

CITY OF CHATFIELD COMMON COUNCIL

AGENDA

July 10, 2023 7:00 P.M

- I. Chatfield City Council – July 10, 2023 – 7:00 p.m. – City Council Chambers
 1. Consent Agenda:
 - A. Approval of minutes of prior meetings.
 - B. Approve payment of claims.
 - C. Approve one pay-step increase to Dan Funk effective on employment anniversary, to Grade 6 Step 5.
 - D. Approve renewal of listing agreement to sell property on Enterprise Drive.
 2. League of Minnesota Cities Presentation – Luke Fischer & Madison Hagenau.
 3. City Engineer’s Report – Craig Britton:
 - A. Killmer Electric Pay Application #4
 4. S.C.S. Report – Brian Burkholder:
 - A. .
 5. Committee Reports:
 - A. Personnel-Budget Committee
 - B. Public Works Committee
 6. Mayor’s Report:
 - A. .
 7. City Administrator’s Report:
 8. Roundtable
 9. Adjourn.
 10. Meeting Notices:
 - A. Personnel/Budget Committee (Novotny & Urban) 4:30 p.m. Monday
 - B. Public Works Committee (Novotny & Urban) 5:30 p.m. Monday
 - C. Special City Council Meeting 12:45 p.m. Wednesday, July 12

**CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES**

Monday, June 26, 2023

The Common Council of the City of Chatfield met in regular session on Monday, June 26, 2023. Mayor John McBroom presided and called the regular meeting to order at 7:00 PM

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

Members absent: None.

Others Present: Mike Bubany, Craig Britton, Karen Reisner, Gretchen Lovejoy-Mensink, Lynda Karver, Chris Giesen, Brian Mueller, Fred Suhler Jr., Joel Young, and Beth Carlson.

Consent Agenda

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

1. Approval of June 12, 2023 Meeting Minutes and June 15, 2023 Special Meeting Minutes
2. Approve payment of claims
3. Approve temporary liquor license for Chatfield Firefighters Activities Association August 11, 12, & 13
4. Approve resolution to accept \$30,000 from the Chatfield Firefighters' Activities Association to be used for the fire equipment
5. Approve the Chatfield Education Foundation Lawful Gambling Application for Exempt Permit - Raffle August 5th

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

Nays: None

Motion carried.

Financial Consultant Report – Mike Bubany

Public Hearing and Resolution Authorizing Tax Abatement

Mayor John McBroom opened the Public Hearing at 7:01 p.m.

Financial Consultant, Mike Bubany, explained the statutory steps and requirements for authorizing a Tax Abatement. Mayor McBroom asked for comments or questions. No comments were made and public hearing was closed at 7:03 p.m.

Councilor Paul Novotny entered a motion, with a second by Councilor Josh Broadwater, to adopt RESOLUTION AUTHORIZING A TAX ABATEMENT ON PROPERTY WITHIN THE CITY OF CHATFIELD FOR THE PURPOSE OF FINANCING IMPROVEMENTS TO CERTAIN ROADWAYS

WHEREAS, the City Council of the City of Chatfield, Minnesota (the "City"), determined a need to grant a property tax abatement to the property described in Exhibit A hereto (the "Property") to construct public improvements on certain roadways within its corporate limits (the "Improvements"), pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815 (the "Act"); and

WHEREAS, the City Council has conducted a duly noticed public hearing on the Abatement (as hereinafter defined) at which the views of all interested persons were heard; and

WHEREAS, under the Act, the City is authorized to retain abatements from property in order to finance the installation of public infrastructure; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Chatfield, Olmsted & Fillmore Counties, Minnesota, as follows:

1. Findings. The City Council finds that the benefits to the City from the Abatement will be at least equal to the costs to the City of the Abatement, because the Improvements will benefit the Properties that are the source of the Abatement and that therefore the Abatement is in the public interest; and specifically finds and determines that the Abatement is expected to result in a public benefit because the Improvements will finance the installation of public infrastructure that serves the benefitting Properties
2. Abatement. Subject to the provisions of the Act, the City Council hereby authorizes the Abatement in the amount of City tax generated estimated to be \$1,020,000 subject to following terms and conditions:
 - (a) The term "Abatement" means the real property taxes generated in any tax-payable year by extending the City's total tax rate for that year against the tax capacity of the Property as of January 2 in the prior year.
 - (b) The term of the abatement shall be twelve years, commencing in 2024 and continuing through 2035.
 - (c) In accordance with Section 469.1813, subdivision 8 of the Act, in no case shall the Abatement, together with all other abatements approved by the City under the Act and paid in any one year, exceed the greater of 10% of the City's net tax capacity for that year or \$200,000.
 - (d) In accordance with Section 469.1815 of the Act, the City will add to its levy in each year during the term of the Abatement the total estimated amount of current year Abatement granted under this resolution. The City Administrator shall estimate the amount of tax abatement to be generated and shall add such amount to the City's levy.
3. Actions Ratified. The Council hereby ratifies all actions of the City's staff and consultants in arranging for approval of this resolution in accordance with the Act.

EXHIBIT A

Properties

260001000 260023010 260023030 260027020 260367000 260367020 260369000 260369010
260371000 260374010 260376000 260376010 260376020 260376030 260376040 260378000
260384000 260385000 260385010 260386000 260387000 260392000 260393000 260394000
260395000 260395010 260397000 260397010 260398000 260400000 260406000 260406010
260409000 260410000 260410010 260411000 260411010 260411020 260412000 260412010
260413010 260417000 260417010 260418000 260418010 260529000 260530000 260531000
260532000 260533000

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

Nays: None

Motion carried.

Resolution authorizing the sale of 2023A Bonds

Financial Consultant, Mike Bubany, explained the important of the Standard & Poors Rating. The City of Chatfield has been reaffirmed at an AA rating.

Four Bids were received. The lowest bid came in at a net effective interest rate of 3.32% from Robert W Baird. Staff is recommending the approval of the bid offering from Robert W Baird.

Councilor Dave Frank entered a motion, with a second by Councilor Josh Broadwater, to adopt the Resolution Providing for the Issuance and Sale of \$2,200,000 General Obligation Bonds, Series 2023A, pledging for the security thereof Net Revenues, Tax Abatements, and Levying a Tax for the Payment Thereof.

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

Nays: None

Motion carried.

The complete copy resolution can be viewed online or at the Office of the City Clerk.

