2022	RootRiver State Ban	10100	Total	\$114.34
Refer	6818 <i>QUILL.COM</i>	<u>Ck# 057406 12/21/2022</u>			
Cash Payment	E 100-41940-210 Operating Supplies (GE	BATH TISSUE, Z FOLD TOWELS,			\$115.98
Invoice 29312787	12/1/2022				
Cash Payment	E 100-41500-200 Office Supplies (GENER	SHARPIE - SEE CM			\$23.99
Invoice 29312787	12/1/2022				
Cash Payment	E 602-49450-210 Operating Supplies (GE	SWIFFER - SEE CM			\$35.18
Invoice 29312787	12/1/2022				
Cash Payment	E 100-41500-200 Office Supplies (GENER	SHARPIE			-\$23.99
Invoice 1954689	12/14/2022				
Cash Payment	E 602-49450-210 Operating Supplies (GE	SWIFFER			-\$35.18
Invoice 1954689	12/14/2022				
Transaction Date	12/19/2022	RootRiver State Ban	10100	Total	\$115.98
Refer	6826 <i>QUILL.COM</i>	<u>Ck# 057406 12/21/2022</u>			
Cash Payment	E 100-41500-210 Operating Supplies (GE	COPIER PAPER HP 20 92 10R			\$164.97
Invoice 29476753	12/8/2022				
Cash Payment	E 100-41500-210 Operating Supplies (GE	HP BLACK TONER			\$129.19
Invoice 29476753	12/8/2022				
Transaction Date	12/20/2022	RootRiver State Ban	10100	Total	\$294.16
Refer	6829 <i>RDO EQUIPMENT CO.</i>	<u>Ck# 057407 12/21/2022</u>			



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Cash Payment	E 100-43100-404 Repairs/Maint Equipment	COUPLERS FOR LOADER				\$579.02
Invoice P2374102	11/2/2022					
Transaction Date	12/20/2022	RootRiver State Ban	10100	Total		\$579.02
Refer	6806 SCHUMACHER ELEVATOR CO	Ck# 057408	12/21/2022			
Cash Payment	E 100-41940-403 Prev. Maint. Agreements	MUNI ELEV MAINT				\$200.24
Invoice 90569070	12/1/2022					
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total		\$200.24
Refer	6783 SOUTHEAST MECHANICAL	Ck# 057409	12/21/2022			
Cash Payment	E 220-42280-401 Repairs/Maint Buildings	HOOK UP GAS TO PRESSURE WASHER				\$3,021.25
Invoice 31039	11/14/2022					
Transaction Date	12/9/2022	RootRiver State Ban	10100	Total		\$3,021.25
Refer	6815 THE CHATFIELD NEWS, LLC	Ck# 057410	12/21/2022			
Cash Payment	E 100-41410-350 Print/Binding (GENERAL	ELECTION				\$40.00
Invoice 3236	11/2/2022					
Transaction Date	12/19/2022	RootRiver State Ban	10100	Total		\$40.00
Refer	6821 THE CHATFIELD NEWS, LLC	Ck# 057410	12/21/2022			
Cash Payment	E 100-41500-350 Print/Binding (GENERAL	CLERK-COUNCIL, MIN, ORD,SUMMARY				\$75.00
Invoice 3260	11/16/2022					
Transaction Date	12/19/2022	RootRiver State Ban	10100	Total		\$75.00
Refer	6822 THE CHATFIELD NEWS, LLC	Ck# 057410	12/21/2022			
Cash Payment	E 100-41500-350 Print/Binding (GENERAL	CLERK-COUNCIL, MIN, ORD,SUMMARY				\$72.00
Invoice 3239	11/2/2022					
Transaction Date	12/19/2022	RootRiver State Ban	10100	Total		\$72.00
Refer	6807 WIT BOYZ INC.	Ck# 057411	12/21/2022			
Cash Payment	E 230-42270-404 Repairs/Maint Equipment	BATTERY				\$470.00
Invoice 9270	12/9/2022					
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total		\$470.00
Refer	6784 WIT BOYZ INC.	Ck# 057411	12/21/2022			
Cash Payment	E 220-42280-404 Repairs/Maint Equipment	RAYOVAC C BATTERIES				\$90.00
Invoice 9256	12/9/2022					
Transaction Date	12/9/2022	RootRiver State Ban	10100	Total		\$90.00
Refer	6785 WIT BOYZ INC.	Ck# 057411	12/21/2022			
Cash Payment	E 220-42280-404 Repairs/Maint Equipment	FIX DOOR ON TANKER FITTING ON ENG 2				\$374.65
Invoice 9269	12/9/2022					
Transaction Date	12/9/2022	RootRiver State Ban	10100	Total		\$374.65
Refer	6790 WORTHINGTON DIRECT	Ck# 057412	12/21/2022			
Cash Payment	E 454-43200-500 Cap. Outlay-GENERAL	CHAIRS & RACKS				\$17,396.99
Invoice INV395746	12/13/2022					
Transaction Date	12/14/2022	RootRiver State Ban	10100	Total		\$17,396.99



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Fund Summary

10100 RootRiver State Bank

100 GENERAL FUND	\$6,210.20
220 FIRE - OPERATIONS FUND	\$5,791.79
230 AMBULANCE - OPERATIONS FUND	\$1,742.64
240 EDA	\$190.21
443 2022A WATER STORM PROJECTS	\$475.00
454 CCA CONST - PHASE II	\$20,124.16
601 WATER - OPERATIONS FUND	\$1,356.87
602 SEWER - OPERATIONS FUND	\$2,098.14
603 REFUSE (GARBAGE) FUND	\$379.34
	<hr/>
	\$38,368.35

Pre-Written Checks	\$38,368.35
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$38,368.35



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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor APPLE FORD SHAKOPEE						
057413	S45114	E 801-43100-500	Street Maintenanc	Cap. Outlay-GENERAL	-\$31,000.00	S168 2022 FRD SDTY WHT TIN S127
	S45114	E 801-43100-500	Street Maintenanc	Cap. Outlay-GENERAL	\$50,117.00	S168 2022 FRD SDTY WHT TIN S127
					\$19,117.00	
Vendor APPLE FORD SHAKOPEE						
Vendor BAKER & TAYLOR BOOKS						
203720	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$192.57	13 BOOKS	
203720	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$537.30	47 BOOKS	
203717	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$66.37	4 BOOKS	
					\$796.24	
Vendor BAKER & TAYLOR BOOKS						
Vendor BLACKSTONE PUBLISHING						
207758	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$95.99	CUSTOMER ID 168011	
207277	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$40.00	CUSTOMER ID 168011	
					\$135.99	
Vendor BLACKSTONE PUBLISHING						
Vendor BRIAN LEE CONSTRUCTION, INC.						
2084	E 443-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$8,985.00	CITY WELL SHED	
					\$8,985.00	
Vendor BRIAN LEE CONSTRUCTION, INC.						
Vendor CANON FINANCIAL SERVICES, INC.						
296563	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment	\$108.44	832780-1 COLOR COPIER	
					\$108.44	
Vendor CANON FINANCIAL SERVICES, INC.						
Vendor CENTER POINT LARGE PRINT						
197601	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$560.88		
					\$560.88	
Vendor CENTER POINT LARGE PRINT						
Vendor CENTURYLINK-TELE						
DEC 10,	E 100-43100-321	Street Maintenanc	Telephone	\$20.17	1500 1/5 DID LINES	
DEC 10,	E 211-45500-321	Libraries (GENERA	Telephone	\$80.32	3480 LIBRARY	
DEC 10,	E 100-46630-321	Community Dev -	Telephone	\$154.54	3966 TOUR CENTER	
DEC 10,	E 211-45500-321	Libraries (GENERA	Telephone	\$97.71	2911 LIBRARY ELEVATOR	
DEC 10,	E 100-41500-321	City Clerk	Telephone	\$20.18	1500 1/5 DID LINES	
DEC 10,	E 601-49400-321	Water Utilities (GE	Telephone	\$20.18	1500 1/5 DID LINES	
DEC 10,	E 100-42110-321	Police Administrati	Telephone	\$20.18	1500 1/5 DID LINES	
DEC 10,	E 230-42270-321	Ambulance	Telephone	\$20.18	1500 1/5 DID LINES	
					\$433.46	
Vendor CENTURYLINK-TELE						
Vendor DSG						
S10232	E 601-49400-240	Water Utilities (GE	Small Tools and Minor E	\$161.05	COUPLING	
					\$161.05	
Vendor DSG						
Vendor KELLER MASONRY						
12-21-2	E 443-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$4,242.00	PUMP HOUSE #2	
					\$4,242.00	
Vendor KELLER MASONRY						
Vendor LHB, INC.						
200442	E 454-43200-310	Construction Fund	Other Professional Servic	\$6,226.71	PROJECT 200442.00 CCA - PHASE 2	
					\$6,226.71	
Vendor LHB, INC.						
Vendor LOFFLER						
420941	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment	\$12.04	CANON DXC3725I OVERAGE CHARGE	
					\$12.04	
Vendor LOFFLER						
Vendor MAYO CLINIC						
22-128	E 230-42270-415	Ambulance	Medical Services	\$347.65	PARAMEDIC INTERCEPT	



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Vendor MAYO CLINIC					\$347.65	
Vendor MONICA ERICKSON						
12/20/2	E 211-45500-433		Libraries (GENERA	Dues and Subscriptions	\$69.50	REIMB 1/2 AMAZON PRIME
Vendor MONICA ERICKSON					\$69.50	
Vendor RDO EQUIPMENT CO.						
W1679	E 100-43100-404		Street Maintenanc	Repairs/Maint Equipment	\$2,484.52	WHEEL LOADER ELECTRICAL RUN
Vendor RDO EQUIPMENT CO.					\$2,484.52	
Vendor SCHUMACHER ELEVATOR CO						
905694	E 211-45500-401		Libraries (GENERA	Repairs/Maint Buildings	\$161.77	LIB ELEV MAINT
Vendor SCHUMACHER ELEVATOR CO					\$161.77	
Batch Name 2022 12FA03					\$43,842.25	
					\$43,842.25	

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Check	Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor TASC							
112089	IN2612	E 100-41500-310	City Clerk	Other Professional Servic	\$15.00	COBRA - ADMINISTRATION FEE	
112090	IN2615	E 100-41500-310	City Clerk	Other Professional Servic	\$109.00	FSA - RENEWAL FEE	
	IN2615	E 100-41500-310	City Clerk	Other Professional Servic	\$390.12	FSA - ADMIN FEES	
Vendor TASC					\$514.12		
Batch Name 2022 12FA04					\$514.12		
					\$514.12		

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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor AFLAC						
112081	976935	G 910-21724			\$43.68	ACCT #A8980 STD LANDORF
	976935	G 910-21715			\$56.29	ACCT #A8980 HOSPITAL INS CARLSON
	976935	G 910-21724			\$52.00	ACCT #A8980 STD - CARLSON
	976935	G 910-21713			\$21.58	ACCT #A8980 ACC CARLSON
	976935	G 910-21724			\$72.80	ACCT #A8980 STD BURKHOLDER
	976935	G 910-21718			\$54.47	ACCT #A8980 SPEVNT - BURKHOLER
	976935	G 910-21712			\$82.94	ACCT #A8980 CANCER - BURKHOLDE
	976935	G 910-21715			\$17.20	ACCT #A8980 HOSPITAL INS M ERICK
	976935	G 910-21724			\$47.84	ACCT #A8980 STD KEIGLEY
	976935	G 910-21713			\$28.08	ACCT #A8980 ACC LANDORF
	976935	G 910-21713			\$21.58	ACCT #A8980 ACC SCHMIEDEBERG
	976935	G 910-21724			\$51.48	ACCT #A8980 DISABILITY WANGEN
	976935	G 910-21712			\$36.14	ACCT #A8980 CANCER K COE
	976935	G 910-21713			\$40.04	ACCT #A8980 ACC- M ERICKSON
	976935	G 910-21724			\$49.14	ACCT #A8980 STD SCHMIEDEBERG
Vendor AFLAC					\$675.26	
Vendor CHATFIELD PUBLIC LIBRARY						
112088	26 26.0	R 211-45500-3620	Libraries (GENERA		-\$200.00	SCRIP GAS CARDS
	26 26.0	G 910-21728			\$200.00	SCRIP GAS CARDS
Vendor CHATFIELD PUBLIC LIBRARY					\$0.00	
Vendor DELTA DENTAL						
112087	CNS000	G 910-21711			\$35.25	HYKE - EE
	CNS000	G 910-21711			\$127.60	FUNK - FAMILY
	CNS000	G 910-21711			\$127.60	ERICKSON - FAMILY
	CNS000	G 910-21711			\$35.25	IRISH - EE
	CNS000	G 910-21711			\$127.60	KEIGLEY - FAMILY
	CNS000	G 910-21711			\$127.60	PRIEBE - FAMILY
	CNS000	G 910-21711			\$127.60	SCHLICHTER - FAMILY
	CNS000	G 910-21711			\$127.60	SCHMIEDEBERG - FAMILY
	CNS000	G 910-21711			\$35.25	WANGEN - EE
	CNS000	G 910-21711			\$127.60	BURNETT - FAMILY
Vendor DELTA DENTAL					\$998.95	
Vendor EFTPS						
112078	309868	G 910-21701			\$4,583.25	FEDERAL WH - STAFF
	309868	G 910-21703			\$4,719.64	SOC SEC WH - STAFF
	309868	G 910-21709			\$1,545.94	MEDICARE WH - STAFF
Vendor EFTPS					\$10,848.83	
Vendor EMPOWER						
112084	105336	G 910-21719			\$128.96	CARLSON
	105336	G 910-21719			\$213.97	IRISH
	105336	G 910-21719			\$225.60	BURKHOLDER
	105336	G 910-21719			\$100.00	HYKE
	105336	G 910-21719			\$100.00	WANGEN
	105336	G 910-21719			\$125.00	SCHLICHTER
	105336	G 910-21719			\$93.25	PRIEBE
Vendor EMPOWER					\$986.78	
Vendor HEALTHEQUITY						
112083	2022-1	G 910-21726			\$125.00	HYKE



