# CITY OF CHATFIELD COMMON COUNCIL AGENDA April 26, 2021 7:00 P.M

- I. Chatfield City Council April 26, 2021 7:00 p.m. City Council Chambers
  - 1. Consent Agenda:
    - A. Approval of minutes of prior meetings.
    - B. Approve payment of claims.
    - C. Approve use of City Park and the closure of certain streets for Western Days, Aug. 12 15, 2021.
  - 2. S.C.S. Report:
    - A. Approve sale of city plow truck to the City of Wykoff for \$28,000.
    - B. Approve purchase of Crysteel dump body equipment for Parks truck.
    - C. Approve hiring of summer help.
  - 3. Committee Reports:
    - A. Public Services Committee
    - B. Committee of the Whole
  - 4. Mayor's Report:
  - 5. Clerk's Report:
    - A. Approve lifeguard hires.
    - B. Approval of summer band concerts.
  - 6. Roundtable
  - 7. Adjourn.
  - 8. Meeting Notices:
    - A. Public Services Committee (Councilors Bluhm & McBroom) 4:30 p.m.
    - B. Committee of the Whole 5:30 p.m.

# CITY OF CHATFIELD COMMON COUNCIL MEETING MINUTES

# Monday, April 12, 2021

The Common Council of the City of Chatfield met in regular session on Monday, April 12, 2021. Mayor Russ Smith presided and called the regular meeting to order at 7:00 PM

Members Present: Councilor Paul Novotny, Councilor Joshua Broadwater, Councilor Mike Urban,

Mayor Russell Smith, Councilor John McBroom, and Councilor Pam Bluhm.

Members absent: None.

Others Present: Rick Irish, Brian Burkholder, Karen Reisner, Beth Carlson, Carla Gallina, Craig

Britton, and Fred Suhler, Jr.

# Consent Agenda

Councilor Paul Novotny entered a motion, with a second by Councilor Mike Urban, to approve the consent agenda which includes the following:

- 1. March 22, 2021 Council Meeting Minutes
- 2. Approve payment of claims
- 3. Approve raffle permits for ISD 227, Sept. 10, 2021
- 4. Approve use of City Park by the Chatfield Commercial club to conduct City-Wide Garage Sales, May 1, 2021

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

Nays: None Motion carried.

# Center for the Arts

# Approve the use of the bandshell area of City Park for concerts, April 30 and June 18

Chatfield Center for the Arts, Inc. (CCA) would like permission to host two outdoor concerts on Friday April 30 and Friday June 18 in the Chatfield City Park. The purpose of this request is to provide a safe and healthy environment for local and regional audiences to participate in live music events and for the artists to safely perform. Plans are in place for following current state guidelines. A VIP area will be set up with concessions including beer and wine.

Councilor Paul Novotny entered a motion, with a second by Councilor Joshua Broadwater, to approve the use of the bandshell area of City Park for concerts, April 30 and June 18.

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

Nays: None Motion carried.

# Approve extension of CCA liquor license to the concert area on April 30 and June 18

Councilor Mike Urban entered a motion, with a second by Councilor John McBroom, to approve extension of CCA liquor license to the concert area on April 30 and June 18.

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

Nays: None Motion carried.

# "Down to the River" Summer Day Camp

Chatfield Center for the Arts, Inc. (CCA) is finalizing details for the 2021 "Down to the River" summer day camp in partnership with Eagle Bluff Environmental Learning Center. The five-day camp, open to youth entering grades 3 through 5, will focus on crafting objects using natural materials while learning about the environment and the local cultural heritage. The camp will be hosted at Chatfield Center for the Arts and will include short trips to the Chatfield City Parks to explore nature and to gather craft materials. The day camp is scheduled in two sessions, morning and afternoon, from June 21 through June 25.

# Amco Second Addition Final Plat

# Public Hearing

The Development Agreement for Amco Second Addition was approved on August 10th, 2020. In order to move this forward, the platting process needs to be completed. The requirements of the Development Agreement have been met and fees have been established and committed and will be finalized upon approval of the plat. The property is located north and west of the intersection of Vindmoll Drive SE and Amco Drive SE adjacent to Amco Addition. This will plat two blocks and six lots for single family residential lots and a dedicated public right of way for Amco Lane SE.