EDA Report – Chris Giesen

Resolution Approving Special Legislation

The Minnesota Legislature approved, and the Governor signed, a special law for the City of Chatfield to use TIF in a situation where TIF would normally be ineligible. This new special law gives Chatfield the ability to use “economic development” TIF on a commercial project where the entire building size is greater than 15,000 square feet provided the first floor of the building is no larger than 15,000 square feet. This special law is restricted to use for a hotel development project and in a specific location within the vicinity between Highway 30, Mill Creek Road, and Division Street.

According to state statute, if a city receives special legislation an authorizing resolution must be approved by council and then the city clerk must file that resolution with the Minnesota Secretary of State before the next regular legislative session begins.

Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank, to adopt A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHATFIELD, MINNESOTA, APPROVING A CERTAIN SPECIAL LAW: LAWS 2023, CHAPTER 64, ARTICLE 8, SECTION 9; RELATING TO THE CITY OF CHATFIELD.

WHEREAS, the 2023 regular session of the Minnesota Legislature enacted, and the Governor approved, Laws 2023, Chapter 23, Article 8, Section 9, which relates to the authority of the City of Chatfield or its Economic Development Authority to establish an economic development district within the City to construct a multilevel hotel of a specific size at a particular location within the City; and,

WHEREAS, the provisions of Laws 2023, Chapter 64, Article 8, Section 9, constitute a “special law”, as that term is defined by the provisions of Article XII, Section 2, of the Minnesota Constitution, which special law solely affects the City of Chatfield; and,

WHEREAS, the provisions of Minn. Stat. § 645.021 provide that the provisions of a special law shall not be effective without approval of the governing body of the local governmental unit affected.

Now therefore, BE IT RESOLVED by the City Council of the City of Chatfield, Minnesota, that the City of Chatfield, by a vote of a majority of a quorum of its members, approves the provisions of the special law enacted as Laws 2023, Chapter 64, Article 8, Section 9, affecting the City of Chatfield.

BE IT FURTHER RESOLVED, that the City Clerk is authorized and directed to promptly file with the Office of the Minnesota Secretary of State the certification of approval of this special law required by the provisions of Minn. Stat. § 645.021, subd. 3.

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

Nays: None

Motion carried.

Public Works Director Report – Brian Burkholder

Disc Golf Signage

Staff would like to update the disc golf signage to make it more visible from the road. Updates to the course signage is needed as well. The project will cost \$1600. A grant has been applied for.

Authorization to work on Saturdays, if needed, during the street project

Normal working hours for the Street Project are Monday - Friday but, at times, Saturday work may be needed to help with delays.

Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank, to authorize work on Saturdays, if needed, during the street project.

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

Nays: None

Motion carried.

Committee Reports

Public Services Committee

Councilors Bluhm and Frank were in attendance. Topics included public safety aid and cannabis regulation.

Committee of the Whole

Mayor McBroom, and Councilors Novotny, Bluhm, Urban, Broadwater, and Frank were all in attendance for the Committee of the Whole. The 2022 Water project, the 2023 Street Project, and future CIP projects were discussed.

Mayor's Report

Mayor McBroom is disappointed in the lack of rain and is hoping we get some soon.

City Administrator's Report

Recommendation to hire Trevor Schmidt as part-time patrol officer

Councilor Paul Novotny entered a motion, with a second by Councilor Pam Bluhm, to approve the hiring of Trevor Schmidt as part-time patrol officer.

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

Nays: None

Motion carried.

Change in schedule of outdoor warning siren tests

Olmsted County has announced a change to the schedule of siren testing.

Other Announcements

Councilor Bluhm and Administrator Young attended the LMC Conference in Duluth. Joel Young received the James F. Miller Leadership Award.

Interviews for finalists for the City Administrator position are set up for July 12.

Adjourn

Councilor Mike Urban entered a motion, with a second by Councilor Pam Bluhm, to adjourn at 7:22 p.m.

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

Nays: None

Motion carried.

/s/Beth M Carlson
City Clerk



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: July 2023
 2023 07FA01

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
ALLEGRA						
	19902	E 100-42110-210	Police Administrati	Operating Expenses	\$47.21	BSNSS CRD
					\$47.21	
ALLEGRA						
ANDY OCONNOR						
	#15	E 614-49840-302	Cable TV (GENER	Contracted Help	\$1,293.75	CCTV ADMIN CNTRCT-MAR2023-FEB2
					\$1,293.75	
ANDY OCONNOR						
AT&T MOBILITY						
	070320	E 100-42110-321	Police Administrati	Telephone	\$44.65	507.272.5382 POLICE 872
	070320	E 100-42110-321	Police Administrati	Telephone	\$44.65	507.272.5386 POLICE 873
	070320	E 100-42110-321	Police Administrati	Telephone	\$49.67	507.272.5506 POLICE CHIEF
	070320	E 220-42280-321	Fire Department *	Telephone	\$38.23	507.551.8200 AMB IBR
	070320	E 230-42270-321	Ambulance	Telephone	\$49.67	507.513.5925 AMBULANCE
	070320	E 100-42110-218	Police Administrati	Confiscation/Forfeitures	\$38.23	507.513.5937 POLICE AIR CARD
	070320	E 100-42110-320	Police Administrati	Communications (GENER	\$38.23	507.513.5954 POLICE AIR CARD
	070320	E 100-45200-321	Parks (GENERAL)	Telephone	\$39.07	507.551.8045 RINK CAMERA
	070320	E 220-42280-321	Fire Department *	Telephone	\$49.67	507.884.4423 FIRE
	070320	E 230-42270-321	Ambulance	Telephone	\$49.67	507.513.5974 AMBULANCE
					\$441.74	
AT&T MOBILITY						
BIG GIRL STICKERS						
	2023-1	E 100-45200-240	Parks (GENERAL)	Small Tools and Minor E	\$60.00	3 RSRVD SIGNS
					\$60.00	
BIG GIRL STICKERS						
CEDA						
	JUN 20	E 240-46500-310	Economic Dev (GE	Other Professional Servic	\$12,148.50	ECONOMIC DEV SUPPORT SERVICES -
					\$12,148.50	
CEDA						
CHATFIELD ALLIANCE, INC						
	MAYJU	E 100-46630-300	Community Dev -	Promotional Expense	\$67.83	95% LODGING TAX MAY&JUN 2023
					\$67.83	
CHATFIELD ALLIANCE, INC						
CHATFIELD BODY SHOP						
	13569	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$70.62	CHNG TRS 2017 FRD EXP
	13570	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$70.62	CHNG TRS 2018 FRD EXP
	13510	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$61.12	LOF 2017 FRD EXP
					\$202.36	
CHATFIELD BODY SHOP						
CHATFIELD CENTER FOR THE ARTS						
	JUL 202	E 250-46630-310	Community Dev -	Other Professional Servic	\$2,000.00	EDA & CCA AGREEMENT 09/2022-08/2
					\$2,000.00	
CHATFIELD CENTER FOR THE ARTS						
CREATIVE PRODUCT SOURCING						
	152030	E 100-42110-211	Police Administrati	Program Expenses	\$916.02	DARE MERCH
					\$916.02	
CREATIVE PRODUCT SOURCING						
DEED						
	JUL202	E 361-46620-600	Revolving Loan Fu	Debt Srv Principal (GENE	\$1,861.22	#CDAP-13-0031-H-FY14 CHAT EDA/EZ
	JUL202	E 361-46620-600	Revolving Loan Fu	Debt Srv Principal (GENE	\$646.44	CDAP-18-0018-H-FY19 EZ FABIV
	JUL202	E 361-46620-610	Revolving Loan Fu	Interest	\$111.29	#CDAP-13-0031-H-FY14 CHAT EDA/EZ
	JUL202	E 361-46620-610	Revolving Loan Fu	Interest	\$71.75	CDAP-18-0018-H-FY19 EZ FABIV
					\$2,690.70	
DEED						
EXPERT BILLING, LLC						
	11496	E 230-42270-435	Ambulance	Licences, Permits and Fe	\$744.00	TRANSPORTS BILLED - MAY 2023
					\$744.00	
EXPERT BILLING, LLC						