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112083	2022-1	G 910-21726			\$345.83	YOUNG
	2022-1	G 910-21726			\$175.00	FUNK
	2022-1	G 910-21726			\$125.00	MILIANDER
	2022-1	G 910-21726			\$125.00	IRISH
	2022-1	G 910-21726			\$179.09	SCHLICHTER S
	2022-1	G 910-21726			\$250.00	LANDORF
	2022-1	G 910-21726			\$125.00	SCHLICHTER D
	2022-1	G 910-21726			\$150.00	BURKHOLDER
	2022-1	G 910-21726			\$300.00	BURNETT
	2022-1	G 910-21726			\$152.08	CARLSON
	2022-1	G 910-21726			\$87.50	ELDER
	2022-1	G 910-21726			\$150.00	WANGEN
	2022-1	G 910-21726			\$341.59	ERICKSON
	2022-1	G 910-21726			\$125.00	PRIEBE
Vendor HEALTHEQUITY					\$2,756.09	
Vendor MN DEPART. OF REV./WH TAX						
112079	0-415-6	G 910-21702			\$2,176.93	STATE TAX WH - STAFF
Vendor MN DEPART. OF REV./WH TAX					\$2,176.93	
Vendor MN PEIP						
112086	124775	G 910-21706			\$1,551.52	YOUNG - EE+SP - MED ADV HSA BCBS
	124775	G 910-21706			\$579.57	FUNK - FAMILY
	124775	G 910-21706			\$579.57	HYKE - EE - MED ADV HSA HP
	124775	G 910-21706			\$1,966.32	FOX - FAMILY - MED ADV VALUE BCBS
	124775	G 910-21706			\$813.09	LEWIS - EE - MED ADV HIGH HP
	124775	G 910-21706			\$579.57	CARLSON - EE - MED ADV HSA HP
	124775	G 910-21706			\$1,551.52	BURNETT - FAMILY - MED ADV HSA B
	124775	G 910-21706			\$579.57	BURKHOLDER - EE - MED ADV HSA HP
	124775	G 910-21706			\$579.57	WANGEN - EE - MED ADV HSA HP
	124775	G 910-21706			\$1,551.52	LANDORF - EE+SP - MED ADV HSA HP
	124775	G 910-21706			\$1,551.52	ERICKSON - FAMILY - MED ADV HSA H
	124775	G 910-21706			\$579.57	MILIANDER - EE - MED ADV HSA HP
	124775	G 910-21706			\$579.57	PRIEBE - EE- MED ADV HSA PONE
	124775	G 910-21706			\$1,551.52	SCHLICHTER - FAMILY - MED ADV HS
	124775	G 910-21706			\$2,193.69	SCHMIEDEBERG - EE - MED ADV HIGH
	124775	G 910-21706			\$579.57	IRISH - EE - MED ADV HSA PONE
Vendor MN PEIP					\$17,367.26	
Vendor PERA						
112080	SOMPE	G 910-21704			\$5,514.23	PERA - CITY COORDINATED
	SOMPE	G 910-21705			\$4,891.51	PERA - POLICE
Vendor PERA					\$10,405.74	
Vendor SUN LIFE ASSURANCE COMPANY						
112082	893234	G 910-21720			\$2.56	INSURANCE - LANDORF
	893234	G 910-21720			\$2.56	INSURANCE - BURKHOLDER
	893234	G 910-21720			\$77.76	INSURANCE - WANGEN
	893234	G 910-21720			\$355.71	INSURANCE - YOUNG
	893234	G 910-21720			\$2.56	INSURANCE - CARLSON
	893234	G 910-21720			\$2.56	INSURANCE - IRISH
	893234	G 910-21720			\$2.56	INSURANCE - ERICKSON
	893234	G 910-21720			\$8.80	INSURANCE - HYKE
	893234	G 910-21720			\$2.56	INSURANCE - MILIANDER



City of Chatfield

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112082	893234	G 910-21720			\$2.56	INSURANCE - PRIEBE
	893234	G 910-21720			\$9.00	INSURANCE - SCHLICHTER D
	893234	G 910-21720			\$2.56	INSURANCE - SCHLICHTER S
	893234	G 910-21720			\$12.79	INSURANCE - BURNETT
	893234	G 910-21720			\$6.49	INSURANCE - FUNK
	893234	G 910-21720			\$2.56	INSURANCE - SCHMIEDEBERG
	893234	G 910-21720			\$6.39	INSURANCE - FOX
Vendor SUN LIFE ASSURANCE COMPANY					\$499.98	
Vendor TASC						
112085	12/22/2	G 910-21714			\$222.91	FSA MEDICAL & DEP - EmpE SCHMIED
Vendor TASC					\$222.91	
Batch Name 2022 12FPR02					\$46,938.73	
					\$46,938.73	

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Vendor EFTPS						
112093	615911	G 910-21701			\$29.65	01BWPP26.02
	615911	G 910-21709			\$14.38	01BWPP26.02
	615911	G 910-21703			\$61.50	01BWPP26.02
112091	646150	G 910-21709			\$5.24	02CCPP12.01
	646150	G 910-21703			\$15.46	02CCPP12.01
Vendor EFTPS					\$126.23	
Vendor EMPOWER MNDCP						
112095	105392	G 910-21719			\$29.76	IRISH
Vendor EMPOWER MNDCP					\$29.76	
Vendor MN REVENUE						
112094	1-617-0	G 910-21702			\$16.58	STATE WH TAX
Vendor MN REVENUE					\$16.58	
Vendor PERA						
	SOMPE	G 910-21704			\$69.44	01BWPP26.02
112092	SOMPE	G 910-21704			\$5.72	DCP ELECTED OFFICIAL
Vendor PERA					\$75.16	
Batch Name 2022 12FPRCCSUPP					\$247.73	
					\$247.73	

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Vendor AMAZON CAPITAL SERVICES, INC.							
	1Q6H-C		E 100-42110-240	Police Administrati	Small Tools and Minor E	\$11.99	WIRELESS MOUSE
						\$11.99	
Vendor AMAZON CAPITAL SERVICES, INC.							
Vendor ANDY OCONNOR							
	#9		E 614-49840-302	Cable TV (GENER	Contracted Help	\$1,250.00	CCTV ADMIN CONTRACT - DEC 2022
						\$1,250.00	
Vendor ANDY OCONNOR							
Vendor BAKER & TAYLOR BOOKS							
	203723		E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$21.50	ACCOUNT L6248262
	203722		E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$125.75	ACCOUNT L6248262
						\$147.25	
Vendor BAKER & TAYLOR BOOKS							
Vendor CARL BOLANDER & SONS, LLC							
	46649		E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$50,650.00	JOB 213450 CCA SURVEY SETTLE
						\$50,650.00	
Vendor CARL BOLANDER & SONS, LLC							
Vendor CENEX FLEET FUELING							
	254513		E 100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$131.91	PARK 1
	254513		E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	\$254.28	WWTP 1 - SCHLICHTER
	254513		E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$159.12	STREET 5 - SCHLICHTER
	254513		E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$25.71	WWTP 2 CARD - STREETS CHARGE
	254513		E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	-\$25.71	WWTP 2 CARD - STREETS CHARGE
	254513		E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	\$142.03	WWTP 2 - IRISH
	254513		E 601-49400-212	Water Utilities (GE	Vehicle Operating Suppli	\$82.15	WATER 1
	254513		E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$778.00	STREET 4 - IRISH
	254513		E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$405.51	STREET 1
	254513		E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$635.01	STREET 2
	254513		E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$241.77	POLICE SQUAD 2
	254513		E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$74.67	POLICE SQUAD 1-CHIEF
	254513		E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$85.02	FIRE TANKER 6
	254513		E 100-41500-212	City Clerk	Vehicle Operating Suppli	\$36.68	CITY CAR - CLERK
	254513		E 230-42270-212	Ambulance	Vehicle Operating Suppli	\$311.17	471B
	254513		E 230-42270-212	Ambulance	Vehicle Operating Suppli	\$479.55	471A
	254513		E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$617.08	STREET3
	254513		E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$321.71	POLICE SQUAD 3
						\$4,755.66	
Vendor CENEX FLEET FUELING							
Vendor CHATFIELD PARTS HOUSE							
	872779		E 100-42110-210	Police Administrati	Operating Supplies (GEN	\$2.99	HOSE
	873432		E 100-45200-210	Parks (GENERAL)	Operating Supplies (GEN	\$64.99	CLOTH HW
	874265		E 100-43100-240	Street Maintenanc	Small Tools and Minor E	\$29.98	2.5 GAL DSL
	874398		E 100-43100-240	Street Maintenanc	Small Tools and Minor E	\$99.99	BINDER CHAIN
	871947		E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$22.99	BATTERY
	871931		E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$74.90	HOSE CLAMP
	14.29		E 100-42110-210	Police Administrati	Operating Supplies (GEN	\$14.29	EXCTFIT
	874074		E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$29.98	2.5 GAL DSL
	875258		E 601-49400-210	Water Utilities (GE	Operating Supplies (GEN	\$6.49	THERMOMETER
	874053		E 100-43100-240	Street Maintenanc	Small Tools and Minor E	\$59.99	SHOVEL
	873967		E 601-49400-210	Water Utilities (GE	Operating Supplies (GEN	\$11.96	KEY
	873395		E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$23.97	VALVE SOLVENT
						\$442.52	
Vendor CHATFIELD PARTS HOUSE							
Vendor CITY OF CHATFIELD							
	12/28/2		E 100-41940-380	Municipal Building	Utility Services (GENERA	\$182.37	10-00000001-00-4 THURBER BLDG GA



City of Chatfield

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	12/28/2	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$64.76	10-00000011-007PUBLIC LIBRARY
	12/28/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$139.91	10-00000051-009 FIRE HALL
	12/28/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$64.76	10-00000081-008 CITY SHOP
	12/28/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$146.14	10-00000031-00-3 WWTP
Vendor CITY OF CHATFIELD					\$597.94	
Vendor CMS						
	22-120	E 100-42400-441	Building Inspectio	Plan Review	\$448.92	PLAN REVIEW
Vendor CMS					\$448.92	
Vendor DAVE VOELTZ						
	157217	E 100-43100-410	Street Maintenanc	Snow Removal	\$315.00	SNOW HAULING
Vendor DAVE VOELTZ					\$315.00	
Vendor EGAN COMPANY						
	JC6104	E 454-43200-500	Construction Fund	Cap. Outlay-GENERAL	\$1,036.93	JOB 610455 CCA PL REWORK
Vendor EGAN COMPANY					\$1,036.93	
Vendor EXPERT BILLING, LLC						
	10828	E 230-42270-435	Ambulance	Licences, Permits and Fe	\$1,209.00	TRANSPORTS BILLED - NOV
Vendor EXPERT BILLING, LLC					\$1,209.00	
Vendor FIRE SAFETY USA, INC						
	166663	E 220-42280-152	Fire Department *	Clothing	\$380.00	2 SPIEWAK
	167134	E 220-42280-210	Fire Department *	Operating Supplies (GEN	\$32.45	LABEL
Vendor FIRE SAFETY USA, INC					\$412.45	
Vendor FIRST NETWORK SYSTEMS						
	1176	E 614-49840-302	Cable TV (GENER	Contracted Help	\$1,293.75	09/2022-08/2023 CCTV TECH COORD-
	1176	E 614-49840-302	Cable TV (GENER	Contracted Help	\$775.00	GBB COORD - P1 OF 2
Vendor FIRST NETWORK SYSTEMS					\$2,068.75	
Vendor FREDERICK S. SUHLER, ATTY						
	JAN 1,	E 100-41100-304	Legislative	Legal Fees	\$500.00	MONTHLY RETAINER
	JAN 1,	E 100-41100-304	Legislative	Legal Fees	\$120.00	ADDITIONAL TASKS
Vendor FREDERICK S. SUHLER, ATTY					\$620.00	
Vendor HBC						
	EMJAN4	E 602-49450-321	Sewer (GENERAL)	Telephone	\$14.86	1439299 867-4321BASIC & TOLL
	EMJAN4	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$112.46	1439299 BUS VALUE PKG 120MBPS
Vendor HBC					\$127.32	
Vendor KFI ENGINEERS						
	58034	E 454-43200-310	Construction Fund	Other Professional Servic	\$2,450.00	CCA - PHASE II PROJECT 21-0281.00
Vendor KFI ENGINEERS					\$2,450.00	
Vendor LEWISTON AUTO CO, INC.						
	RO# 31	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$562.17	2016 SLVRDO CHK ENG
	RO# 31	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$39.00	2016 SILVERADO BATTERY
Vendor LEWISTON AUTO CO, INC.					\$601.17	
Vendor LINDE						
	333784	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$51,029.00	HIGH PRESSURE
Vendor LINDE					\$51,029.00	
Vendor LUMEN-LEVEL3 (WEBEX)						
	621089	E 100-41500-320	City Clerk	Communications (GENER	\$244.38	WEBEX 10@23 + TAX/LIC
Vendor LUMEN-LEVEL3 (WEBEX)					\$244.38	