Mayor Smith opened the public hearing at 7:05 pm. Thrice, he asked for public comments. No comments were made. The public hearing closed at 7:06 pm.

# Approve Final Plat Resolution

Councilor John McBroom entered a motion, with a second by Councilor Paul Novotny, to approve the Amco Second Addition Final Plat.

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

Nays: None Motion carried.

# S.C.S. Report

# Approve resolution for placement of radar speed sign

The speed sign was to be positioned on Hwy 52 North bound were the speed transitions from 45 MPH to 30MPH. However, the ditch is quite deep at that point and would require a pole approximately 12 feet tall. Brain Burkholder, Superintendent of City Services, recommends placing the sign on the next 30 MPH sign instead.

Councilor Mike Urban entered a motion, with a second by Councilor John McBroom, to approve the resolution for placement of radar speed sign with the change to the location of the sign.

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

Nays: None Motion carried.

# Approve request to name Hockey Rink in honor of Justin Friedrich

An anonymous donor would like to honor the late Justin Friedrich by placing a sign on the hockey rink in his honor. Councilor Urban is asking to take it to Park & Rec for a more formal process.

# **Committee Reports**

# Public Works Committee

Councilors Urban and Novotny were in attendance. Topics included:

- equipment package for the new park truck
- a gateway collector upgrade is needed for our water meter reading system. We will need to switch to installed internet connections
- mill overlay proposal for alleys and various patched pavement around town
- Discussion on what to do with the Sterling Plow Truck. Should it be sold to the public or another city? City Attorney Fred Suhler, Jr. was asked if the city can sell the truck to another city? Suhler feels as long as there is some basis to set the value of the item being sold there shouldn't be a problem.

# Personnel-Budget Committee

Councilors Novotny and Urban were present. Topics included:

- Summer help Two people are needed and we have only had one person apply. Looking at more ways to advertise.
- CCTV staffing proposal with multiple people
- Strategic Planning will come back next month

# Mayor's Report

Mayor Smith mentioned the tragic events happening in Minneapolis and Brooklyn Center. It is terrible that a community has to deal with things like this. Be glad we haven't had to deal with something like this in Chatfield. It is a horrible situation, a horrible thing to happen, and it is hard to watch.

# Clerk's Report

# No Report

# Roundtable

Councilor Blume reminded everyone that May 1st is City Wide Garage Sales. Deadline to get your sale listed in the paper is April 16th. It is free to participate and have your sale listed in the paper. City wide clean up will happen starting on May 3rd.

# Adjourn

Councilor Mike Urban entered a motio Ayes: Councilors: Novotny, Broadwater, Nays: None	<b>n, with a second by Councilor John McBroom,</b> to adjourn Urban, McBroom, and Bluhm	1
Motion carried.		
Russ Smith, Mayor	Beth Carlson, Deputy Clerk	