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: July 2023
 2023 07FA01

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
FILLMORE COUNTY TREASURER						
JUN 20		E 100-41500-310	City Clerk	Other Professional Servic	\$4,132.00	2023 ASSESSMENT WORK
FILLMORE COUNTY TREASURER					\$4,132.00	
FIRST NETWORK SYSTEMS						
1192		E 614-49840-302	Cable TV (GENER	Contracted Help	\$1,293.75	09/2022-08/2023 CCTV TECH COORD-
FIRST NETWORK SYSTEMS					\$1,293.75	
GRANICUS						
167435		E 100-41500-438	City Clerk	Internet Expenses	\$60.73	UPGRADE TO SDI 720P
167435		E 100-41500-438	City Clerk	Internet Expenses	\$561.60	GOV TRANSPARENCY SUITE
167435		E 100-41500-438	City Clerk	Internet Expenses	\$555.21	MEETING EFFICIENCY SUITE
167435		E 100-41500-438	City Clerk	Internet Expenses	\$127.61	ENCODING SOFTWARE
167435		E 100-41500-438	City Clerk	Internet Expenses	\$287.20	OPEN PLATFORM SUITE
GRANICUS					\$1,592.35	
JEFF SPRINGER						
JUL 202		E 100-46630-300	Community Dev -	Promotional Expense	\$245.46	RMBRSMNT - HILLSIDE FLWRS TUPER
JEFF SPRINGER					\$245.46	
MARCO TECHNOLOGIES LLC.						
INV113		E 601-49400-435	Water Utilities (GE	Licences, Permits and Fe	\$20.00	1 WTR BUS PREM
INV113		E 100-45200-435	Parks (GENERAL)	Licences, Permits and Fe	\$20.00	1 PARKS BUS PREM
INV113		E 100-45124-435	Swimming Pools -	Licences, Permits and Fe	\$10.00	1 POOL EXCHANGE ON LINE + ACTIVE
INV113		E 240-46500-435	Economic Dev (GE	Licences, Permits and Fe	\$10.00	1 EDA EXCHANGE ON LINE + ACTIVE
INV113		E 100-41100-435	Legislative	Licences, Permits and Fe	\$60.00	6 LEG EXCHANGE ON LIN P1 & ACTIV
INV113		E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	\$20.00	1 MS BUS PREM
INV113		E 100-41910-435	Planning and Zoni	Licences, Permits and Fe	\$10.00	1 PLNG DEPT EXCHANGE ON LINE + A
INV113		E 230-42270-435	Ambulance	Licences, Permits and Fe	\$40.00	2 AMB BUS PREM
INV113		E 100-42110-435	Police Administrati	Licences, Permits and Fe	\$200.00	10 PD MS BUS PREM
INV113		E 602-49450-435	Sewer (GENERAL)	Licences, Permits and Fe	\$40.00	2 WW BUS PREM
INV113		E 100-41500-435	City Clerk	Licences, Permits and Fe	\$90.00	4 MS BUS PREM & 1 VM EXCH + ACTI
INV113		E 220-42280-435	Fire Department *	Licences, Permits and Fe	\$20.00	1 FD BUS PREM
MARCO TECHNOLOGIES LLC.					\$540.00	
MARK MCBROOM						
10359		E 100-46630-310	Community Dev -	Other Professional Servic	\$150.00	NUISANCE ABATEMENT AVE A
MARK MCBROOM					\$150.00	
MAYO CLINIC						
23-589		E 230-42270-415	Ambulance	Medical Services	\$347.45	PARAMEDIC INTERCEPT
MAYO CLINIC					\$347.45	
MN DEPARTMENT OF HEALTH						
13643 J		E 601-49400-435	Water Utilities (GE	Licences, Permits and Fe	\$23.00	CLASS D #13643 IRISH
MN DEPARTMENT OF HEALTH					\$23.00	
MN DEPT OF LABOR & INDUSTRY						
ABR030		E 602-49450-435	Sewer (GENERAL)	Licences, Permits and Fe	\$20.00	553406 & 66876D PRESSURE VESSEL
ABR030		E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$10.00	40194 PRESSURE VESSEL - FIRE HALL
MN DEPT OF LABOR & INDUSTRY					\$30.00	
PATHFINDER CRM, LLC						
22061		E 100-46323-310	Heritage Preservat	Other Professional Servic	\$3,500.00	HPC CONSULT SERV - 2023 3 QTR
PATHFINDER CRM, LLC					\$3,500.00	
SUNSHINE FOODS						