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Vendor MACQUEEN EQUIPMENT						
W1124	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment		\$1,453.30	CYLINDER
Vendor MACQUEEN EQUIPMENT					\$1,453.30	
Vendor MARCO TECHNOLOGIES LLC.						
INV107	E 100-45200-435	Parks (GENERAL)	Licences, Permits and Fe		\$19.00	1 PARKS BUS PREM
INV107	E 220-42280-435	Fire Department *	Licences, Permits and Fe		\$19.00	1 FD BUS PREM
INV107	E 230-42270-435	Ambulance	Licences, Permits and Fe		\$38.00	2 AMB BUS PREM
INV107	E 240-46500-435	Economic Dev (GE	Licences, Permits and Fe		\$9.50	1 EDA EXCHANGE ON LINE + ACTIVE
INV107	E 601-49400-435	Water Utilities (GE	Licences, Permits and Fe		\$19.00	1 WTR BUS PREM
INV107	E 602-49450-435	Sewer (GENERAL)	Licences, Permits and Fe		\$38.00	2 WW BUS PREM
INV107	E 100-41910-435	Planning and Zoni	Licences, Permits and Fe		\$9.50	1 PLNG DEPT EXCHANGE ON LINE + A
INV107	E 100-45124-435	Swimming Pools -	Licences, Permits and Fe		\$9.50	1 POOL EXCHANGE ON LINE + ACTIVE
INV107	E 100-42110-435	Police Administrati	Licences, Permits and Fe		\$190.00	10 PD MS BUS PREM
INV107	E 100-41500-435	City Clerk	Licences, Permits and Fe		\$85.50	4 MS BUS PREM & 1 VM EXCH + ACTI
INV107	E 100-41100-435	Legislative	Licences, Permits and Fe		\$57.00	6 LEG EXCHANGE ON LIN P1 & ACTIV
INV107	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe		\$19.00	1 MS BUS PREM
Vendor MARCO TECHNOLOGIES LLC.					\$513.00	
Vendor NORTON PSYCHOLOGICAL SERVICES						
12/22/2	E 100-42110-310	Police Administrati	Other Professional Servic		\$375.00	PSYCHOLOGIC SERVICES
Vendor NORTON PSYCHOLOGICAL SERVICES					\$375.00	
Vendor NOVOTNY LAW OFFICE, LTD.						
2538	E 100-42110-304	Police Administrati	Legal Fees		\$1,537.00	CITY PROSECUTION - 4Q 2022
Vendor NOVOTNY LAW OFFICE, LTD.					\$1,537.00	
Vendor OLMSTED COUNTY ASMT, REV & ELE						
ASSE-1	E 100-41500-350	City Clerk	Print/Binding (GENERAL)		\$97.14	TNT MAILING
Vendor OLMSTED COUNTY ASMT, REV & ELE					\$97.14	
Vendor QUILL.COM						
295968	E 602-49450-210	Sewer (GENERAL)	Operating Supplies (GEN		\$35.18	WET JET
295968	E 100-41500-200	City Clerk	Office Supplies (GENERA		\$23.99	SHARPIES
297268	E 100-41500-210	City Clerk	Operating Supplies (GEN		\$382.99	312 - CLERK TONER
Vendor QUILL.COM					\$442.16	
Vendor RITEWAY						
22-852	E 100-41500-210	City Clerk	Operating Supplies (GEN		\$337.00	W2 1099
Vendor RITEWAY					\$337.00	
Vendor THE CHATFIELD NEWS, LLC						
3149	E 100-41500-350	City Clerk	Print/Binding (GENERAL)		\$380.00	ORD 461 ADMIN
3190	E 100-41500-350	City Clerk	Print/Binding (GENERAL)		\$40.00	PH
3192	E 100-41910-350	Planning and Zoni	Print/Binding (GENERAL)		\$40.00	P&Z MTG PH NOTICE PLATS
3148	E 100-41410-350	Elections	Print/Binding (GENERAL)		\$40.00	ELECTION
3325	E 100-41500-350	City Clerk	Print/Binding (GENERAL)		\$420.00	ORD 462 FEES
Vendor THE CHATFIELD NEWS, LLC					\$920.00	
Vendor THREADS CUSTOM APPAREL						
4845	E 230-42270-152	Ambulance	Clothing		\$20.00	PATCHES
Vendor THREADS CUSTOM APPAREL					\$20.00	
Vendor UC LABORATORY						
114906	E 602-49450-217	Sewer (GENERAL)	Testing		\$435.07	WWTP LABS
Vendor UC LABORATORY					\$435.07	



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Vendor US BANK ONE CARD							
	12-26-2	E 100-43100-240	Street Maintenanc	Small Tools and Minor E		\$647.74	IRONSIDE TRAILER - BLADES
	12-26-2	E 211-45500-322	Libraries (GENERA	Postage		\$5.07	USPS - RETURN BOOK
	12-26-2	E 211-45500-430	Libraries (GENERA	Miscellaneous (GENERAL		\$17.28	LOWES - WREATHS
	12-26-2	E 100-42110-153	Police Administrati	Uniform Allowance		\$107.75	GALLS - HATS & GLOVES
	12-26-2	E 100-42110-322	Police Administrati	Postage		\$4.80	USPS - ST. PAUL
	12-26-2	E 100-42110-404	Police Administrati	Repairs/Maint Equipment		\$10.00	CRAMERS - CAR WASH
	12-26-2	E 211-45500-433	Libraries (GENERA	Dues and Subscriptions		\$159.24	STORY BLOCK - SUBSCRIPTION
	12-26-2	E 100-41940-380	Municipal Building	Utility Services (GENERA		\$23.00	OC - HAZ WASTE
	12-26-2	E 230-42270-210	Ambulance	Operating Supplies (GEN		\$40.54	ZOLL - PAPER
	12-26-2	E 100-42110-210	Police Administrati	Operating Supplies (GEN		\$28.45	DG - FLASH DRIVE
	12-26-2	E 100-42110-153	Police Administrati	Uniform Allowance		\$32.98	AMZN - GLOVES
	12-26-2	E 230-42270-205	Ambulance	Service Incentives/Rewa		\$85.90	SILVER GRILLE - PIZZA
	12-26-2	E 100-41100-309	Legislative	Conference Expense		\$350.00	LMC - EO INST BLUHM
	12-26-2	E 601-49400-322	Water Utilities (GE	Postage		\$6.10	USPS - WATER SAMPLE
	12-26-2	E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings		\$326.44	BOBRICK - CHANGING TABLE
	12-26-2	E 100-43100-310	Street Maintenanc	Other Professional Servic		\$6.25	FMCSA - DOT CLEARING HOUSE
	12-26-2	E 230-42270-210	Ambulance	Operating Supplies (GEN		\$374.25	ZOLL - ELECTRODES
	12-26-2	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe		\$0.99	APPLE.COM - STORAGE
	12-26-2	E 100-43100-152	Street Maintenanc	Clothing		\$164.97	DICKIES - WORK PANTS
	12-26-2	E 100-41100-309	Legislative	Conference Expense		\$350.00	LMC - EO INST MCBROOM
	12-26-2	E 100-41500-433	City Clerk	Dues and Subscriptions		\$240.00	LAST PASS SUBSCRIPTION
Vendor US BANK ONE CARD						\$2,981.75	
Vendor WIT BOYZ INC.							
	9275	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment		\$131.78	REPAIR UNDERBODY PLOW
Vendor WIT BOYZ INC.						\$131.78	
Vendor WM HANSON WASTE REMOVAL							
	33445	E 100-41940-384	Municipal Building	Refuse/Garbage Disposal		\$55.10	GARBAGE SERVICE - CITY HALL
	33445	E 100-45200-384	Parks (GENERAL)	Refuse/Garbage Disposal		\$166.71	GARBAGE SERVICE - PARKS (FIRE HAL
	33445	E 602-49450-384	Sewer (GENERAL)	Refuse/Garbage Disposal		\$146.93	GARBAGE SERVICE - WWTP
	33445	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal		\$2,249.32	RESIDENTIAL FUEL SURCHARGE
	33445	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal		\$15,298.50	1,175 RESIDENTIAL PU @ 13.02
	33445	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal		\$2,096.64	RESIDENTIAL OC ENV FEE
Vendor WM HANSON WASTE REMOVAL						\$20,013.20	
Batch Name 2022 CL 2022 AP1						\$147,674.68	
						\$147,674.68	

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Vendor BANK OF ZUMBROTA						
2/1/202	E 336-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$43,000.00	2016B PRINCIPAL
2/1/202	E 336-47000-611	Debt Service (GEN	Bond Interest		\$3,206.38	2016B INTEREST
Vendor BANK OF ZUMBROTA					\$46,206.38	
Vendor F & M COMMUNITY BANK						
22A FE	E 343-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$30,000.00	2022A GO PRINCIPAL
19A 2/1	E 342-47000-610	Debt Service (GEN	Interest		\$2,520.00	2019A GO TAX ABATEMENT
19A 2/1	E 342-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$31,000.00	2019A GO TAX ABATEMENT
17A 02/	E 338-47000-611	Debt Service (GEN	Bond Interest		\$4,161.00	2017A INTEREST
17A 02/	E 338-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$45,000.00	2017A PRINCIPAL
22A FE	E 343-47000-611	Debt Service (GEN	Bond Interest		\$29,771.73	2022A GO INTEREST
Vendor F & M COMMUNITY BANK					\$142,452.73	
Vendor MIENERGY COOPERATIVE						
17B 02/	E 339-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$15,000.00	2017B GO
Vendor MIENERGY COOPERATIVE					\$15,000.00	
Vendor NORTHLAND SECURITIES						
12A 12/	E 332-47000-611	Debt Service (GEN	Bond Interest		\$8,442.50	2012A INTEREST
12A 12/	E 332-47000-620	Debt Service (GEN	Bond Fees-FscAgnt Issn		\$495.00	2012A PAYING AGENT
14A 12/	E 334-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$180,000.00	2014A PRINCIPAL
14A 12/	E 334-47000-611	Debt Service (GEN	Bond Interest		\$6,243.75	2014A INTEREST
16A 12/	E 335-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$545,000.00	2016A PRINCIPAL
16A 12/	E 335-47000-611	Debt Service (GEN	Bond Interest		\$33,200.00	2016A INTEREST
16A 12/	E 335-47000-620	Debt Service (GEN	Bond Fees-FscAgnt Issn		\$495.00	2016A FISCAL AGENT FEE
12A 12/	E 332-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$150,000.00	2012A PRINCIPAL
18A 12/	E 340-47000-610	Debt Service (GEN	Interest		\$61,350.00	2018A INTEREST
18A 12/	E 340-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$180,000.00	2018A PRINCIPAL
Vendor NORTHLAND SECURITIES					\$1,165,226.25	
Batch Name 2023 01BONDS					\$1,368,885.36	
					\$1,368,885.36	

([BatchID] in (18311))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: January 2023

2023 01FA01

01/05/23 12:51 PM

Page 2

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Vendor IACP						
025496	E 100-42110-433	Police Administrati	Dues and Subscriptions		\$190.00	DUES - 2023
					\$190.00	
Vendor LEADERSHIP GROWTH GROUPS LLC						
23801	E 100-41500-208	City Clerk	Training and Instruction		\$600.00	LEADERSHIP GROWTH GROUP - 2023
					\$600.00	
Vendor MAA						
1227	E 230-42270-433	Ambulance	Dues and Subscriptions		\$404.00	
					\$404.00	
Vendor MEDIACOM						
DEC 26,	E 100-42110-438	Police Administrati	Internet Expenses		\$114.85	1/3 CITY HALL HSD & STATIC IPS
DEC 26,	E 100-41500-438	City Clerk	Internet Expenses		\$114.85	1/3 CITY HALL HSD & STATIC IPS
DEC 26,	E 230-42270-438	Ambulance	Internet Expenses		\$115.20	1/3 CITY HALL HSD & STATIC IPS
					\$344.90	
Vendor MN CHIEFS OF POLICE ASSOC.						
13723	E 100-42110-433	Police Administrati	Dues and Subscriptions		\$342.00	MBRSHRPNWL - 2023
					\$342.00	
Vendor MN DEPART. OF REV/SALES & USE						
	E 614-49840-437	Cable TV (GENER	Sales Tax - Purchases		\$0.00	7316521 CCTV SALES
	E 603-49500-436	Refuse/Garbage (Sales Tax		\$0.00	7316521 GARBAGE TAX
	E 100-45124-437	Swimming Pools -	Sales Tax - Purchases		\$0.00	7316521 POOL SALES & OC
	E 100-45200-436	Parks (GENERAL)	Sales Tax		\$0.00	7316521 CAMP SITE
					\$0.00	
Vendor MN DEPART. OF REV/SALES & USE						
					\$0.00	
Vendor MN RURAL WATER ASSOCIATION						
12/9/20	E 602-49450-433	Sewer (GENERAL)	Dues and Subscriptions		\$529.63	50% ANNUAL DUES
12/9/20	E 601-49400-433	Water Utilities (GE	Dues and Subscriptions		\$529.62	50% ANNUAL DUES
					\$1,059.25	
Vendor MN STATE FIRE DEPT ASSOCIATION						
2023	E 220-42280-433	Fire Department *	Dues and Subscriptions		\$225.00	DUES - 2023
					\$225.00	
Vendor RAEDI						
2023	E 100-41100-433	Legislative	Dues and Subscriptions		\$5,250.00	2023 INVESTMENT
					\$5,250.00	
Vendor STRYKER MEDICAL						
398590	E 230-42270-403	Ambulance	Prev. Maint. Agreements		\$10,932.00	PM AGMT - 2023
					\$10,932.00	
Vendor TK ELEVATOR CORPORATION						
300700	E 250-46630-404	Community Dev -	Repairs/Maint Equipment		\$1,196.03	JOB# US177260 01/01/2023-12/31/20
					\$1,196.03	
Vendor TRITECH						
366769	E 100-42110-435	Police Administrati	Licences, Permits and Fe		\$5,178.45	LETG - ANNUAL LIC
					\$5,178.45	
Vendor WM HANSON WASTE REMOVAL						
	E 100-41940-384	Municipal Building	Refuse/Garbage Disposal		\$0.00	GARBAGE SERVICE - CITY HALL
	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal		\$0.00	GARBAGE SERVICE - OC ENVIRON FEE
	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal		\$0.00	GARBAGE SERVICE - ____ P/U @ 13.0



City of Chatfield

Batch Listing - Unposted Summary

Current Period: January 2023

2023 01FA01

01/05/23 12:51 PM

Page 3

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
		E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$0.00	GARBAGE SERVICE - FUEL SURCHARG
		E 602-49450-384	Sewer (GENERAL)	Refuse/Garbage Disposal	\$0.00	GARBAGE SERVICE - WWTP
		E 100-45200-384	Parks (GENERAL)	Refuse/Garbage Disposal	\$0.00	GARBAGE SERVICE - FIRE HALL
Vendor WM HANSON WASTE REMOVAL					\$0.00	
Batch Name 2023 01FA01					\$51,402.14	
					\$51,402.14	

([BatchID] in (18289))

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: _____ Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ County: _____

Name of Chief Executive Officer (CEO): _____

CEO Daytime Phone: _____ CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

_____ A current calendar year Certificate of Good Standing

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

_____ IRS income tax exemption (501(c)) letter in your organization's name

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

_____ IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted

(for raffles, list the site where the drawing will take place): _____

Physical Address (do not use P.O. box): _____

Check one:

☐ City: _____ Zip: _____ County: _____

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): _____

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards

☐ Raffle (total value of raffle prizes awarded for the calendar year, including this raffle: \$ _____)

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p>_____ The application is acknowledged with no waiting period.</p> <p>_____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p>_____ The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 10px; text-align: center; margin-top: 20px;"> The city or county must sign before submitting application to the Gambling Control Board. </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p>_____ The application is acknowledged with no waiting period.</p> <p>_____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p>_____ The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>_____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
--	---

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS
Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS
Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Joel Young

From: mark6813@charter.net
Sent: Friday, December 23, 2022 1:17 PM
To: Joel Young
Cc: Micah Heins; Aaron Gross; tricountymnpf@gmail.com
Subject: LG220 Gambling Permit Application - Tri-County Pheasants Forever
Attachments: LG220 Tri County PF 02 08 2023 Gambling Permit application.pdf; Tzx Exempt 501C3 verification 10-28-08.pdf; Tri-County (MN) 0004_Charter 11.22.16.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Joel, Thanks for taking my phone call a couple of days ago. Here is our Application for a Charitable Gambling Permit and the supporting documents the state requires.