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Nbr Invoice	Account	Dept Descr	Object Descr	Amount	Comments	
Vendor AIRGAS						
	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$138.27	OXYGEN	
Vendor AIRGAS				\$138.27		
Vendor AMAZON CA	DITAL SERVICES I	INC				
10CH-	E 230-42270-210	Ambulance	Operating Supplies (GEN	\$24.90	FACE MASKS	
•	E 100-41500-240	City Clerk	Small Tools and Minor E	•	STAMP	
1FM9-X	E 100-41940-210	, Municipal Building	Operating Supplies (GEN	\$136.26	TRASH BAGS TOWELS PAPER	
1D4Q-X	E 230-42270-152	Ambulance	Clothing	\$133.58	FLAG PATCH PANTS	
Vendor AMAZON CA	PITAL SERVICES, I	INC.	<del>-</del>	\$303.73		
Vendor AT&T MOBII	LITY					
X04032	E 220-42280-321	Fire Department *	Telephone	\$49.93	507.884.4423 FIRE	
X04032	E 230-42270-321	Ambulance	Telephone	\$49.93	507.513.5974 AMBULANCE	
X04032	E 100-42110-320	Police Administrati	Communications (GENER	\$38.23	507.513.5954 POLICE AIR CARD	
X04032	E 100-42110-218	Police Administrati	Confiscation/Forfietures	\$38.23	507.513.5937 POLICE AIR CARD	
X04032	E 230-42270-321	Ambulance	Telephone	\$49.93	507.513.5925 AMBULANCE	
	E 100-42110-321	Police Administrati	Telephone		507.272.5506 POLICE CHIEF	
X04032	E 100-42110-321	Police Administrati	Telephone		507.272.5386 POLICE 873	
	E 100-42110-321	Police Administrati	Telephone		507.272.5382 POLICE 872	
Vendor AT&T MOBII	LITY			\$365.98		
Vendor CHS						
411 - 1	E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	'	LP BOTTLE FILL	
Vendor CHS				\$16.11		
Vendor CLIA LABOR	ATORY PROGRAM					
24D096	E 230-42270-435	Ambulance	Licences, Permits and Fe	\$180.00	CERTIFICATE FEE	
Vendor CLIA LABOR	ATORY PROGRAM		_	\$180.00		
Vendor DARE - CREA	ATIVE PRODUCT SO	OURCI				
138363	E 100-42110-211	Police Administrati	Program Expenses	\$628.87	TEES	
Vendor DARE - CREA	ATIVE PRODUCT SO	OURCI	-	\$628.87		
Vendor DUNLAP & S	SFFGFR. P.A.					
98334	E 100-41100-304	Legislative	Legal Fees	\$237.50	MATTER# 021118-021118	
Vendor DUNLAP & S		<b></b>		\$237.50	022220	
	•			,		
Vendor EXPERT T BI		Amahaalamaa	Licenses Demoits and Co	¢C00.00	TRANCPORTS BILLED	
8464 Vendor EXPERT T B	E 230-42270-435	Ambulance	Licences, Permits and Fe	\$690.00	TRANSPORTS BILLED	
Veliuoi EXPERT I BI	ILLING			φ090.00		
Vendor FILLMORE C						
	E 100-41100-350	Legislative	Print/Binding (GENERAL)		COUNCIL - MM 04/12	
	E 100-45124-350	Swimming Pools -	Print/Binding (GENERAL)		POOL - HELP WANTED	
	E 100-45200-350	Parks (GENERAL) -	Print/Binding (GENERAL)		SUMMER MAINT	
Vendor FILLMORE C	OUNIY JOURNAL			\$45.89		
Vendor FILLMORE C						
	E 100-41910-312	Planning and Zoni	Recording Fees	· · · · · · · · · · · · · · · · · · ·	REPORT L 2 B 3 AMCO ADD	
Vendor FILLMORE C	OUNTY RECORDER	R		\$60.00		
Vendor FIRE SAFETY	Y USA, INC					
146114	E 230-42270-152	Ambulance	Clothing	\$2,455.00	PERFORMANCE FLEECE	
	E 221-42280-580	Fire Department *	Cap. Outlay-Other Equip		VIPER COAT PANT	
Vendor FIRE SAFETY	Y USA, INC			\$6,822.00		