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: July 2023
 2023 07FA01

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	00011	E 100-41100-430	Legislative	Miscellaneous (GENERAL	\$21.28	ACCT-317 COW SUPPLIES
SUNSHINE FOODS					\$21.28	
SYSCO-MINNESOTA INC						
	447725	E 100-45124-210	Swimming Pools -	Operating Expenses	\$594.63	CNCSSNS ICRM PRTZL SDA
	447713	E 100-45124-210	Swimming Pools -	Operating Expenses	\$971.36	CNCSSNS ICRM CHPS PRTZLS SDA
SYSCO-MINNESOTA INC					\$1,565.99	
US BANK ONE CARD						
	06-26-2	E 801-41940-580	Municipal Building	Cap. Outlay-Other Equip	\$14.59	MENARDS LANDSCAPE SPIKES
	06-26-2	E 211-45500-433	Libraries (GENERA	Dues and Subscriptions	\$119.99	CANVA SBSCRTRN
	06-26-2	E 100-42110-210	Police Administrati	Operating Expenses	\$65.70	ID CREATOR
	06-26-2	E 211-45500-322	Libraries (GENERA	Postage	\$4.13	USPS - PSTG
	06-26-2	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	\$0.99	APPLE.COM STRG
	06-26-2	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$18.00	CRAMERS CAR WASH
	06-26-2	E 211-45500-211	Libraries (GENERA	Program Expenses	\$200.74	AMZN FB KT DQ MCHLS
	06-26-2	E 100-42110-435	Police Administrati	Licences, Permits and Fe	\$270.00	POST BOARD - SCOTT TYLER KEVIN
	06-26-2	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment	\$169.95	A1
	06-26-2	E 100-45124-433	Swimming Pools -	Dues and Subscriptions	\$110.00	SAMS MEMBERSHIP
	06-26-2	E 100-45124-210	Swimming Pools -	Operating Expenses	\$628.14	SAMS CONCESSION WRISTCOILS
	06-26-2	E 602-49450-208	Sewer (GENERAL)	Training and Instruction	\$310.00	MWOA CONFERENCE
	06-26-2	E 100-45200-210	Parks (GENERAL)	Operating Expenses	\$14.47	MENARDS PARK BOLTS
	06-26-2	E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings	\$218.48	SRGNTS WHTNG MNRDS
	06-26-2	E 601-49400-322	Water Utilities (GE	Postage	\$6.25	USPS - WTR SMPL PSTG
	06-26-2	E 100-41100-309	Legislative	Conference Expense	\$832.68	LMC & SEMLM
	06-26-2	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$457.13	AMZN DVDS NON PRINT
	06-26-2	E 801-41500-240	City Clerk	Small Tools and Minor E	\$1,398.00	APPLE.COM 2 ADMNSTR & CLERK
	06-26-2	E 100-41500-433	City Clerk	Dues and Subscriptions	\$50.00	MCFOA-CARLSON
	06-26-2	E 100-41500-309	City Clerk	Conference Expense	\$762.67	SEMLM & LMC
US BANK ONE CARD					\$5,651.91	
USA BLUEBOOK						
	INV000	E 602-49450-216	Sewer (GENERAL)	Lab Supplies	\$100.47	BUFFER
USA BLUEBOOK					\$100.47	
WM HANSON WASTE REMOVAL						
	35096	E 100-45200-384	Parks (GENERAL)	Refuse/Garbage Disposal	\$196.37	GARBAGE SERVICE - CTY MNT BLDG
	35096	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$2,114.56	GARBAGE SERVICE - OC ENVIRON FEE
	35096	E 100-41940-384	Municipal Building	Refuse/Garbage Disposal	\$57.27	GARBAGE SERVICE - CITY HALL
	35096	E 602-49450-384	Sewer (GENERAL)	Refuse/Garbage Disposal	\$100.91	GARBAGE SERVICE - WWTP
	35096	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$1,473.14	GARBAGE SERVICE - FUEL SURCHARG
	35096	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$15,402.66	GARBAGE SERVICE - 1,183 P/U @ 13.
	35096	E 100-45200-384	Parks (GENERAL)	Refuse/Garbage Disposal	\$144.54	GARBAGE SERVICE - FIRE HALL
WM HANSON WASTE REMOVAL					\$19,489.45	
2023 07FA01					\$59,295.22	
ALLEGRA						
	21509	E 603-49500-210	Refuse/Garbage (Operating Expenses	\$89.76	19.24% UTILITY PERMIT 3 ENVELOPE
	21509	E 602-49450-210	Sewer (GENERAL)	Operating Expenses	\$282.62	60.58% UTILITY PERMIT 3 ENVELOPE
	21509	E 601-49400-210	Water Utilities (GE	Operating Expenses	\$94.15	20.18% UTILITY PERMIT 3 ENVE ALL
ALLEGRA					\$466.53	
AMAZON CAPITAL SERVICES, INC.						
	1FQT-T	E 230-42270-210	Ambulance	Operating Expenses	\$70.00	SUPER SANI LARGE WIPES
	1691-M	E 100-41500-240	City Clerk	Small Tools and Minor E	\$124.98	2 DRAWER FILE CABINET