We submitting an application for charitable gambling permit for the Chatfield City Councils consideration and approval for the following event.

Event Description:

Tri-County Pheasants Forever Gun Bingo Night
To be Held at Jac's Bar & Grill Main St Chatfield
Wed Feb 8, 2023

Fund Raiser for Land Acquisition and habitat improvements on existing Wild Life Management areas to be completed in Fillmore and Olmsted Counties.

All land and habitat improvements are open to public hunting, bird watching, Hiking, trapping and other non-motorized outdoor activities.

Tri-County Pheasants Forever, has completed several land purchases that have been used to create Wild Life Management areas in Fillmore county.

Most Recently we have completed

44 Acre addition to Beaver Creek WMA in 2021

16 Acre addition to Beaver Creed WMA in 2022

Food plots on Chosen Valley and Spring Valley WMA's

Prairie restoration on Chosen Valley

Historical Land purchases by Tri-County and turned over to the MN DNR for MN Wilde Life Management Areas(WMA's)

Chosen Valley WMA

Marshall WMA

Spring Valley WMA

William Pease WMA

Myrhe WMA

Barnes Addition to Chosen Valley WMA

Nosek WMA (2007)

Tri-County also actively and financially supports 11 High School trap teams in Dodge, Olmsted and Fillmore counties

Thanks for your consideration.

Mark Dean
President Tri-County Pheasants Forever
tricountymnpf@gmail.com
mark6813@charter.net
(M) 507-254-5146

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

4/22
Page 1 of 4

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Tri-County Pheasants Forever

Previous Gambling Permit Number: X- X-03664-22-013

Minnesota Tax ID Number, if any: ES 29354

Federal Employer ID Number (FEIN), if any: 41-1429149

Mailing Address: PO Box 6225

City: Rochester State: MN Zip: 55903 County: Olmsted

Name of Chief Executive Officer (CEO): Mark R Dean

CEO Daytime Phone: 507-254-5146 CEO Email: tricontymnnpf@gmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☒ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted

(for raffles, list the site where the drawing will take place): Jac's Bar & Grill

Physical Address (do not use P.O. box): 129 Main St

Check one:

☒ City: Chatfield Zip: 55923 County: Fillmore

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 02/08/2023

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). <input type="checkbox"/> The application is denied.	<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. <input type="checkbox"/> The application is denied.
Print City Name: <u>Chatfield</u>	Print County Name: _____
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date: _____	Title: _____ Date: _____
<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"> The city or county must sign before submitting application to the Gambling Control Board. </div>	TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: [Signature] Date: 12/22/2022
 (Signature must be CEO's signature; designee may not sign)

Print Name: Mark R Dean

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
Complete a separate application for: <ul style="list-style-type: none"> all gambling conducted on two or more consecutive days; or all gambling conducted on one day. Only one application is required if one or more raffle drawings are conducted on the same day. Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).	Mail application with: <ul style="list-style-type: none"> a copy of your proof of nonprofit status; and application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota. To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113 Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; Individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

PHEASANTS FOREVER CHARTER AGREEMENT



What we care about and why it's unique

- Since our founding in 1982, Pheasants Forever's life-blood has been the dedicated volunteers who give generously of their time to build local chapters and deliver our mission. At the heart of Pheasants Forever is the unique grassroots system of fundraising and project development that enables members to see the direct results of their contributions. Pheasants Forever empowers its chapters with the responsibility to determine how 100% of their locally raised funds are spent to achieve the mission – the only national conservation organization that operates through this truly grassroots structure.
- In order for Pheasants Forever to maximize the strength of this model and function in an efficient, effective and fully accountable manner, it is essential that all parties agree to work together in a shared spirit of cooperation to achieve our single mission – *the conservation of pheasants, quail and other wildlife through habitat improvements, public awareness, education and land management policies and programs.*

What Pheasants Forever and Chapters are jointly committed to doing

- Working together to strengthen our organization and to maximize the impact of our work on the mission
- Representing Pheasants Forever in a professional and ethical manner that exemplifies the quality brand that we've built together
- Ensuring that we maintain strong fiscal stewardship of the funds we raise and spend

What Pheasants Forever commits to do for the Chapters

- Provide effective leadership and professional expertise on matters of importance to the organization
- Listen and be responsive to the Chapter's needs
- Provide reasonable liability protection for the Chapter and its volunteers
- Provide sound financial standards and practices and help the Chapter in following those standards through necessary training and support in order to maintain the organization's tax exempt status with the IRS

What Pheasants Forever Chapters commit to doing to advance our mission

- Efficiently raise funds and generate members in order to advance our joint mission
- Conduct an annual fundraising and membership event
- Sponsor and/or conduct quality projects and activities that further the mission
- Maintain strong accountability over the funds raised and spent

All provisions contained in the Supplement to Charter Agreement are incorporated into this Charter Agreement by reference.

FOR PHEASANTS FOREVER, INC:

Will Clayton
Signature – Regional Representative

Will Clayton
Printed Name – Regional Representative

Corporate Approval:

[Signature]
President & Chief Executive Officer

Effective Date of Charter

RECEIVED

NOV 18 2016

FOR THE CHAPTER:

Tri - County MN 0004
Chapter Name

[Signature]
Signature – Chapter President

Mark R. Dean
Printed Name – Chapter President

[Signature]
Signature – Chapter Treasurer

Rodney Hamilton
Printed Name – Chapter Treasurer

SUPPLEMENT TO CHARTER AGREEMENT



Introduction

This Supplement to Charter Agreement is attached to and made part of the Charter Agreement (collectively hereinafter the Supplement and Chapter Agreement are referred to as the "Agreement") between Pheasants Forever, Inc. ("PF"), a nonprofit corporation, with its principal place of business at 1783 Buerkle Circle, St. Paul, MN 55110 and the Tri-County Chapter of Pheasants Forever ("Chapter").

Section 1: Grant of charter to chapter

No.	Topic	Main Points	Full Text
1.1	Charter	PF is granting the Chapter a charter and the Chapter is able to use the PF name and logo	PF hereby grants to the Chapter a non-exclusive charter to be a chapter of Pheasants Forever. In accordance therewith, the Chapter is authorized to use the name "Pheasants Forever" and the logo of PF in connection with the Chapter's name, subject to the terms and conditions of this Agreement and any written guidelines or policies provided to the Chapter by PF now or in the future.
1.2	Mission	We share a compelling mission	The mission of Pheasants Forever is the conservation of pheasants, quail and other wildlife through habitat improvements, public awareness, education and land management policies and programs.
1.3	Exempt status	The Chapter gets to benefit from the PF tax exempt status	The Chapter, by virtue of being in good standing with PF, is allowed to raise and expend funds using the federal tax exempt status of PF. A copy of PF's IRS determination letter is available in the Chapter Operations Manual or by contacting your regional representative or the PF national office.
1.4	Term	This charter is valid for a certain period of time	The Term of this Agreement shall commence on the effective date set forth above and shall continue until <u>11-17-19</u> , or until terminated by PF or the Chapter, pursuant to the terms of this Agreement.
1.5	Renewal	The Chapter can renew the charter before it expires	Prior to the end of the term designated in item 1.4 above, the Chapter shall be eligible to renew its charter by following the re-chartering procedures as set forth by PF.
1.6	Territory	The Chapter has a specific territory	The Chapter has been designated a geographic area consisting of the following county or counties <u>Dodge, Olmsted, & Fillmore</u> in the State of <u>Minnesota</u> (the "Territory"). The Chapter acknowledges that this Territory designation is non-exclusive and that PF may, in its sole discretion, designate or organize chapters in the Territory or may sponsor or conduct programs, accept members, and perform other activities within the Territory. This Territory designation shall not prohibit the Chapter from spending funds on authorized activities outside of its designated Territory.
1.7	Authorized Activities	The Chapter is authorized to do many things to	PF specifically authorizes the Chapter to conduct the following activities within the Territory: (i) fundraising activities, (ii) habitat projects benefiting pheasants, quail and other wildlife, and (iii) youth

CONTRACT FOR CONSULTING SERVICES Chatfield Cable Television Seasonal Event Coordinator

This agreement, made this 31 day of December, 2022, between the City of Chatfield, a Minnesota municipal corporation, (hereinafter "City") and Andy O'Connor, (hereinafter "Consultant"), witnesseth that:

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

This position works closely with the Cable Television Administrator.

2. The primary duties include but are not limited to:
 - a. Recruit and coordinate volunteers for all events during the respective sport or season.
 - b. Volunteer to set up, tear down and return equipment for each event, or recruit a volunteer to do so if you are unavailable.
 - c. Manage the operation of each event, insert the sd card int CCTV computer for the technical coordinator to process the footage.
3. Compensation for these services will be \$1550.00 per season, payable in two equal installments. The first payment will be made approximately 15 days after the end of the first month of the season and the second payment will be made approximately 15 days after the second month of the season.
4. Consultant shall not receive any reimbursement from the City for any travel expenses or meals while performing any duties required by this agreement unless approved in advance by the Cable Television Access Board.
5. Consultant, during the period this agreement, shall be considered an independent contractor and not an employee of the City of Chatfield. The consultant is required to maintain motor vehicle insurance throughout the duration of the contract.
6. Either party may terminate this agreement during its term for any reason upon the giving of 30 days prior written notice to the other. In the event the City terminates the agreement before the end of the term set forth, Consultant shall not be entitled to any payment for a period in which services are not performed. Otherwise, this agreement shall terminate at the end of the basketball season.

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

Mayor

Andrew O'Connor
Contractor



1911 14th Street NW • Rochester, MN 55901 • www.abcinc.org

Contractual Agreement Between The City of Chatfield and Ability Building Community

Scope of Work:

Ability Building Community, herein referred to as “Vendor” will provide a supervised crew to provide custodial services to Chatfield City Hall, herein referred to as “Vendee”. The location of the worksite is: 21 2nd Street SE Chatfield, MN 55923.

A specific list of tasks can be found on-site in the ABC worksite book, but will generally consist of: vacuuming carpeted areas, cleaning, mopping and/or dusting all resilient surfaces such as floors, ledges, furniture and picture frames, cleaning restrooms, emptying trash, sweeping building garages and washing interior windows. In addition to City Hall, tasks will be performed as the City Park, Fire Station and Water Plant.

Uniform and other requirements:

No uniform requirements.

Vendee will provide all equipment and chemicals as well as all paper supplies and trash can liners. Vendor will provide all personal protective equipment. (Any Vendee supplied chemical changes require updated SDS sheets, and prior approval before use).

Schedule:

The crew will provide the above services two days per week on Mondays & Wednesdays from approximately 9:00am – 2:00pm. Additional days may be added if mutually agreed upon by Vendor and Vendee. In the event of inclement weather, when driving conditions are dangerous, Vendor reserves the right to postpone, reschedule, or cancel services for the day. Individuals’ health and safety cannot be jeopardized due to dangerous driving conditions. Vendor is closed on ABC’s listed holidays/closed days and employees will not be scheduled to work those days. 2024 Holiday schedule will be submitted by 12/15/23

2023 Holiday/Closed Days

Monday January 2nd (New Year’s)

Monday May 29th (Memorial Day)

Wednesday June 14th (Staff Training Day)

Tuesday July 4th (Independence Day)

Monday September 4th (Labor Day)

Tuesday October 10th (ABC Recognition Banquet – All Crews End by 4:00pm)

Thursday November 23rd & Friday November 24th (Thanksgiving)

Monday December 25th & Tuesday December 26th (Christmas)



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If vendee would like to request to switch service days due to a holiday/closed day, contact must be made with the below vendor contact at least two weeks prior. Vendor will do their best to accommodate schedule changes, but cannot guarantee a schedule change can occur.

Vendor's primary contact: Sarah Timmerman, communitycontracts@abcinc.org, 507-535-7137

Vendee's primary contact: Joel Young, 507-867-3810, jyoung@ci.chatfield.mn.us

Terms:

The terms of this work agreement are in effect for the 2023 calendar year, and may be extended by mutual agreement of both parties. An updated contract will be generated at the beginning of each calendar year. Either party may cancel this agreement in thirty (30) working days by providing written notice.

Invoice and Payments:

Vendor will charge \$36.35 per crew hour for the services outlined in this contractual agreement. Vendee will be billed following services, with payment due within thirty (30) days of invoice date. Vendee may be subject to a late fee for payments received after 45 days of the invoice date. This rate will be reviewed annually. Unless noted invoices will be sent electronically.

Billing Contact for Vendee: kcoe@ci.chatfield.mn.us

Billing Contact for Vendor: accountsreceivable@abcinc.org

It is understood that the Vendor's staff and individuals served are Vendor's employees, and Vendor will cover all wages, benefits, withholding taxes, and workers compensation insurance.

Health & Safety:

The Vendee will provide a safe working environment for ABC employees. The Vendee will provide personal protective equipment (when applicable). This may include gloves, eye/face protection, etc. Safety Data Sheets (SDS) will also be provided for any products or materials which ABC employees may be expected to use or handle. ABC personnel will perform safety evaluations of the work areas at a minimum of once yearly. ABC employees will be required to follow all safety policies put in place by the Vendee. If ABC employees do not follow proper safety policies, the Vendee will immediately notify contact person listed above as vendor primary contact. It is ABC's responsibility to ensure that all its employees are following established safety policies.

Equal Opportunity Statement

It is the policy of the Vendor to provide equal employment opportunities to individuals without regard to disability, race, color, sex, marital status, or national origin.



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Compliance with Laws and Regulations

In the performance of services under this agreement, Vendor and Vendee agree to comply with all HIPAA, Federal, State, and local laws, ordinances, rules, and regulations.

Except as otherwise provided in this agreement, Vendee may not use or disclose **Protected Health Information (PHI)** they may obtain by any means through the course of contracting services from Vendor, unless specified in this agreement, and provided that such use or disclosure does not violate the **Health Insurance Portability and Accountability Act (HIPAA)** and its implementing regulations, including but not limited to 45 Code of Federal Regulations parts 142, 160, 162, and 164, hereinafter referred to as the Privacy Rule. The uses and disclosures of PHI may not exceed the limitations applicable to the Vendor under the regulations except as authorized.

The Vendee shall not use or further disclose PHI other than as permitted or required by this agreement, or as required by law. The Vendee shall use appropriate safeguards to prevent use or disclosure of PHI other than as provided for by this agreement. The Vendee shall report to the Vendor any use or disclosure of the PHI not provided for by this agreement or otherwise in violation of the Privacy Rule.