**Vendor THE CHATFIELD NEWS, LLC** 

# **City of Chatfield** Batch Listing - Unposted Summary Current Period: April 2021

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Nbr Invoice Account	Dept Descr	Object Descr	Amount	Comments
Vendor GALLS				
018018 E 100-42110-153	3 Police Administrati	Uniform Allowance	\$17.94	SUSPENSION CLIPS
Vendor GALLS			\$17.94	-
Vendor GRIFFIN CONSTRUCTION				
9362 E 601-49400-210	) Water Utilities (GE	Operating Supplies (GEN	\$118.64	SAND - WATER MAIN BREAKS
Vendor GRIFFIN CONSTRUCTION		- Francis 2 Francis (-	\$118.64	
Vander HAWKING INC				
Vendor HAWKINS, INC. 492100 E 100-45124-210	) Swimming Pools -	Operating Supplies (GEN	\$305.40	DRUM DNR
Vendor HAWKINS, INC.	5 Swimming 1 00is	Operating Supplies (GLN	\$305.40	- DROPI DINK
	•		,	
Vendor HUNTINGTON ELECTRIC LLC 5794 E 221-42280-550		Can Outlay Vahidas/Equ	¢126.42	CLICK CONNICENT TICHT
5794 E 221-42280-550 5806 E 100-45200-404		Cap. Outlay-Vehicles/Equ Repairs/Maint Equipment	·	CLICK CONN SEAL TIGHT SKATE PARK LIGHT
Vendor HUNTINGTON ELECTRIC LLC	, ,	repairs/ rame Equipment	\$357.39	- SIVITE I / IIIX EIGHT
	_		4	
<b>Vendor KLM ENGINEERING, INC.</b> 8230 E 601-49400-403	2 Water Utilities (CE	Prev. Maint. Agreements	42 900 nn	3518-18 TOWER 1
8231 E 601-49400-403		Prev. Maint. Agreements	. ,	3214-18 OLD TERRITORIAL
Vendor KLM ENGINEERING, INC.	yvater offices (GE	rrev. ridina. Agreements	\$5,400.00	
	LAN			
Vendor LMCIT / WORKERS COMP P 17269 E 230-42270-364		Claims Deductible	\$1,000,00	CLAIM 00457680 DEDUCTIBLE
Vendor LMCIT / WORKERS COMP P		Cidinis Deductible	\$1,000.00	- CEATH 00 137 000 DEDUCTIBLE
•			4-/	
Vendor MEDPRO MIDWEST GROUP 000194 E 230-42270-403	3 Ambulance	Prev. Maint. Agreements	¢144.71	OTDLY COT MAINT
Vendor MEDPRO MIDWEST GROUP	5 Ambulance	Frev. Maint. Agreements	\$144.71	QTRLY COT MAINT
			Ψ111.71	
Vendor MUNICIPAL CODE CORPORA		Duint/Dinding (CENEDAL)	\$704 F4	CODE OF ODDINANCES SUDDIEMENT
003564 E 100-41100-350 Vendor MUNICIPAL CODE CORPORA	3	Print/Binding (GENERAL)	\$784.54 \$784.54	CODE OF ORDINANCES SUPPLEMENT
			Ψ/01.51	
Vendor OLMSTED CNTY HEALTH DE		Licenses Demoite and Fe	4200 00	LIC#11107 AQUATIC CENTED CONCEC
4681 E 100-45124-435 Vendor OLMSTED CNTY HEALTH DE	•	Licences, Permits and Fe	\$309.00	LIC#11197 AQUATIC CENTER CONCES
			\$309.00	
Vendor OLSON TREE AND LANDSCA	_	T M:: / FAD	+000.00	TREE REMOVAL & CTUMP CRIMPING
2956 E 100-43100-41: Vendor OLSON TREE AND LANDSCA		Tree Maintenance / EAB	\$980.00	TREE REMOVAL & STUMP GRINDING
Vendor OLSON TREE AND LANDSCA	FING		\$300.00	
Vendor PRAXAIR				
627894 E 100-43100-210	Street Maintenanc	Operating Supplies (GEN	\$46.19 \$46.19	HIGH PRESSURE
Vendor PRAXAIR			\$ <del>4</del> 0.19	
Vendor SE MINNESOTA EMS				
12651 E 230-42270-208	8 Ambulance	Training and Instruction		NCCR REFRESHER 11
Vendor SE MINNESOTA EMS			\$3,025.00	
Vendor STEWARTVILLE AUTO CENT				
21-040 E 100-42110-313		Towing/Wrecker Fees	\$125.00	F360
Vendor STEWARTVILLE AUTO CENT	ER		\$125.00	
Vendor TDF ENTERPRISE, LLC				
261401 E 100-41940-403	1 Municipal Building	Repairs/Maint Buildings		QTRLY CARPET MAINT
Vendor TDF ENTERPRISE, LLC			\$923.75	
Vendor THE CHATETELD NEWS LLC				