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: July 2023
 2023 07FA01U

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	1691-M	E 100-43100-200	Street Maintenanc	Office Supplies (GENERA	\$373.57	3 PACK TONER
	1691-M	E 100-41500-200	City Clerk	Office Supplies (GENERA	\$16.98	RETRACTABLE HIGHLIGHTER
	1691-M	E 220-42280-210	Fire Department *	Operating Expenses	\$138.99	215 A TONER 4 PACK
	1691-M	E 100-45124-210	Swimming Pools -	Operating Expenses	\$16.89	3 PACK SIGN HOLDERS
	1691-M	E 100-43100-210	Street Maintenanc	Operating Expenses	\$38.98	FENDALL EYESALINE EYEWASH
	1691-M	E 100-41500-240	City Clerk	Small Tools and Minor E	\$8.23	SCREEN PROTECTOR IPAD
	1FQT-T	E 230-42270-210	Ambulance	Operating Expenses	\$147.58	EXAM GLOVES
	1FQT-T	E 100-45124-210	Swimming Pools -	Operating Expenses	\$39.98	CPR FACE SHIELD MASK
	1FQT-T	E 100-45124-210	Swimming Pools -	Operating Expenses	\$44.20	WATERPROOF ADHESIVE BANDAGES
	1FQT-T	E 100-45124-210	Swimming Pools -	Operating Expenses	\$6.30	STING RELIEF PADS
	1FQT-T	E 100-45124-210	Swimming Pools -	Operating Expenses	\$9.99	ALCOHOL WIPES
	1691-M	E 220-42280-240	Fire Department *	Small Tools and Minor E	\$429.00	HP COLOR LASER JET PRINTER
	1691-M	E 100-41500-240	City Clerk	Small Tools and Minor E	\$68.99	KEYBOARD CASE FOR IPAD
	1691-M	E 601-49400-240	Water Utilities (GE	Small Tools and Minor E	\$31.69	OUTDOOR ETHERNET CABLE
	1691-M	E 100-43100-210	Street Maintenanc	Operating Expenses	\$66.31	PAPER HAND TOWEL ROLL
	1691-M	E 100-41940-210	Municipal Building	Operating Expenses	\$86.86	TRASH BAGS AND ZFOLD TOWELS
	1691-M	E 100-45124-210	Swimming Pools -	Operating Expenses	\$16.48	DRY ERASE MARKERS
	1691-M	E 100-41500-240	City Clerk	Small Tools and Minor E	\$53.99	MOBILE FILE CABINET
	1691-M	E 100-45124-210	Swimming Pools -	Operating Expenses	\$8.99	AUX CORD FOR IPHONE
	1691-M	E 100-41500-240	City Clerk	Small Tools and Minor E	\$23.99	3 IN 1KEYBOARD VACUME CLEANER
AMAZON CAPITAL SERVICES, INC.					\$1,822.97	
CENEX FLEET FUELING						
	267743	E 100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$253.01	PARK 1
	267743	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$165.84	STREET 4 - IRISH
	267743	E 601-49400-212	Water Utilities (GE	Vehicle Operating Suppli	\$339.71	WATER 1
	267743	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	\$275.43	WWTP 2 - IRISH
	267743	E 100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$473.45	PARK DESK
	267743	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$49.72	FIRE BRUSH TRUCK
	267743	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$37.86	STREET3
	267743	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$264.95	POLICE SQUAD 3
	267743	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$528.26	POLICE SQUAD 2
	267743	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$39.94	POLICE SQUAD 1-CHIEF
	267743	E 100-41500-212	City Clerk	Vehicle Operating Suppli	\$34.93	CITY CAR - CLERK
	267743	E 230-42270-212	Ambulance	Vehicle Operating Suppli	\$158.12	471B
	267743	E 230-42270-212	Ambulance	Vehicle Operating Suppli	\$204.75	471A
	267743	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$111.13	STREET 1
	267743	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$29.88	STREET 2
CENEX FLEET FUELING					\$2,966.98	
CITY OF CHATFIELD						
	06/26/2	E 100-41940-380	Municipal Building	Utility Services (GENERA	\$323.83	10-00000001-00-4 THURBER BLDG GA
	06/26/2	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	\$1,020.40	10-00000121-00-7 POOL
	06/26/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$65.53	10-00002410-91-8 PWFAC1
	06/26/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$693.48	10-00000031-00-3 WWTP
	06/26/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$85.75	10-00000081-008 CITY SHOP
	06/26/2	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$65.53	10-00000071-00-5 TOURIST CENTER
	06/26/2	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$65.53	10-00000011-00-7 PUBLIC LIBRARY
	06/26/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$65.53	10-00000101-01-4 PWFAC2
	06/26/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$66.73	10-00000051-00-9 FIRE HALL
CITY OF CHATFIELD					\$2,452.31	
EO JOHNSON, BUSINESS TECH.						
	INV135	E 240-46500-404	Economic Dev (GE	Repairs/Maint Equipment	\$24.90	#56246 NETWORK L9124 MP C4503



City of Chatfield
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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	INV135	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$45.65	#56246 NETWORK L9124 MP C4503
	INV135	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$48.00	#46719-01 POLICE L7545
	INV135	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$45.65	#56246 NETWORK L9124 MP C4503
	INV135	E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment	\$45.65	#56246 NETWORK L9124 MP C4503
	INV135	E 603-49500-404	Refuse/Garbage (Repairs/Maint Equipment	\$45.65	#56246 NETWORK L9124 MP C4503
	INV135	E 230-42270-404	Ambulance	Repairs/Maint Equipment	\$87.15	#56246 NETWORK L9124 MP C4503
	INV135	E 100-41910-404	Planning and Zoni	Repairs/Maint Equipment	\$24.90	#56246 NETWORK L9124 MP C4503
	INV135	E 100-41500-404	City Clerk	Repairs/Maint Equipment	\$95.45	#56246 NETWORK L9124 MP C4503
EO JOHNSON, BUSINESS TECH.					<u>\$463.00</u>	
FREDERICK S. SUHLER, ATTY						
	06/01/2	E 100-41100-304	Legislative	Legal Fees	\$600.00	MONTHLY RETAINER06/01-06/30/23
	06/01/2	E 100-41100-304	Legislative	Legal Fees	\$225.00	ADDITIONAL TASKS 06/2023
FREDERICK S. SUHLER, ATTY					<u>\$825.00</u>	
HBC						
	07/02/2	E 602-49450-321	Sewer (GENERAL)	Telephone	\$12.78	1439299 867-4321BASIC & TOLL
	07/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$114.50	1439299 BUS VALUE PKG 120MBPS
HBC					<u>\$127.28</u>	
HEBL CLEANING & RESTORATION						
	275322	E 100-41940-401	Municipal Building	Repairs/Maint Buildings	\$2,920.00	MONTHLY CARPET MAINT
HEBL CLEANING & RESTORATION					<u>\$2,920.00</u>	
LUMEN-LEVEL3 (WEBEX)						
	645056	E 100-41500-320	City Clerk	Communications (GENER	\$244.38	WEBEX 10@23 + TAX/LIC
LUMEN-LEVEL3 (WEBEX)					<u>\$244.38</u>	
MEDIACOM						
	06/26/2	E 100-41500-438	City Clerk	Internet Expenses	\$101.53	1/3 CITY HALL HSD & STATIC IPS
	06/26/2	E 100-42110-438	Police Administrati	Internet Expenses	\$101.53	1/3 CITY HALL HSD & STATIC IPS
	06/26/2	E 230-42270-438	Ambulance	Internet Expenses	\$101.84	1/3 CITY HALL HSD & STATIC IPS
MEDIACOM					<u>\$304.90</u>	
MINNESOTA ENERGY RESOURCES						
	06/26/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$100.22	00016 100 OTR GNRTR
	06/26/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$59.77	00015 547 HLLSD BSTR STTN
	06/26/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$63.32	00014 PPLS 19 SCND ST SW
MINNESOTA ENERGY RESOURCES					<u>\$223.31</u>	
OLMSTED MEDICAL CENTER CLINIC						
	06/15/2	E 100-42110-310	Police Administrati	Other Professional Servic	\$39.00	PRE PLACEMENT EXAM
OLMSTED MEDICAL CENTER CLINIC					<u>\$39.00</u>	
QUADIENT - FOLDING MACHINE						
	602482	E 100-41500-403	City Clerk	Prev. Maint. Agreements	\$3,839.18	FOLDING MACHINE STD MAINT AGRE
QUADIENT - FOLDING MACHINE					<u>\$3,839.18</u>	
QUILL.COM						
	329669	E 602-49450-210	Sewer (GENERAL)	Operating Expenses	\$37.55	SWIFTER WET REFILL PADS AND SOL
	331574	E 100-41940-210	Municipal Building	Operating Expenses	\$117.98	TOILET TISSUE AND 16 GAL. CAN LIN
QUILL.COM					<u>\$155.53</u>	
ROWLAND WELL CO., INC.						
	32841	E 100-45200-404	Parks (GENERAL)	Repairs/Maint Equipment	\$4,197.00	REPAIR WATER LEAK
ROWLAND WELL CO., INC.					<u>\$4,197.00</u>	
UC LABORATORY						