Human Rights Provision:

Workers assigned to this job may be considered vulnerable adults. Vendor requests any suspected abuse or negligence issues related to the workers' vulnerability be reported to the Vendor contact to take appropriate action. Further information about the workers should be considered confidential and subject to the same protection as other employee information under the Federal and State Data privacy laws.

Joel Young, City Clerk
City of Chatfield

Sarah Timmerman, Director of Program Innovation
Ability Building Community

Date

12-14-22

Date

December 29, 2022

Honorable Mayor and
Members of the City Council
City of Chatfield, Minnesota
21 SE 2nd Street
Chatfield, Minnesota 55923

You have requested that we audit the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Chatfield, Minnesota, as of December 31, 2022 and for the year then ending, and the related notes, which collectively comprise City of Chatfield, Minnesota's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that certain required supplementary information (RSI) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's discussion and analysis
2. Schedule of City and Non-Employer Proportionate Share of Net Pension Liability
3. Schedule of City Contributions to Pension Plans

Supplementary information other than RSI will accompany City of Chatfield, Minnesota's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance U.S. GAAS. We intend to provide an opinion on the following supplementary information in relation to the basic financial statements as a whole:

1. Financial data included in the management's discussion and analysis
2. The Combining and Individual Non-Major Fund financial statements and schedules
3. Supplementary financial information

Also, the document we submit to you will include the following other additional information that will not be subjected to the auditing procedures applied in our audit of the basic financial statements:

1. Introductory section, including elected and appointed officials

Auditor Responsibilities

We will conduct our audit in accordance with GAAS. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We may advise management about appropriate accounting principles and their application, and we may assist in the assembly of your financial statements. However, management has the final responsibility for the selection and application of accounting policies and the fair presentation of financial statements that reflect the nature and operation of City of Chatfield, Minnesota.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Chatfield, Minnesota's ability to continue as a going concern for a reasonable period of time.

Our engagement is not designed to detect immaterial misstatements, including those caused by error, fraud, theft, illegal acts, any wrongdoing within the entity, or noncompliance with laws and regulations. However, we will inform the appropriate level of management and those charged with governance, as AICPA professional standards require, of material errors, evidence of fraud, or information that come to our attention that indicates fraud may have occurred. In addition, we will discuss with you and, when appropriate, those charged with governance, matters involving noncompliance or suspected noncompliance with laws and regulations that come to our attention during the course of the audit, or through information provided by other parties, unless they are clearly inconsequential.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

As part of our audit process, we may request written representations from your attorneys, and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

Compliance with Laws and Regulations

As previously discussed, as part of obtaining reasonable assurance about whether the basic financial statements are free of material misstatement, we will perform tests of City of Chatfield, Minnesota's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the basic financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of basic financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the basic financial statements, such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit;
 - iii. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;
- d. For including the auditor's report in any document containing basic financial statements that indicates that such financial statements have been audited by Smith, Schafer & Associates, LTD;
- e. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities;
- f. For adjusting the basic financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year under audit are immaterial, both individually and in the aggregate, to the basic financial statements as a whole; and
- g. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- h. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- i. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on the financials; and
- j. For the accuracy and completeness of all information provided.
- k. For the evaluation of the effectiveness of the entity's internal control over financial reporting using suitable and available criteria;
- l. For providing us with management's written assessment about the effectiveness of the entity's internal control over financial reporting; and
- m. For supporting management's assessment about the effectiveness of the entity's internal control over financial reporting with sufficient evaluations and documentation (e.g., policy or accounting manuals, narrative memoranda, flowcharts, decision tables, procedural write-ups, or completed questionnaires).

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited basic financial statements, or if the supplementary information will not be presented with the audited basic financial statements, to make the audited basic financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

Management Responsibilities (Continued)

Nonattest Services

With respect to any nonattest services, we will perform the following:

- Assist in preparing the financial statements and related notes of City of Chatfield, Minnesota in conformity with U.S. generally accepted accounting principles based on information provided by you
- Recommend Bookkeeping adjustments
- Assist entity in documenting their procedures related to implementation of ASC 842, Lease Accounting
- Provide other general consultation as requested by you from time to time

We will not assume management responsibilities on behalf of City of Chatfield, Minnesota. However, we will provide advice and recommendations to assist management of City of Chatfield, Minnesota in performing its responsibilities.

City of Chatfield, Minnesota's management is responsible for (a) making all management decisions and performing all management functions; (b) designating an individual who possesses suitable skill, knowledge, and/or experience, preferably within senior management, to oversee our services; (c) evaluating the adequacy of the services performed; (d) accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards.
- The nonattest services are limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Smith, Schafer & Associates, LTD's, will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

With regard to an exempt offering document with which Smith, Schafer & Associates, LTD's is not involved, you agree to clearly indicate in the exempt offering document that Smith, Schafer & Associates, LTD's is not involved with the contents of such offering document.

Reporting

We will issue a written report upon completion of our audit of City of Chatfield, Minnesota's basic financial statements. Our report will be addressed to the governing body of City of Chatfield, Minnesota. We cannot provide assurance that an unmodified opinion will be rendered. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement without expressing an opinion. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

Other (Continued)

You agree to provide us with a draft of any document that will contain, accompany or incorporate by reference the audited financial statements and our auditor's report thereon prior to the issuance of such document to third parties. You agree not to issue such document until we have provided our permission to do so.

Our responsibility for other information in documents containing the audited financial statements and our auditor's report does not extend beyond the financial information identified in our report. We have no responsibility for determining whether such other information contained in these documents is fairly stated and will not express an opinion or provide any form of assurance thereon. We will read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or whether the other information appears to be materially misstated. If we receive the other information prior to the date of our auditor's report on the financial statements, our auditor's report will describe our responsibilities related to the other information. If, based on procedures we perform, we conclude that an uncorrected material misstatement of the other information exists, we will describe it in our report.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your Internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

Provisions of Engagement Administration, Timing, Fees

In the interest of facilitating our services to you, we may send data over the Internet, temporarily store electronic data via computer software applications hosted remotely on the Internet, or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data secure in accordance with our obligations under applicable laws, regulations, and professional standards.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by us. You consent to our use of these electronic devices and applications during this engagement.

Jason Boynton is the engagement principal for the audit services specified in this letter. Their responsibilities include supervising the engagement team's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

The fee for the audit of the City's financial statements for the year ending December 31, 2022 will not exceed \$24,750, including expenses. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We will communicate to management and those charged with governance in a separate letter those significant deficiencies or material weaknesses in internal control relevant to the audit of financial statements that we have identified during our audit and that are required to be communicated under AICPA professional standards. This communication of internal control related matters is intended solely for the information and use of management, the audit committee or those charged with governance [add any specified government or regulatory authorities]. The communication is not intended to be, and should not be, distributed to anyone other than these specified parties.

Provisions of Engagement Administration, Timing, Fees (Continued)

You agree to inform us of facts that may affect the basic financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

It is our policy to keep records related to this engagement for seven years. However, Smith, Schafer & Associates, LTD does not keep any original client records, so we will return those, if any, to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies.

We reserve the right to withdraw from the engagement without completing services for any reason, including, but not limited to, non-payment of fees, your failure to comply with the terms of this Agreement, or as we determine professional standards require. If our work is suspended or terminated, you agree that we will not be responsible for your failure to meet governmental and other deadlines, or for any liability, including but not limited to, penalties or interest that may be assessed against you resulting from your failure to meet such deadlines. If this engagement is terminated before services are completed, you agree to compensate us for the services performed and expenses incurred through the effective date of termination.

Smith, Schafer & Associates, LTD's liability for all claims, damages, and costs arising from this engagement is limited to two times the total amount of fees paid by you to Smith, Schafer & Associates, LTD for the service giving rise to this liability. If there are no fees charged to you by Smith, Schafer & Associates, LTD, notwithstanding anything to the contrary in this agreement, Smith, Schafer & Associates, LTD shall not be liable for any lost profits, indirect, special, incidental, punitive or consequential damages of any nature even if we have been advised by you of the possibility of such damages.

You agree to hold us harmless from any and all claims which arise from knowing misrepresentations to us, or the intentional withholding or concealment of information from us by your management. You also agree to indemnify us for any claims made against us by third parties, which arise from any of these actions by your management. The provisions of this paragraph shall apply regardless of the nature of the claim.

At the conclusion of our audit engagement, we will communicate to those charged with governance the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Smith, Schafer & Associates, LTD and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulators pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Smith, Schafer & Associates, LTD's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Honorable Mayor and
Members of the City Council
City of Chatfield, Minnesota
Page 7

Provisions of Engagement Administration, Timing, Fees (continued)

To ensure that Smith, Schafer & Associates, LTD's independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement principal before entering into any substantive employment discussions with any of our personnel.

Any dispute (other than our efforts to collect an outstanding invoice) that may arise regarding the meaning, performance or enforcement of this engagement or any prior engagement that we have performed for you, will, prior to resorting to litigation, be submitted to mediation, and the parties will engage in the mediation process in good faith. Any mediation initiated as a result of this engagement shall be administered within Olmsted County, Minnesota, by a mutually agreed upon mediator, according to its mediation rules, and any ensuing litigation shall be conducted within said county, according to Minnesota law. The results of any such mediation shall be binding only upon agreement of each party to be bound. The parties participating in the mediation shall bear their own costs, except that any charges assessed by the mediation organization shall be shared equally by the participating parties.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Very truly yours,



Jason Boynton, CPA
SMITH SCHAFER
Principal

RESPONSE:

This letter correctly sets forth our understanding of City of Chatfield, Minnesota.

Acknowledged and agreed on behalf of City of Chatfield, Minnesota by:

By: _____

Title: _____



December 9, 2022

PROPOSAL FOR

CITY OF CHATFIELD

KAY WANGEN

Prepared By:

Christina Welke

Senior Technology Advisor

507-273-9350

christina.welke@marconet.com

Quote Number: 147826



Managed Services



Copiers & Printers



Audio Visual



Business IT Services



SCHEDULE A - SCHEDULE OF PRODUCTS TO PRODUCT AGREEMENT(S)

■ SERVICES ASSUMPTIONS, EXCLUSIONS, CLIENT RESPONSIBILITIES, AND NOTES

Please list any Assumptions, Exclusions, and Important Notes for the purposes of this engagement:

- All work to be completed during Marco's normal business hours. Monday through Friday, 8:00AM to 5:00PM
- All work to be completed remotely



SCHEDULE A - SCHEDULE OF PRODUCTS TO PRODUCT
AGREEMENT(S)

■ Approval

- Client represents that it has reviewed and agrees to be legally bound by this Schedule of Products.
- Client represents that it has reviewed and agrees to be legally bound by the Relationship Agreement, any Product Agreement(s) referred to herein, and applicable policy(ies) ("Terms and Conditions") which are located at www.marconet.com/legal for the Products it is obtaining as identified in this Schedule of Products.
- If the parties have negotiated changes to the Terms and Conditions that have been reduced to writing and signed by both parties, the modified version(s) of such Terms and Conditions, that have not expired or been terminated, shall replace the online version(s).
- Client agrees to use electronic signatures, electronic communications, and electronic records to transact business under the above documents.
- The pricing above does not include taxes. Taxes, fees and surcharges shall be paid by Client and will be shown on invoices to Client.
- Payments made via credit card are subject to a 3% surcharge.
- A \$30 fee will be assessed for any returned payment

Marco Technologies, LLC

Signature: _____

Name: _____

Title: _____

Date: _____

CITY OF CHATFIELD

Prepared for: KAY WANGEN

Signature: _____

Signed by: _____

Title: _____

Date: _____

PO Number: _____

Email Address: _____

A Resolution Granting Approval of Annual Liquor Licenses and Renewals

Whereas, MINN. STAT. CHAPT. 340A regulates the licensing and regulation of intoxicating liquors within the State of Minnesota; and

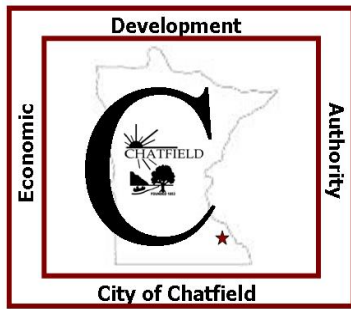
Whereas, the City of Chatfield is a liquor license issuing authority under MINN. STAT. CHAPT. 340A; and

Whereas, the Common Council of the City of Chatfield recommends approval of annual licenses and renewals, and

Whereas, the following applicants will have met all city requirements prior to issuance;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Chatfield the city does hereby recommend approval for the following 2023 Liquor and Beer Licenses:

1. Shari's Sports Saloon (On-Sale plus Sunday & Off-Sale plus Sunday)
2. JAC's Bar and Grill (On-Sale plus Sunday)
3. VFW Club (Club License)
4. Kwik Trip (3.2 Beer)
5. Cenex (3.2 Beer)
6. 52 Bottle Shop (Off-Sale plus Sunday)
7. Chosen Valley Country Club (On-Sale plus Sunday)
8. Chatfield Center for the Arts (On-Sale plus Sunday)
9. Joy Ridge Event Center (On-sale plus Sunday)



Chatfield Economic Development Authority
Thurber Community Center - Chatfield Municipal Building
21 Second Street SE
Chatfield, MN 55923
Voice 507.867.1523 Fax 507.867.9093
www.ci.chatfield.mn.us

January 9, 2023

MEMO

To: Chatfield City Council
From: Chris Giesen, EDA Coordinator
RE: Enterprise Drive Listing Agreement

Background

At past meetings, the EDA discussed a renewed interest in listing the unsold lots on Enterprise Drive with real estate agents Tim Danielson and Todd Hadoff.

The major benefits of having these listed will be:

- Lots will be listed on MLS service.
- Additional signage.
- Additional marketing/network reach.