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	Nbr	Invo

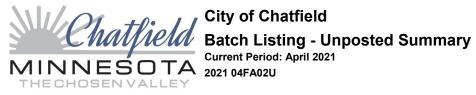
Nbr Invoice	Account	Dept Descr	Object Descr	Amount	Comments
635	E 100-46630-350	Community Dev -	Print/Binding (GENERAL)	\$59.00	BUSINESS HONOR ROLL
Vendor THE CHATE	TELD NEWS, LLC			\$59.00	
Vendor THREADS (	TISTOM ADDADEI				
3816	E 230-42270-152	Ambulance	Clothing	\$285 90	EMT JACKETS
Vendor THREADS (		, unbalance	Clothing	\$285.90	ETT STORETS
V	TNG			,	
Vendor WIT BOYZ 8163	E 220-42280-210	Fire Department *	Operating Supplies (CEN	¢140.00	BATTERIES
8272	E 221-42280-580	Fire Department *	Operating Supplies (GEN Cap. Outlay-Other Equip	·	MDICINE BALL KETTLE BELL
8272 8256	E 220-42280-404	Fire Department *	Repairs/Maint Equipment	·	HDL MOUNT CHARGING SYSTEM
Vendor WIT BOYZ		The Department	repairs/ fame Equipment	\$645.00	TIBE FIGURE CHARGING STOTELL
				40.0.00	
Vendor ZARNOTH I		C. IM.	B : /M::E:	+252.20	CUTTED DDOOMS
Vendor ZARNOTH I	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	· · · · · · · · · · · · · · · · · · ·	GUTTER BROOMS
				\$352.20	
Batch Name 2021 04FA0	2			\$24,368.01	
Vendor ABILITY BU	JILDING CENTER				
9449	E 100-41940-302	Municipal Building	Contracted Help	<u> </u>	CLEANING -
Vendor ABILITY BU	JILDING CENTER			\$525.00	
Vendor AMAZON.C	ОМ				
04/10/2	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$247.31	ACCOUNT 60457 8781 36661 3
04/10/2	E 211-45500-416	Libraries (GENERA	Cleaning Service	\$50.78	ACCOUNT 60457 8781 36661 3
Vendor AMAZON.C	ОМ			\$298.09	
Vendor BAKER & T.	AYLOR BOOKS				
03/31/2	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$1,102.75	ACCOUNT L6248262
Vendor BAKER & T	AYLOR BOOKS			\$1,102.75	
Vendor BLACKSTO	NE PUBLISHING				
	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$39.99	CUSTOMER ID 168011
121715	E 211-45500-593		Cap. Outlay-Non Print M	·	CUSTOMER ID 168011
Vendor BLACKSTO	NE PUBLISHING			\$281.33	
Vendor CENTER PC	INT LARGE PRINT				
	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$24.02	A Double Dose of Love
Vendor CENTER PC			, , , , , , , , , , , , , , , , , , , ,	\$24.02	
Vendor CENTURYL	TNV_TELE				
	E 211-45500-321	Libraries (GENERA	Telephone	\$83.76	2911 LIBRARY ELEVATOR
	E 100-43100-321	Street Maintenanc	Telephone	·	1500 1/5 DID LINES
	2 E 230-42270-321	Ambulance	Telephone	·	1500 1/5 DID LINES
	2 E 100-41500-321	City Clerk	Telephone	·	1500 1/5 DID LINES
04/10/2	E 100-42110-321	Police Administrati	Telephone		1500 1/5 DID LINES
	E 211-45500-321	Libraries (GENERA	Telephone	\$76.00	3480 LIBRARY
04/10/2	E 601-49400-321	Water Utilities (GE	Telephone	\$22.32	1500 1/5 DID LINES
04/10/2	2 E 100-46630-321	Community Dev -	Telephone	\$152.02	3966 TOUR CENTER
	E 230-42270-321	Ambulance	Telephone	\$130.24	612 E10-0825 1/5 NEW CIRCUIT
	E 100-42110-321	Police Administrati	Telephone	\$130.24	612 E10-0825 1/5 NEW CIRCUIT
	E 601-49400-321	Water Utilities (GE	•	·	612 E10-0825 1/5 NEW CIRCUIT
	2 E 100-41500-321	City Clerk	Telephone		612 E10-0825 1/5 NEW CIRCUIT
	2 E 100-43100-321	Street Maintenanc	Telephone		612 E10-0825 1/5 NEW CIRCUIT
Vendor CENTURYL	INK-TELE			\$1,074.62	