City of Chatfield
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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	116853	E 602-49450-217	Sewer (GENERAL)	Testing	\$528.79	WWTP LABS
UC LABORATORY					\$528.79	
2023 07FA01U					\$21,576.16	
					\$80,871.38	

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City of Chatfield
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 2023 07TIF

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
CABIN COFFEE						
JUN 20		E 359-46619-324	Cabin Coffee TIF	Reimbursement	\$6,136.71	90% PAYOUT OF OC SETTLEMENT 6,8
CABIN COFFEE					\$6,136.71	
CHATFIELD EDA						
JUN 20		E 359-46619-323	Cabin Coffee TIF	Administration Expense	\$481.86	TIF 2-6/CABIN COFFEE 10% MAX
CHATFIELD EDA					\$481.86	
LONE STONE, LLC						
JUL 202		E 354-46616-324	Lone Stone TIF	Reimbursement	\$30,302.74	FINAL TIF 3-2 PAYG NOTE PYMNT
LONE STONE, LLC					\$30,302.74	
2023 07TIF					\$36,921.31	
					\$36,921.31	

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City of Chatfield
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 2023 07BONDS

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
BANK OF ZUMBROTA						
AUG 20	E 336-47000-611	Debt Service (GEN	Bond Interest		\$2,599.00	2016B GO WTR REV
BANK OF ZUMBROTA					\$2,599.00	
BREMER BANK						
AUG 20	E 344-47000-611	Debt Service (GEN	Bond Interest		\$26,500.00	2022B TXBL GO PWFAC
BREMER BANK					\$26,500.00	
F & M COMMUNITY BANK						
AUG 20	E 343-47000-611	Debt Service (GEN	Bond Interest		\$23,024.00	2022A GO UTIL REV
AUG 20	E 342-47000-610	Debt Service (GEN	Interest		\$2,055.00	2019A GO TAX ABATEMENT
AUG 20	E 338-47000-611	Debt Service (GEN	Bond Interest		\$3,519.75	2017A
F & M COMMUNITY BANK					\$28,598.75	
MIENERGY COOPERATIVE						
AUG 20	E 339-47000-601	Debt Service (GEN	Debt Srv Bond Principal		\$15,000.00	2017B GO TXBL UTIL REV
MIENERGY COOPERATIVE					\$15,000.00	
NORTHLAND SECURITIES						
AUG23	E 340-47000-620	Debt Service (GEN	Bond Fees-FscIAgnt Issn		\$495.00	2018A FISCAL AGENT FEE
AUG23	E 340-47000-610	Debt Service (GEN	Interest		\$58,650.00	2018A INTEREST
AUG23	E 335-47000-611	Debt Service (GEN	Bond Interest		\$27,750.00	2016A INTEREST
AUG23	E 334-47000-620	Debt Service (GEN	Bond Fees-FscIAgnt Issn		\$495.00	2014A FISCAL AGENT FEE
AUG23	E 334-47000-611	Debt Service (GEN	Bond Interest		\$4,218.75	2014A INTEREST
AUG23	E 332-47000-611	Debt Service (GEN	Bond Interest		\$6,830.00	2012A INTEREST
NORTHLAND SECURITIES					\$98,438.75	
2023 07BONDS					\$171,136.50	
					\$171,136.50	

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City of Chatfield
Batch Listing - Unposted Summary
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 2023 0622VNDPR

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
AFLAC						
112250	147147	G 910-21712			\$119.08	EE VENDOR LIABILITY
	147147	G 910-21713			\$111.28	EE VENDOR LIABILITY
	147147	G 910-21715			\$73.49	EE VENDOR LIABILITY
	147147	G 910-21724			\$316.94	EE VENDOR LIABILITY
	147147	G 910-21718			\$54.47	EE VENDOR LIABILITY
					<u>\$675.26</u>	
AFLAC						
CHATFIELD PUBLIC LIBRARY						
112251	2023-1	R 211-45500-3620	Libraries (GENERA		-\$125.00	SCRIP GAS CARDS
	2023-1	G 910-21728			\$125.00	SCRIP GAS CARDS
					<u>\$0.00</u>	
CHATFIELD PUBLIC LIBRARY						
DELTA DENTAL						
112252	JUL 202	G 910-21711			\$1,050.40	EE PAYROLL LIABILITY
					<u>\$1,050.40</u>	
DELTA DENTAL						
EFTPS						
112253	417408	G 910-21701			\$4,856.23	FEDERAL WH - STAFF
	417408	G 910-21709			\$1,934.64	MEDICARE WH - STAFF
	417408	G 910-21703			\$6,590.00	SOC SEC WH - STAFF
					<u>\$13,380.87</u>	
EFTPS						
EMPOWER						
112254	110187	G 910-21719			\$690.55	PR VNDR LBLTY - EE
					<u>\$690.55</u>	
EMPOWER						
HEALTH EQUITY						
112255	2023-0	G 910-21726			\$2,391.67	VNDR PR LBLTY
					<u>\$2,391.67</u>	
HEALTH EQUITY						
MN PEIP						
112256	129197	G 910-21706			\$15,153.11	PR VNDR LBLTY
					<u>\$15,153.11</u>	
MN PEIP						
MN REVENUE						
112257	2-066-1	G 910-21702			\$2,464.69	STATE TAX WH - STAFF
					<u>\$2,464.69</u>	
MN REVENUE						
PERA						
112258	SOMPE	G 910-21705			\$4,311.89	PERA - POLICE
	SOMPE	G 910-21704			\$5,172.14	PERA - CITY COORDINATED
					<u>\$9,484.03</u>	
PERA						
SUN LIFE ASSURANCE COMPANY						
112259	101761	G 910-21720			\$500.38	PAYROLL LIABILITY
					<u>\$500.38</u>	
SUN LIFE ASSURANCE COMPANY						
TASC						
112260	06/22/2	G 910-21714			\$222.91	FSA MEDICAL & DEP - EmpE SCHMIED
					<u>\$222.91</u>	
TASC						
2023 0622VNDPR					<u>\$46,013.87</u>	
					<u>\$46,013.87</u>	

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City of Chatfield
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 2023 06UBPSTG