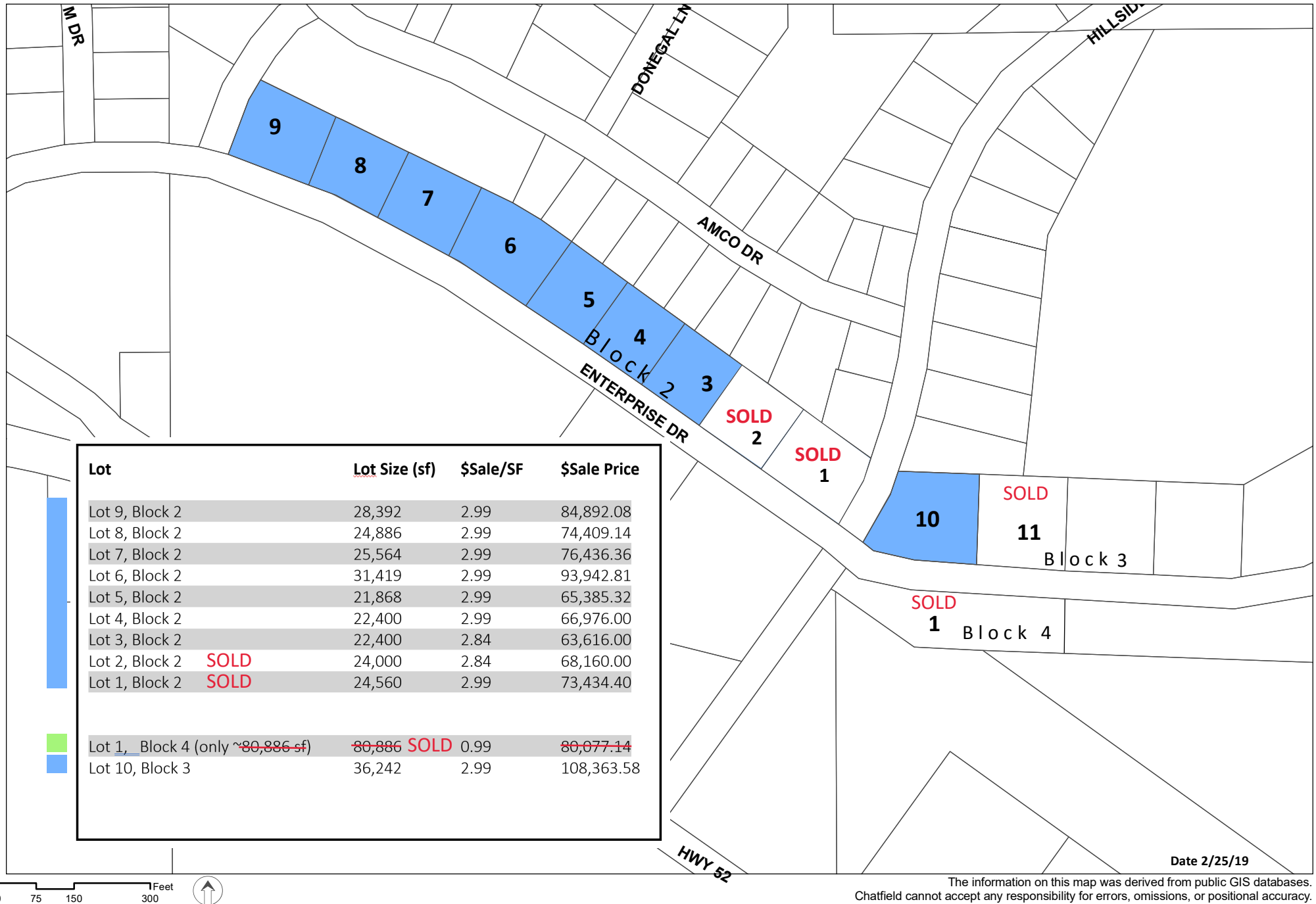
The listing fee would be a 7% commission on each sale. In addition, buyers would still be eligible for the existing rebate program that runs through August 2023.

Action Requested

Approve a listing agreement for the Enterprise Drive lots as recommended by the Economic Development Authority.



Enterprise Drive Lot Sales





COMMERCIAL LISTING CONTRACT: EXCLUSIVE

This form approved by the Minnesota Association of REALTORS® and the Minnesota Commercial Association of REALTORS®, which disclaims any liability arising out of use or misuse of this form.
© 2020 Minnesota Association of REALTORS®, Edina, MN

1. Date _____
2. Page 1

3. **DEFINITIONS:** IN CONSIDERATION OF the Contract of Elcor Realty of Rochester Inc.
(Real Estate Company Name)
4. ("Broker") to undertake to ☒ **SELL** ☐ **LEASE** (if only **SELL** is checked, all references to Lessor, tenant, or lease do not apply;
----(Check all that apply.)----
5. if only **LEASE** is checked, all references to Seller, buyer, or sale do not apply) the property hereinafter described,
6. City of Chatfield
(e.g., trust, power of attorney, conservator, etc.)
7. ("Seller and/or Lessor") grants to Broker the exclusive right to sell and/or lease or contract to sell and/or lease the property at
8. XXXX Enterprise Drive SE,
9. City of Chatfield, County of Fillmore, State of _____
10. Minnesota, Zip Code 55923, and legally described as Lot 4, Lot 6, Lot 8, Block 2 and
11. Lot 10, Block 3, all in FINGERSON & DONAHOE FIRST SUBDIVISION ("Property")
12. for the period from the date of this Contract through and including May 1st 2023, for the sum
13. of See page 9 of 9 upon the following terms
14. Cash or financing through a lender at no cost to the seller.
15. _____
16. or at any other price, terms or exchange to which Seller and/or Lessor may consent.
17. This Contract terminates upon successful closing and/or Lease of the Property(ies) specified in this Contract or
18. expiration or cancellation of this Contract, whichever occurs first.
19. This Contract may only be canceled by written mutual agreement of the parties.
20. Seller and/or Lessor understands that Broker may list other properties during the term of this Contract which may
21. compete with Seller's and/or Lessor's Property for potential buyers and/or tenants.
22. **MLS DATA FEED OPTIONS:**
23. **EXPLANATIONS AND DEFINITIONS:**
24. **"IDX site"** means a web site operated by a broker participating in the MLS on which the broker can advertise the
25. listings of other brokers in MLS, subject to certain MLS rules. The consumer visiting an IDX site is not required to
26. register on the site or to have a brokerage relationship with the broker displaying listings on the site.
27. **"Virtual office web site" ("VOW")** means a web site operated by a broker participating in the MLS that delivers
28. brokerage services to consumers over the world wide web. Visitors to a VOW are required to register on the site (with
29. their name and a real e-mail address) and enter a brokerage relationship with the broker operating the VOW. The
30. broker operating the VOW can then show the visiting customer/client nearly all of the information available to the
31. broker in MLS. The seller(s) of a listing has the right to opt out of certain kinds of data display under the MLS's VOW
32. policy. The MLS imposes various other rules and restrictions on VOWs.
33. For each of the following options, the MLS system automatically defaults to "Yes." Seller's and/or Lessor's instructions
34. pertaining to the Internet display of the MLS input data for the Property are as follows:
35. **Option 1. Listing display on the Internet.** If Seller and/or Lessor selects "No," this listing will not be included in MLS
36. data feeds to Internet web sites that display property listing data, whether intended for advertising the
37. Property or providing online brokerage services (e.g., VOWs). Brokers participating in MLS can still disclose
38. the listing to customers/clients via other means, including e-mail, fax, mail, hand delivery, and orally.
39. Shall the Property listing be displayed on the Internet, including sold information? ☒ Yes ☐ No
40. Seller and/or Lessor understands and acknowledges that if Seller and/or Lessor has selected "No" for
41. Option 1, consumers who conduct searches for listings on the Internet will not see information about the
42. Property in response to their searches.

**COMMERCIAL LISTING CONTRACT:
EXCLUSIVE**

43. Page 2

44. Property located at XXXX Enterprise Drive SE Chatfield MN 55923.
45. If "No" was selected at Option 1, skip Options 2-4. If "Yes" was selected for Option 1, continue to Option 2.
46. **Option 2. Listing address (Property and unit numbers and street name) display on the Internet.** If Seller and/
47. or Lessor selects "No," the address of the Property will be hidden on web sites receiving data feeds from
48. MLS that result in Internet listing display, whether intended for advertising the Property or providing online
49. brokerage services (e.g., VOWs). Brokers participating in MLS can still disclose the address to customers/
50. clients via other means, including e-mail, fax, mail, hand delivery, and orally.
51. Shall the listing address (Property and unit numbers and street name) be displayed
52. on the Internet? ☒ Yes ☐ No
53. **Option 3. An automated valuation of the Property listing or a link to an automated valuation of it may be**
54. **displayed adjacent to the listing.** Some VOWs or IDX sites may provide an automated valuation model
55. ("AVM") function/service. An AVM uses statistical calculations to estimate the value of a property based
56. upon data from public records, MLS, and other sources, and incorporating certain assumptions. The
57. accuracy of AVMs has sometimes been criticized because they do not take into consideration all relevant
58. factors in valuing a property. Seller and/or Lessor, by selecting "No," may prohibit display of an automated
59. valuation of his or her listing adjacent to the listing.
60. Shall an automatic valuation of the Property listing or a link to an automated
61. valuation be displayed adjacent to the listing? ☒ Yes ☐ No
62. **Option 4. Comments or reviews of the Property by persons other than the displaying broker may be displayed**
63. **with or attached as a link to the listing data of the Property.** Some VOWs or IDX sites may provide
64. functionality that permits the customers/clients using the VOW or IDX site to enter comments or reviews
65. with the listing or by hyperlink to such comments or reviews. Note that the broker displaying the listing
66. on his or her VOW or IDX site may add commentary representing his or her professional judgment regarding
67. the listing's value, etc.
68. Shall comments or reviews of the Property by persons other than the displaying
69. broker be displayed with or attached as a link to the listing data of the Property? ☐ Yes ☒ No
70. **SELLER'S AND/OR LESSOR'S OBLIGATION:** It is agreed that Seller and/or Lessor shall promptly furnish Broker
71. with complete information concerning any person who during the period of this Contract makes inquiry to Seller and/
72. or Lessor regarding the sale, exchange, or lease of the Property.
73. If the Property is sold, Seller hereby agrees to furnish to buyer an Abstract of Title, a Registered Property Abstract
74. or an ALTA Title Insurance Commitment, certified to date, to include proper searches covering bankruptcies and state
75. and federal judgments and liens, and to execute or cause to be executed a deed conveying title to the Property to the
76. buyer and any further documents as may be required to consummate the sale in accordance with the terms above
77. designated or with the terms to which Seller may hereafter consent.
78. Seller and/or Lessor further agrees to promptly notify Broker of any notices pertaining to the Property which are hereafter
79. received during the term of this Contract.
80. It is further agreed that Seller and/or Lessor shall permit Broker to erect a "For Sale" and/or "For Lease" sign on the
81. Property and to remove all other "For Sale" and/or "For Lease" signs from the Property during the period of this
82. Contract. Seller and/or Lessor shall permit Broker to place information on the Minnesota Commercial Property
83. Exchange ("MCPE") or other type of multiple listing service forum ("MLS") and the Internet concerning the Property.
84. Upon final acceptance of a purchase and/or lease agreement, Seller and/or Lessor allows Broker to withdraw the
85. Property from the market. Broker may notify the MCPE or MLS and member REALTORS® of the price and terms of
86. the sale and/or lease.
87. Seller and/or Lessor has the full legal right to sell and/or lease the Property.
88. Seller and/or Lessor certifies that as of the date of execution of this Contract, Seller and/or Lessor has not received
89. any notice of building, health, or fire code violations, nor vacant building registration notification, nor notice of hazardous
90. waste on the Property, nor notice of condemnation pertaining to the Property, except as herein noted (if none, state
91. "none"):
92.
93.

**COMMERCIAL LISTING CONTRACT:
EXCLUSIVE**

94. Page 3

95. Property located at XXXX Enterprise Drive SE Chatfield MN 55923

96. Access to the Property: To facilitate the showing and sale and/or lease of the Property, Seller and/or Lessor authorizes
97. Broker to:

98. ☒ access the Property;
99. ☒ authorize other brokers and their salespersons, inspectors, appraisers, contractors, and other industry professionals
100. to access the Property at reasonable times and upon reasonable notice; and
101. ☐ duplicate keys to facilitate convenient and efficient showings of the Property.

102. Authorizing access means giving Broker permission to:

103. 1. authorize the above-referenced persons to enter the Property, with or without a licensed salesperson present;
104. 2. disclose any security codes necessary to enter the Property; and
105. 3. lend a key to enter the Property, directly or through a lockbox.

106. Seller and/or Lessor agrees to commit no act which might tend to obstruct Broker's performance. If the Property is
107. occupied by someone other than Seller and/or Lessor, Seller and/or Lessor shall comply with Minnesota law and
108. applicable lease provisions of an existing lease and provide tenant with any required notice in advance of any Property
109. showing.

110. Seller and/or Lessor understands that prospective buyers/tenants and others authorized to access the Property may
111. record the Property by photograph, video, or other medium while accessing the Property.

112. **RECORDING ON THE PROPERTY:** Seller and/or Lessor understands that MN Statute 626A.02 specifically prohibits
113. the interception of oral communications without the consent of at least one of the two parties to the communication.
114. Seller and/or Lessor should seek appropriate legal advice regarding compliance with this statute if Seller and/or Lessor
115. intends to utilize technology that may intercept oral communications between persons other than Seller and/or Lessor.

116. **SELLER AND/OR LESSOR CONTENT LICENSE:** In the event Seller and/or Lessor provides content, including, but
117. not limited to, any photos or videos of the Property ("Seller and/or Lessor Content") to Broker, Seller and/or Lessor
118. grants to Broker a nonexclusive, perpetual, world-wide, transferable, royalty free license to sub-license (including through
119. multiple tiers), reproduce, distribute, display, perform, and create derivative works of the Seller and/or Lessor Content.
120. Seller and/or Lessor represents and warrants that Seller and/or Lessor has authority to provide Seller and/or Lessor
121. Content and Seller and/or Lessor Content does not violate any restrictions regarding use including any third-party intellectual
122. property rights or laws. Seller and/or Lessor agrees to execute any further documents that are necessary to effect this license.

123. **NOTICE: THE COMPENSATION RATE FOR THE SALE, LEASE, RENTAL, OR MANAGEMENT OF REAL**
124. **PROPERTY SHALL BE DETERMINED BETWEEN EACH INDIVIDUAL BROKER AND ITS CLIENT.**

125. **BROKER'S COMPENSATION:** *(Fill in all blanks.)*

126. **COMPENSATION FOR SALE:** *(To be completed only if Property is being offered for sale.)* Seller shall pay Broker
127. a retainer fee of \$ 0.00 when Seller signs this Contract. Broker shall keep this fee even if
128. Seller does not sell the Property. It is further agreed that Seller shall pay Broker a brokerage fee of:
129. *(Check any that apply.)*
130. ☒ 7.0 percent (%) of the price for which the Property is sold or exchanged;
131. ☐ \$ _____;
132. ☐ \$ _____ per square foot;
133. ☐ OTHER: _____
134. _____
135. _____;
136. upon the occurrence of any of the following conditions, identified in lines 153-201.