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
TASC						
112262	062720	E 100-41500-310	City Clerk	Other Professional Servic	\$15.00	COBRA - ADMINISTRATION FEE
TASC					\$15.00	
UNITED STATES POSTAL SERVICE						
058143	551986	E 603-49500-322	Refuse/Garbage (Postage	\$126.25	UB PSTG ALLCTN 19.24%
	551986	E 602-49450-322	Sewer (GENERAL)	Postage	\$397.53	UB PSTG ALLCTN 60.58%
	551986	E 601-49400-322	Water Utilities (GE	Postage	\$132.42	UB PSTG ALLCTN 20.18%
UNITED STATES POSTAL SERVICE					\$656.20	
2023 06UBPSTG					\$671.20	
					\$671.20	

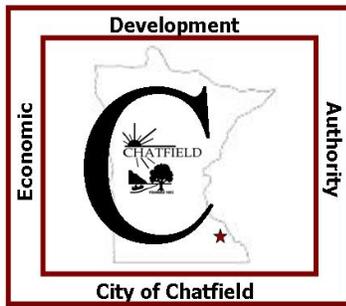
((BatchID] in (18988))



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: July 2023
 2023 07SPSCTNFS

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
PRIORITY PAYMENT SYSTEMS						
112267	JUN 20	E 100-45124-323	Swimming Pools -	Administration Expense	\$1,164.85	CC PROCESSING FEES
PRIORITY PAYMENT SYSTEMS					\$1,164.85	
2023 07SPSCTNFS					\$1,164.85	
					\$1,164.85	

((BatchID] in (19032))



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

July 10, 2023

MEMO

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

Background

The original 6 month agreement to list the unsold lots on Enterprise Drive with real estate agents Todd Hadoff and Tim Danielson is set to expire this month.

This arrangement has given us more visibility through the online MLS system, additional and refreshed signage, and the professional representation of licensed agents. One property has sold since the original agreement began and we have also received a handful of inquiries.

Action Requested

Staff requests authorization to extend the listing agreement for an additional 12 months.



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 PUBLIC WORKS COMMITTEE AND CITY COUNCIL
FROM: CRAIG BRITTON
SUBJECT: 2022 WATER SYSTEM ELECTRICAL IMPROVEMENT PROJECT – PAY APPLICATION 4
DATE: JULY 5, 2023
CC: CITY ADMINISTRATOR, JOEL YOUNG AND
SUPERINTENDENT OF CITY SERVICES, BRIAN BURKHOLDER

Action Requested: Consideration of Pay Application #4 in the amount of \$121,125 to Killmer Electric Co, Inc. for work completed on the 2022 Water System Electrical Improvement Project.

Background: Killmer Electric Co, Inc. has submitted pay application number 4 in the amount of \$121,125 for work completed on the generators for Well 2 and the Booster Pump Station. Work completed includes the assembly and placement of the generators. The generators have been set in place and they are waiting for some electrical components to be delivered and installed to get them operational. A summary of the work remaining and retainage is on the first sheet of the pay application. Below is a quick summary of the contract amounts and payments.

1. Contract Amount - \$529,450
2. Pay Application 1 - \$20,502.90
3. Pay Application 2 - \$23,560.00
4. Pay Application 3 - \$82,460.00
- 5. Pay Application 4 - \$121,125.00**
6. Retainage (5%) - \$13,034.10
7. Balance to Finish - \$281,802.10

Please let me know if you have any questions.

Sincerely,

Craig Britton

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: CHATFIELD, CITY OF
444 HAWLEY STREET SE

CHATFIELD, MN 55923

PROJECT: 517322
Chatfield Water Improvements

FROM: Killmer Electric Co, Inc
5141 Lakeland Ave

APPLICATION NO.: 4
PERIOD TO: Jun 30/23
PROJECT NOS.:

CONTRACT DATE: Jul 08/22

Distribution to:
OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

CONTRACT FOR: Crystal, MN55429

CONTRACTOR'S APPLICATION FOR PAYMENT

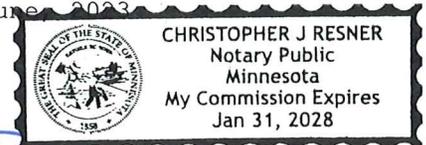
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM.....	\$529,450.00
2. NET CHANGE BY CHANGE ORDERS.....	\$0.00
3. CONTRACT SUM TO DATE (Line 1 +- 2)....	\$529,450.00
4. TOTAL COMPLETED & STORED TO DATE..... (Column G)	\$260,682.00
5. RETAINAGE:	
a. 5.00 % of Completed Work (Columns D + E)	\$13,034.10
b. 5.00 % of Stored Material (Column F)	\$0.00
Total Retainage (Line 5a + 5b or Total in Column I).....	\$13,034.10
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$247,647.90
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$126,522.90
8. CURRENT PAYMENT DUE.....	\$121,125.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$281,802.10

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order	\$0.00	

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 Owner, and that current payment shown herein is now due.

CONTRACTOR: Killmer Electric Co, Inc
By: [Signature] Date: 6/21/2023
State of: Minnesota
County of:
Subscribed and sworn to before
me this 21st day of June, 2023



Notary Public: [Signature]
My commission expires: 1/31/2028

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Document, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 121,125.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount Certified.)

ARCHITECT: [Signature]
By: [Signature] Date: 7/5/23

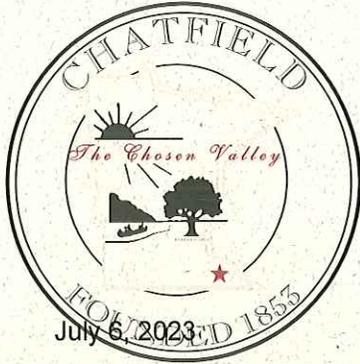
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

APPLICATION NO.: 4
 APPLICATION DATE: Jun 21/23

PERIOD TO: Jun 30/23
 PROJECT NO.: 517322

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)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
CONTRACT									
00010	General Conditions (Bond/Ins/	36350.00	15500.00	0.00	0.00	15500.00	43	20850.00	775.00
00020	Well #2	81500.00	6938.00	0.00	0.00	6938.00	9	74562.00	346.90
00030	Booster Station	24000.00	7144.00	0.00	0.00	7144.00	30	16856.00	357.20
00040	Well #3	38600.00	0.00	0.00	0.00	0.00	0	38600.00	0.00
00050	WWTP PLC Upgrade	112000.00	0.00	0.00	0.00	0.00	0	112000.00	0.00
00060	I&C Engineering/Submittals	24800.00	24800.00	0.00	0.00	24800.00	100	0.00	1240.00
00070	Alt 1 - Generator Well 2	78000.00	0.00	75500.00	0.00	75500.00	97	2500.00	3775.00
00080	Alt 2 - Generator Booster Sta	134200.00	0.00	130800.00	0.00	130800.00	97	3400.00	6540.00
		529450.00	54382.00	206300.00	0.00	260682.00	49	268768.00	13034.10
Total Contract		529450.00	54382.00	206300.00	0.00	260682.00	49	268768.00	13034.10



CITY OF CHATFIELD

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

To: Mayor John P. McBroom
Councilor Paul Novotny
Councilor Mike Urban
Councilor Dave Frank
Councilor Pam Bluhm
Councilor Josh Broadwater
Fellow Residents of the Community

Fr: Joel Young, City Administrator

As I leave my post after more than 32 years of service, I present to you this Final Report of Service:

The task of serving the community in which I and my family live has been both challenging and fulfilling. Except for a brief stint with the City of Portland, Oregon, my entire career in public service has been in Chatfield as its City Clerk and City Administrator. I will be forever grateful to have had the privilege to serve the fine people of this community.

One of the keys to the overall health of the Chatfield community is its collaborative nature. A few examples:

- The City and the School District have collaborated in many ways for decades, all to the benefit of the overall community. The placement of the swimming pool and tennis courts on school property, the use of Mill Creek Park for school activities and the collaborative effort to develop CCTV are just a few of many examples that tell the story of a healthy relationship between these two important organizations.
- Similarly, the City and the area townships have worked together to develop an uncommonly positive relationship, ensuring a solid foundation for the operation of the fire department and ambulance service.
- Virtually anytime a service organization scopes out a vision for an improvement, those volunteers are met with support by whichever local government is involved. A few of the more recent initiatives include the Chatfield ATV Trails, the Lost Creek Hiking Trail, the Chatfield Center for the Arts, the Chatfield Alliance, as well as many other long-standing organizations within the community.

The community's attitude toward continued change, growth and progress is another key to the health of the community. I'm grateful to have been a small part in developing these services that have added structure and resilience to the community:

- The Economic Development Authority (EDA) was created in 1994,
- The Heritage Preservation Commission (HPC) was created in 1997,
- The Chatfield Community Television (CCTV) was created in 2000,
- The Chosen Valley Community Foundation was in 2001, and
- The Chatfield Center for the Arts, Inc. was created in 2010.

This culture of leading, supporting and collaborating with other organizations is a testament to a healthy community.

The City is on solid financial ground:

- The City enjoys a Standard & Poors bond rating of AA Stable, a rating enjoyed by a very small percentage of Minnesota cities.
- The City's debt-per-capita ratio is considered to be Moderate.
- The City's Special Revenue Funds and Enterprise Funds are stable, with predictable sources of revenues and expenditures.
- A capital improvement plan and a formal Capital Financial Plan is in place to properly time future capital improvements with the ability to afford those improvements.
- The Hilltop Estates Development Agreement assures a steady flow of tax abatement revenue into the General Fund and it ensures that a steady allocation of residential lots will be platted and brought to market for many years, virtually ensuring the continued growth of the community.
- The debt on the wastewater treatment plant will be satisfied after a few more years, after which the Sanitary Sewer Fund can begin to reimburse the General Fund for contributions it made in previous years. These reimbursements can contribute non-tax revenue to the General Fund for over twenty years.
- The community enjoys strong economic diversification, benefiting from a strong manufacturing industry, healthcare, agriculture, tourism, education, and the recreation industry.

The City's organizational structure is sound:

- The City's organizational model promotes professional management under the direction of its elected leaders.
- The City's staff is professional and dedicated, with fully credentialed employees and consultants who regularly and consistently strive to enhance their professional abilities and knowledge. Each one of these people is proud of the community and is committed to public service.
- Cybersecurity is a core service and practices are in place to train staff and protect data.
- The City's planning documents, including its Comprehensive Plan and Strategic Plan provide guidance to the City's decision makers.

The City's infrastructure is capable and modern, and I've enjoyed being a part of those projects.

Within the relatively recent past, major improvements have been made to:....The Chatfield Center for the Arts....the Chatfield Public Library.....Main Street.....the swimming pool.....Hilltop Estates water tower and pump station....the wastewater treatment plant.....the Thurber Municipal Building.....the addition of Groen Park, Lone Stone Park and Water Tower Park.....and the many improvements to streets, water & sewer mains and the stormwater system.

In summary, the City is on a strong foundation financially and organizationally, the City's physical infrastructure is modern and well-maintained, and its employees and elected leaders are competent and dedicated. The City of Chatfield is in good standing.

To anyone who might pursue the vocation of public service in any form, I would like to share some of the guidance I have consulted throughout the past 32 years:

- From my experience in the Chatfield Jaycees, I'm reminded that ".....government should be of laws rather than of men (people).....and that service to humanity is the best work of life."
- From my experience as a Chatfield Rotarian, I'm reminded to apply the "Rotary Four-Way Test Of all the Things We Think, Say and Do" which causes us to ask, "Is it the Truth?.....Is it Fair to all Concerned?.....Does it Build Goodwill and Better Friendships?.....Will it be Beneficial to all Concerned?"
- From my experience in Optimist International, I am reminded, "To think of only the Best, To work for only the Best, To expect only the Best.....To give so much time to improving yourself that you have no time to criticize others.....To live with the idea the world is on your side so long as you are true to the best that is in you."
- From the Athenian Oath, the plea that each of us, when our service is complete, "will have transmitted this city not only not less, but greater, better and more beautiful than it was when transmitted to us."
- And from the International City/County Managers' Association (ICMA) Code of Ethics, I am called to:
 - "be dedicated to the concept of effective and democratic local government by responsible elected officials,"
 - "believe that professional management is essential to the achievement of that concept".....
 - "be dedicated to the highest ideals of honor and integrity.".....
 - Pursue "the duty to improve one's professional ability and to develop the competence of associates.".....and
 - remember that "public office is a public trust and that one shall not leverage his or her position for personal gain or benefit."

I'm grateful for the support and confidence of the many people I have worked with and I'm grateful for those friends, colleagues and community members who have provided me with guidance and direction along the way. I've considered every one of you to be a mentor of mine. Above all, I'm grateful to my wife Julie, and to my kids and their families for enduring my passion of public service. Thank you, Julie, Andrew, Alecs, Kari, Kaiden, Sophie & Rob for your love and support.

To the Chatfield City Council, its staff, and to the entire community, thank you for the opportunity to be deeply involved in the community that I love.

Sincerely,



Joel