**COMMERCIAL LISTING CONTRACT:
EXCLUSIVE**

137. Page 4

138. Property located at XXXX Enterprise Drive SE Chatfield MN 55923

139. **COMPENSATION FOR LEASE:** *(To be completed only if Property is being offered for lease.)* Lessor shall pay Broker a
140. retainer fee of \$ _____ when Lessor signs this Contract. Broker shall keep this fee even
141. if Lessor does not lease the Property. It is further agreed that Lessor shall pay Broker a brokerage fee of:
142. *(Check any that apply.)*
143. ☐ _____ percent (%) of the total gross obligation of the lease price;
144. ☐ _____ percent (%) of the total net obligation of the lease price;
145. ☐ \$ _____ ;
146. ☐ \$ _____ per useable square foot;
147. ☐ \$ _____ per rentable square foot;
148. ☐ OTHER: _____
149. _____
150. _____ ;
151. upon the occurrence of any of the following conditions, identified in lines 153-201 and paid in the following manner:
152. _____ percent (%) upon lease execution and _____ percent (%) upon lease occupancy.

153. **COMPENSATION CONDITIONS:**

154. 1. The sale and/or lease, contract for sale and/or lease, exchange or conveyance of the Property during the period
155. of this Contract by Broker or any other person, including but not limited to, Seller and/or Lessor or any other
156. agent or broker not a party to this Contract, in accordance with the price, terms, or exchange as set forth here
157. or as otherwise consented to by Seller and/or Lessor;
158. 2. A buyer and/or tenant is procured, whether by Broker, Seller and/or Lessor or anyone else, who is ready, willing
159. and able to purchase and/or lease the Property at the price and terms set forth above and Seller and/or Lessor
160. refuses to sell and/or lease;
161. 3. A Seller and/or Lessor agrees to sell and/or lease the Property before the expiration of this Contract, and Seller
162. refuses to close the sale and/or Lessor refuses to commence the lease in accordance with the terms of the
163. executed lease agreement;
164. 4. A Seller and/or Lessor removes the Property from the market before expiration of this Listing Contract;
165. 5. If Seller and/or Lessor grants an option to purchase and/or lease the Property, Seller and/or Lessor shall compensate
166. Broker, as provided here, based on the price paid for the option and for any extensions of the option. This compensation
167. shall be paid upon receipt by Seller and/or Lessor of any such payments. In the event such option is exercised,
168. whether during the term of this Contract, or within _____ months after, Seller and/or Lessor shall also compensate
169. Broker on the gross sale and/or lease price of the Property in accordance with the provisions here.
170. Notwithstanding the foregoing, to the extent that all or part of the price paid for the option or any extension of the option
171. is applied to the sale and/or lease price of the Property, then any compensation previously paid by Seller and/or
172. Lessor to Broker on account of such option payments shall be credited against the compensation payable to
173. Broker on account of the exercise of the option;
174. 6. During the term of this Listing Contract or within 60 days *(not to exceed six (6) months, except for the*
175. *purchase or sale of a business in which case it cannot exceed two (2) years)* after the expiration of this Listing Contract:
176. (a) the Property is acquired by a public authority;
177. (b) an agreement to acquire the Property is reached with a public authority; or
178. (c) a public authority institutes eminent domain/condemnation proceedings to acquire the Property;
179. 7. Seller and/or Lessor contributes or conveys the Property or any interest therein to a partnership, joint venture or
180. other business entity during the term of this Contract in lieu of a sale and/or lease of the Property during the term
181. of this Contract;

MNC:LC:E-4 (8/20)

**COMMERCIAL LISTING CONTRACT:
EXCLUSIVE**

182. Page 5

183. Property located at XXXX Enterprise Drive SE Chatfield MN 55923

184. 8. Seller and/or Lessor is a partnership or other business entity, and an interest in the partnership or other business
185. entity is transferred, whether by merger, outright purchase and/or lease or otherwise in lieu of sale and/or lease
186. of the Property during the term of this Contract; or

187. 9. If within 180 days *(not to exceed six (6) months, except for the purchase or sale of a business in which case*
188. *it cannot exceed two (2) years)* after the end of this Contract, Seller and/or Lessor sells and/or leases or agrees
189. to sell and/or lease the Property to anyone who has made an affirmative showing of interest in the Property by
190. responding to an advertisement or by contacting the Broker or salesperson involved or has been physically shown
191. the Property by the Broker or salesperson. It is understood that Broker shall not seek to enforce collection of a
192. compensation under this subparagraph nine (9) unless the name and address of the prospect is on a written list
193. given to Seller and/or Lessor within 72 hours after expiration of this Listing Contract.

194. **IF YOU RELIST WITH ANOTHER BROKER WITHIN THE OVERRIDE PERIOD AND THEN SELL AND/OR**
195. **LEASE YOUR PROPERTY TO ANYONE WHOSE NAME APPEARS ON THIS LIST, YOU COULD BE LIABLE**
196. **FOR FULL COMMISSIONS TO BOTH BROKERS. IF THIS NOTICE IS NOT FULLY UNDERSTOOD, SEEK**
197. **COMPETENT ADVICE.**

198. As security for Broker's compensation, Seller and/or Lessor hereby grants to Broker a security interest in the lease
199. payments from the lease of the Property or proceeds from a sale and any title company or other closer who conducts
200. the closing on the sale and/or lease of the Property is directed to disburse the Broker's compensation provided here
201. to Broker at the time of closing.

202. **COMPENSATION DISCLOSURE:** Broker ☒ **SHALL** ☐ **SHALL NOT** offer compensation to cooperating brokers.
------(Check one.)-----

203. If **SHALL**, the compensation to cooperating brokers shall be as follows:

204. ☒ 3.0 % of the gross sales and/or lease price or \$ 0.00 , whichever is greater, to
205. cooperating brokers representing buyer and/or tenant.

206. ☒ 1.5 % of the gross sales and/or lease price or \$ 0.00 , whichever is greater, to
207. cooperating brokers assisting buyer and/or tenant.

208. ☒ Other: _____

209. Elcor Realty of Rochester, Inc. and RE/MAX Results will split (50%) the listing side of the commission.

210. **FORFEITURE OF EARNEST MONEY:** If a buyer of the Property defaults and as a result forfeits the earnest money,
211. Seller shall receive 100 percent (%) and Broker shall receive 0 percent (%) of the earnest money.

212. **CLOSING SERVICES:**

213. **NOTICE:** THE REAL ESTATE BROKER, LICENSEE REPRESENTING SELLER OR REAL ESTATE
214. CLOSING AGENT HAS NOT EXPRESSED AND, UNDER APPLICABLE STATE LAW, MAY NOT
215. EXPRESS OPINIONS REGARDING THE LEGAL EFFECT OF THE CLOSING DOCUMENTS OR OF
216. THE CLOSING ITSELF.

217. After a purchase agreement for the Property is signed, arrangements must be made to close the transaction. Seller
218. understands that Seller may arrange for a qualified closing agent or attorney to conduct the closing, or Seller may
219. ask Broker to arrange for the closing. Seller understands that Seller may be required to pay certain closing costs
220. which may effectively reduce the proceeds from the sale.

221. Seller's choice for closing services: *(Check one.)*

222. ☐ Seller directs Broker to arrange for a qualified closing agent to conduct the closing.

223. ☒ Seller shall arrange for a qualified closing agent or Seller's attorney to conduct the closing.

224. _____
(Seller's Initials) (Seller's Initials)

**COMMERCIAL LISTING CONTRACT:
EXCLUSIVE**

225. Page 6

226. Property located at XXXX Enterprise Drive SE Chatfield MN 55923

227. **ADDITIONAL COSTS:** Seller acknowledges that Seller may be required to pay certain closing costs, which may
228. effectively increase the cash outlay at closing.

229. **FOREIGN INVESTMENT IN REAL PROPERTY TAX ACT ("FIRPTA"):** Section 1445 of the Internal Revenue Code
230. provides that a transferee ("Buyer") of a United States real property interest must be notified in writing and must
231. withhold tax from the transferor ("Seller") if the transferor ("Seller") is a foreign person, provided there are no applicable
232. exceptions from FIRPTA withholding.

233. Seller represents and warrants that Seller ☐ IS ☒ IS NOT a foreign person (i.e., a non-resident alien individual,
------(Check one.)-----
234. foreign corporation, foreign partnership, foreign trust, or foreign estate) for purposes of income taxation.

235. Due to the complexity and potential risks of failing to comply with FIRPTA, Seller should **seek appropriate legal and**
236. **tax advice regarding FIRPTA compliance, as Broker will be unable to confirm whether Seller is a foreign person**
237. **or whether the withholding requirements of FIRPTA apply.**

238. **AGENCY REPRESENTATION:**

239. ☒ Seller and/or Lessor will agree to a dual agency representation and will consider offers made by buyers and/or
240. tenants represented by Broker.

241. ☐ Seller and/or Lessor will not agree to a dual agency representation and will not consider offers by buyers and/
242. or tenants represented by Broker.

243. Real Estate Company Name: Elcor Realty of Rochester Inc.

244. By: _____
(Licensee)

245. Seller and/or Lessor: _____ Date: _____

246. Seller and/or Lessor: _____ Date: _____

247. **OTHER POTENTIAL SELLERS AND/OR LESSORS:** Seller and/or Lessor understands that Broker may list other
248. properties during the term of this Contract. Seller and/or Lessor consents to Broker representing such other potential
249. sellers and/or lessors before, during, and after the expiration of this Contract.

250. **PREVIOUS AGENCY RELATIONSHIPS:** Broker, or licensee representing Seller and/or Lessor, may have had a
251. previous agency relationship with a buyer and/or tenant of Seller's and/or Lessor's Property. Seller and/or Lessor
252. acknowledges that Broker, or licensee representing Seller and/or Lessor, is legally required to keep information
253. regarding the ultimate price and terms the buyer and/or tenant would accept and the motivation for buying and/or
254. leasing confidential, if known.

255. **TERMINATION OF FIDUCIARY DUTIES:** Broker's fiduciary duties, except the duty of confidentiality, terminate upon
256. the successful closing and/or lease of the Property(ies) specified in this Contract or expiration or cancellation of this
257. Contract, whichever occurs first.

258. **INDEMNIFICATION:** Broker will rely on the accuracy of the information Seller and/or Lessor provides to Broker. Seller
259. and/or Lessor agrees to indemnify and hold harmless Broker from and against any and all claims, liability, damage,
260. or loss arising from any misrepresentation, misstatement, omission of fact, or breach of a promise by Seller and/or
261. Lessor. Seller and/or Lessor agrees to indemnify and hold harmless Broker from any and all claims or liability related
262. to damage or loss to the Property or its contents, or any injury to persons in connection with the marketing of the Property.
263. Indemnification by Seller and/or Lessor shall not apply if the damage, loss, or injury is the result of the gross negligence
264. or willful misconduct of the Broker.

**COMMERCIAL LISTING CONTRACT:
EXCLUSIVE**

265. Page 7

266. Property located at XXXX Enterprise Drive SE Chatfield MN 55923

267. **ADDITIONAL NOTICES AND TERMS:** As of this date Seller and/or Lessor has not received notices from any
268. municipality, government agency, or unit owners' association about the Property that Seller and/or Lessor has not
269. informed Broker about in writing. Seller and/or Lessor agrees to promptly inform Broker, in writing, of any notices of
270. such type that Seller and/or Lessor receives during the term of this Contract.

271. This shall serve as Seller's and/or Lessor's written notice granting Broker permission to obtain mortgage information
272. (e.g., mortgage balance, interest rate, payoff and/or assumption figures) regarding any existing financing on the
273. Property. A copy of this document shall be as valid as the original.

274. **MISCELLANEOUS:** This Contract is binding upon the heirs, successors, and assigns of the parties.

275. All of the representations and covenants of this Contract shall survive and be enforceable after termination of this
276. Contract.

277. This Contract constitutes the complete agreement between the parties and supersedes any prior oral or written
278. agreements between the parties relative to the provisions herein. No amendment, modification, or extension of this
279. Contract shall be valid or binding unless made in writing and signed by both Seller and/or Lessor and Broker.

280. This Contract shall be governed by the laws of the State of Minnesota.

281. **ENTIRE AGREEMENT:** This Contract and all addenda and amendments signed by the parties shall constitute the
282. entire agreement between Seller and/or Lessor and Broker. Any other written or oral communication between Seller
283. and/or Lessor and Broker, including, but not limited to, e-mails, text messages, or other electronic communications
284. are not part of this Contract. This Contract can be modified or canceled only in writing signed by Seller and/or Lessor
285. and Broker or by operation of law. All monetary sums are deemed to be United States currency for purposes of this
286. Contract.

287. **ELECTRONIC SIGNATURES:** The parties agree the electronic signature of any party on any document related to
288. this transaction constitute valid, binding signatures.

289. **CONSENT FOR COMMUNICATION:** Seller and/or Lessor authorizes Broker and its representatives to contact Seller
290. and/or Lessor by mail, phone, fax, e-mail, text message or other means of communication during the term of this
291. Contract and anytime thereafter.

292. **OTHER:**

293.

294.

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MNC:LC:E-7 (8/20)

COMMERCIAL LISTING CONTRACT:
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305. Page 8

306. Property located at XXXX Enterprise Drive SE Chatfield MN 55923

307. **BROKER**

SELLER AND/OR LESSOR

308. **ACCEPTED BY:** Elcor Realty of Rochester Inc.
(Real Estate Company Name)

ACCEPTED BY: _____
(Business Entity or Individual Name)

309. By: _____
(Licensee's Signature)

By: _____
(Seller's and/or Lessor's Signature)

310. Tim Danielson
(Licensee's Printed Name)

(Seller's and/or Lessor's Printed Name)

311. _____
(Date)

Its: _____
(Title)

312. 3552 W River Pkwy NW
(Address)

(Date)

313. Rochester MN 55901
(City/State/Zip)

(Address)

314. 507-282-3345
(Phone)

(City/State/Zip)

315. homes@timdanielson.com
(E-Mail Address)

(Phone)

316. _____

(E-Mail Address)

317. _____

SELLER AND/OR LESSOR

318. _____

ACCEPTED BY: _____
(Business Entity or Individual Name)

319. _____

By: _____
(Seller's and/or Lessor's Signature)

320. _____

(Seller's and/or Lessor's Printed Name)

321. _____

Its: _____
(Title)

322. _____

(Date)

323. _____

(Address)

324. _____

(City/State/Zip)

325. _____

(Phone)

326. _____

(E-Mail Address)

327. **THIS IS A LEGALLY BINDING CONTRACT BETWEEN SELLER AND/OR LESSOR AND BROKER.**
328. **IF YOU DESIRE LEGAL OR TAX ADVICE, CONSULT AN APPROPRIATE PROFESSIONAL.**

COMMERCIAL LISTING CONTRACT
EXCLUSIVE
PAGE 9 of 9

PRICE LIST

For listing contract dated November XX, 2022 between Elcor Realty of Rochester, Inc.
And the City of Chatfield.

FINGERSON & DONAHOE FIRST SUBDIVISION
CHATFIELD, MN 55923

ADDRESS	BLOCK 2	PRICE
1534 Enterprise Drive SE	Lot 4	\$66,976.00 (\$2.99/sq. ft.)
1484 Enterprise Drive SE	Lot 6	\$93,942.81 (\$2.99/sq. ft.)
1444 Enterprise Drive SE	Lot 8	\$74,409.14 (\$2.99/sq. ft.)
	BLOCK 3	PRICE
1622 Enterprise Drive SE	Lot 10	\$108,363.58 (\$2.99/sq. ft.)

WIRE FRAUD ALERT



Internet fraud — the use of Internet services or software with Internet access to defraud victims — is on the rise in real estate transactions.

THESE SOPHISTICATED CRIMINALS COULD:

- **HACK INTO YOUR E-MAIL ACCOUNT** or the e-mail of others involved in your real estate transaction and may direct you to wire money to the hacker's account.
- **SEND FRAUDULENT E-MAILS** that appear to be from your real estate licensee, lender, or closing agent.
- **CALL YOU** claiming they have revised wiring instructions.

Buyers/Tenants and Sellers/Owners are advised to:

- (1) Never wire funds without confirming the wiring instructions directly with the intended recipient.
- (2) Verify that the contact information for the wire transfer recipient is legitimate by calling a known phone number for the broker or closing agent. Do not rely on the information given to you in an e-mail communication.
- (3) Never send personal information through unsecured/unencrypted e-mail.

If you suspect wire fraud in your transaction:

- (1) Immediately notify your bank, closing agent, and real estate licensee.
- (2) File a complaint online at the Internet Crime Complaint Center (IC3) at <http://www.ic3.gov>.

The undersigned acknowledge receipt of this wire fraud alert and understand the importance of taking proactive measures to avoid being a victim of wire fraud in a real estate transaction.

(Signature)

(Date)

(Signature)

(Date)

This form approved by the Minnesota Association of REALTORS®, which disclaims any liability arising out of use or misuse of this form.
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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: CHATFIELD CITY COUNCIL
FROM: CRAIG BRITTON
SUBJECT: 2022 GROUND WATER STORAGE IMPROVEMENT PROJECT – CHANGE ORDER NUMBER 2 AND PAY APPLICATION 4 - FINAL
DATE: JANUARY 4, 2023
CC: CITY CLERK, JOEL YOUNG AND SUPERINTENDENT OF CITY SERVICES, BRIAN BURKHOLDER

Action Requested: Recommending approval of change order number 2 in the amount of -\$2,667.76 and for pay application number 4 in the amount of \$22,032.24 to Osseo Construction Co LLC for work completed on the 2022 Ground Water Storage Improvement Project. This pay application includes retainage withheld on the project and will be the final pay application.

Background: Osseo Construction Co. LLC has submitted the final pay application number 4 in the amount of \$22,032.24 for work completed to date on the South Reservoir. The final pay application also includes change order number 2 in the amount of -\$2,667.76 which includes additional costs incurred by the City due to wear and tear on running only one pump while work was being performed on the south reservoir, City staff time unloading supplies for the contractor and additional electricity while running one pump during construction. Below is a summary of the contract amounts and payments.

1. Original Contract Amount = \$474,000
2. Change Order No. 1 = -\$170,000 (deduct for the work planned on the concrete tank)
3. Contract Amount after Change Order No. 1 = \$304,000
4. Pay Application 1 = \$93,480
5. Pay Application 2 = \$86,165
6. Pay Application 3 = \$99,655
7. Change Order No. 2 = -\$2,667.76 (deduct for additional costs incurred by City)
8. Pay Application 4 (Final) = \$22,032.24

Sincerely – Craig Britton

CHANGE ORDER NO. 2

Page 1 of 1

CONTRACTOR: The Osseo Construction Co, LLC	Widseth Project Number 2021-11946	Original Bid Amount \$474,000.00 Revised Contract Amount With CO 1 - \$304,000.00
ADDRESS: 14248 10 th Street Osseo, WI 54758	LOCATION OF WORK Old Territorial Road and South Reservoirs	
Revised Contract Amount with CO 2 = \$301,332.24		CO-2 TOTAL \$ - 2,667.76

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

City Staff provided miscellaneous labor on the project totaling an amount of \$2,667.76. As such, the contract amount shall be amended to reflect the amount of labor performed by City Staff. The revised contract amount with Change Order 1 was \$304,000.00 and the revised contract amount for Change Order 2 is \$301,332.24.

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.

Issued By:  1/4/23
Project Engineer Date

Issued By:  12/27/22 Accepted By: _____
Contractor Date Owner Date

APPLICATION FOR PAYMENT

PAGE ONE OF TWO PAGES

Owner: PROJECT: APPLICATION NO: 4
City of Chatfield 2022 Ground Water Storage Improvements
21 SE Second Street
Chatfield MN 55923
CONTRACTOR: VIA ARCHITECT: Widseth
Osseo Construction Co. LLC
PO Box 143, 14248 10th Street
Osseo, WI 54758

PERIOD TO: 12/27/2022

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	GENERAL CONTRACTOR
<input type="checkbox"/>	SUBCONTRACTOR

PROJECT #: 2021-11946

CONTRACT #:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from The Osseo Construction Co. LLC, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	474,000.00
2. Net change by Change Orders	\$	(172,667.76)
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	301,332.24
4. TOTAL COMPLETED & STORED TO DATE (Column G)	\$	301,332.24
5. RETAINAGE:		
a. 0.0% of Completed Work (Column D + E)	\$	0.00
b. % of Stored Material (Column F)	\$	n/a
Total Retainage (Lines 5a + 5b or Total in Column I)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	301,332.24
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	279,300.00
8. CURRENT PAYMENT DUE	\$	22,032.24
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less 6)	\$	0.00


Contractors Signature

12/27/2022
Date


Engineers Signature

1/4/23
Date

Owners Signature

Date

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Contractor		(\$170,000.00)
Total approved this Month		(\$2,667.76)
TOTALS		(\$172,667.76)
NET CHANGES by Change Order		(\$172,667.76)

CONTINUATION SHEET						PAGE 2 OF 2 PAGES			
						APPLICATION NO:		4	
						APPLICATION DATE:		12/27/2022	
In tabulations below, amounts are stated to the nearest dollar.						PERIOD TO:		12/27/2022	
Use Column I on Contracts where variable retainage for line items may apply.						CONTRACTOR'S PROJECT NO:			
A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
1	Structure Modifications (South Reservoir)	\$98,000.00	\$98,000.00	\$0.00	N/A	\$98,000.00	100.00%	\$0.00	\$4,900.00
2	Surface Repairs (South Reservoir)	\$4,000.00	\$4,000.00	\$0.00	N/A	\$4,000.00	100.00%	\$0.00	\$200.00
3	Interior Wet Area Abrasive Blast and Coating (South Reservoir)	\$57,000.00	\$57,000.00	\$0.00	N/A	\$57,000.00	100.00%	\$0.00	\$2,850.00
4	Exterior Abrasive Blast and Coating (South Reservoir)	\$87,500.00	\$87,500.00	\$0.00	N/A	\$87,500.00	100.00%	\$0.00	\$4,375.00
5	Mobilization	\$40,000.00	\$30,000.00	\$10,000.00	N/A	\$40,000.00	100.00%	\$0.00	\$2,000.00
6	Alternate No. 1 - 100% Solid Coatings System	\$17,500.00	\$17,500.00	\$0.00	N/A	\$17,500.00	100.00%	\$0.00	\$875.00
7	CO No. 2 Deduction	(\$2,667.76)	\$0.00	(\$2,667.76)	N/A	(\$2,667.76)	100.00%	\$0.00	
	GRAND TOTALS	\$301,332.24	\$294,000.00	\$7,332.24	\$0.00	\$301,332.24	100.00%	\$0.00	\$15,200.00



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: CHATFIELD CITY COUNCIL
FROM: CRAIG BRITTON
SUBJECT: BENCH STREET DRAINAGE IMPROVEMENT PROJECT – PAY REQUEST NO. 1
DATE: JANUARY 4, 2023
CC: CITY CLERK, JOEL YOUNG
SUPERINTENDENT OF CITY SERVICES, BRIAN BURKHOLDER

Action Requested: Recommend payment of pay application number 1 in the amount of \$92,458.50. Payment includes all work associated with the Bench Street drainage improvements with exception of the seeding. The original contract amount was \$92,133.50.

Background: Pearson Construction started work on the drainage improvement project in late October. To date, all the pipe and structures have been installed on the project and the grading has mostly been completed. Below are a couple of pictures of the completed work.





Additional fill material was brought in along the south side of 7th Street in order make the slopes more gradual around the storm structure. Remaining work on the project includes seeding which is expected to be approximately \$3,500.

Please let me know if you have any questions.

Sincerely,

Craig Britton

PEARSON BACKHOE SERVICE INC
24330 Richland Rd.
St.Charles, MN 55972

Invoice

DATE	INVOICE #
12/13/2022	7204

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

P.O. NO.	TERMS
	Net 30

Date	ITEM	QUANTITY	DESCRIPTION	RATE	AMOUNT
12/13/2022	service	1	Base Bid 6th & 7th Street minus seeding	52,628.00	52,628.00
	service	3	3- additional 6" rings for under castings	120.00	360.00
	service	1	Alternate 1 & 2 minus seeding	34,630.50	34,630.50
	service	2	2- additional 6" rings for under castings	120.00	240.00
	service	225	additional fill brought in for elevation change in manhole #1	16.00	3,600.00
	service	1	additional dumpster charge , for disposel of 24" plastic pipe	1,000.00	1,000.00

Thank you for your business.

Total

\$92,458.50

INVITATIONAL QUOTE
BENCH STREET DRAINAGE IMPROVEMENTS
 WIDSETH PROJECT NO. 2022-10310
 CHATFIELD, MN

Rochester
 3777 40th Avenue NW
 Suite 200
 Rochester MN 55901

507.292.8743
 Rochester@Widseth.com
 Widseth.com

Please return quote to the Chatfield City Hall by **THURSDAY, APRIL 7th, 2022 at 10:00 AM.**

The undersigned hereby proposes and agrees to furnish all the necessary labor, new materials, equipment, tools and services necessary for the construction of the project for the lump sum totals below. The estimated quantities provided below are approximate and include only the major construction items. The contractor shall perform their own quantity take-off and base their quote accordingly.

Base Bid – 30" Storm Sewer Between 6th Street and 7th Street

1	Mobilization	1	L.S.	1000
2	Clearing and Grubbing	1	L.S.	500
3	Remove RC Apron	2	Each	400
4	Topsoil Borrow (CV)	80	C.Y.	3640
5	Common Embankment (CV)	582	C.Y.	9420
6	15" RC Apron	1	Each	350
7	15" RC Pipe Sewer Des 3006 CL V	13	L.F.	750
8	30" RC Pipe Sewer Des 3006 CL II <i>30" HDPE</i>	289	L.F.	19,074
9	Connect to Existing Storm Sewer	2	Each	3000
10	Construct Drainage Structure Design 60-4020	3	Each	13,500
11	Silt Fence	284	L.F.	994
12	Seeding (MnDOT 25-151) and Hydromulch	0.40	Acre	2500
13	Hydromulch	0.15	Acre	645
14	Erosion Control Blanket Category 3 <i>Bionet</i>	320	S.Y.	640
		Total		<i>\$ 56,413</i>

Alternate 1 – Approximately 32 LF 30" Storm Sewer South of 7th Street

1	Clearing and Grubbing	1	L.S.	1500
2	Remove RC Apron	1	Each	200
3	Topsoil Borrow (CV)	20	C.Y.	700
4	Common Embankment (CV)	89	C.Y.	1440
5	30" RC Pipe Sewer Des 3006 CL II <i>HDPE</i>	32	L.F.	2112
6	Connect to Existing Storm Sewer	2	Each	3000
7	Construct Drainage Structure Design 60-4020	2	Each	9000
8	Silt Fence	65	L.F.	227.50
9	Seeding (MnDOT 25-151)	0.10	Acre	200
10	Hydromulch	0.05	Acre	100
11	Erosion Control Blanket Category 3	40	S.Y.	80
		Total		<i>\$ 18,559.50</i>

Alternate 2 – Replace Existing 24" HDPE with 30" RCP South of 7th Street

1	Clearing and Grubbing	1	L.S.	200
2	Remove Storm Sewer Pipe	140	L.F.	2000
3	Topsoil Borrow (CV)	35	C.Y.	1225
4	Common Embankment (CV)	141	C.Y.	2281
5	30" RC Apron	1	Each	500
6	30" RC Pipe Sewer Des 3006 CL II <i>30" HDPE</i>	140	L.F.	9240
7	Silt Fence	230	L.F.	805
8	Seeding (MnDOT 25-151)	0.15	Acre	100
9	Hydromulch	0.10	Acre	400
10	Erosion Control Blanket Category 3	70	S.Y.	210
11	Turf Reinforcement Mat Category 50	36	S.Y.	200
		Total	<i>\$17,161</i>	

Quote Summary

Base Bid Total

\$56,413

Alternate 1 Total

\$18,559.50

Alternate 2 Total

17,161

Grand Total

\$92,133.50

The undersigned hereby agrees that all work on the above-mentioned project shall be completed by
September 2, 2022

Note: Contractor may request substitution
of RCP Storm Sewer with HDPE.

Pearson Backhoe Service, Inc.

Contractor

Stu Pearson

By

Pres.

Title

Date:

4-7-22

24330 Richland Rd.

Address

St. Charles, MN 55972

City, State, Zip

January 3, 2023

Joel Young
City Clerk
City of Chatfield
21 Second Street SE
Chatfield, MN 55923

Re: Grant OR22-002, Lone Stone Park

Dear Mr. Young :

Congratulations on the successful completion of the above referenced project. Please consider this correspondence official notice that all documentation requested from you has been received and found acceptable.

Expenditures are subject to verification by an independent state audit. For that reason, you must retain all project records for at least six years after the date of this letter. Several of the terms of the grant agreement do not expire and continue into perpetuity, including the requirement to retain and manage all property identified in the boundary map solely for outdoor recreation. A copy of the grant agreement should therefore be retained permanently in your records.

Sincerely,



Audrey Mularie, Grants Coordinator
Local Grants Program
651-259-5549