**Vendor EO JOHNSON, BUSINESS TECH.** 



# City of Chatfield Batch Listing - Unposted Summary Current Period: April 2021

Check						
	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	INV931	E 230-42270-404	Ambulance	Repairs/Maint Equipment	\$9.13	#56246 NETWORK L9124 MP C4503
	INV931	E 100-42110-404	Police Administrati	Repairs/Maint Equipment		#56246 NETWORK L9124 MP C4503
	INV931		Planning and Zoni	Repairs/Maint Equipment		#56246 NETWORK L9124 MP C4503
	INV931	E 240-46500-404	Economic Dev (GE	Repairs/Maint Equipment		#56246 NETWORK L9124 MP C4503
	INV931		Refuse/Garbage (	Repairs/Maint Equipment		#56246 NETWORK L9124 MP C4503
	INV931		Police Administrati	Repairs/Maint Equipment		#46719-01 POLICE L7545
	INV931		Water Utilities (GE	Repairs/Maint Equipment		#56246 NETWORK L9124 MP C4503
		E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment		#56246 NETWORK L9124 MP C4503
		E 100-41500-404	City Clerk	Repairs/Maint Equipment		#56246 NETWORK L9124 MP C4503
Vendor EO	JOHNSO	N, BUSINESS TECH	•		\$47.13	
	_	•				
Vendor GAL		E 044 45500 500	(051150.4			1.007.007.0070
	740309	E 211-45500-590	•	Cap. Outlay-Books	'	ACCT 23762978
	740641		Libraries (GENERA	• •		ACCT 23762978
		E 211-45500-590	Libraries (GENERA	•		ACCT 23762978
		E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books		ACCT 23762978
Vendor GAL	LE				\$139.06	
Vendor LOF	FLER					
	368852	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment	\$9.41	CANON DXC3725I BASE RATE
	368852	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment	\$17.33	CANON DXC3725I OVERAGE CHARGE
Vendor LOF	FLER				\$26.74	
Vendor MA	CNOLTA	1011DNAI				
Vendor MA		E 211-45500-591	Libraries (GENERA	Cap. Outlay-Magazines	\$20.00	Magnolia journal renewal
Vendor MA			LIBITATICS (GLIVETO)	cap. Odday 1 lagazines	\$20.00	riagnolia journal renewal
VCIIdoi PIA	GITOLIA	JOORIVAL			Ψ20.00	
Vendor MEI	DIACOM					
		E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$145.50	4321 WWTP HSD & STATIC IP
	04/02/2	E 602-49450-321	Sewer (GENERAL)	Telephone		4321 WWTP BUSINESS PHONE
Vendor MEI	DIACOM				\$185.45	
Vendor MIE	ENERGY	COOPERATIVE				
		E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$398.22	333119005 85010070 HSD STLGHTS
		E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA		333119004 85007649 STALB LS
		E 601-49400-380	Water Utilities (GE	Utility Services (GENERA		333119003 85007624 JOHNST WELL
		E 601-49400-380	•	Utility Services (GENERA		333119002 85007612 HSD BS
		E 100-45200-380	,	Utility Services (GENERA		333119001 8500759501 52 SIGN
Vendor MIE	ENERGY	COOPERATIVE	,	, ,	\$1,433.98	·
V	NDI EC EN	IEDOV COOREDATE	·-			
vendor PEC		IERGY COOPERATI		Litility Convices (CENEDA	¢200 60	2154400 10200 HILLSIDE DRIVE
		E 100-43100-380 E 100-43100-380	Street Maintenanc	Utility Services (GENERA		2154400 10208 HILLSIDE DRIVE
			Street Maintenanc Street Maintenanc	Utility Services (GENERA Utility Services (GENERA		7823600 MEYERS AND TERMAR 2436500 CR 2 HWY S
		E 100-43100-380 E 100-45200-380		Utility Services (GENERA	·	2438500 CR 2 HWT S 2438500 MILL CREEK PARK
		E 100-43100-380	Street Maintenanc			2447300 UNION ST NE - XING
		E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	·	3011700 BLUFF ST WELL
		E 100-43100-380	Street Maintenanc	Utility Services (GENERA Utility Services (GENERA		3011800 STREET LIGHTS
		E 100-45100-380	Swimming Pools -	Utility Services (GENERA		3237701 107 UNION ST NE
		E 100-43124-380	Street Maintenanc	Utility Services (GENERA		3260100 301 TH 52 - TRAFFIC SI
		E 100-43100-380	Street Maintenanc		·	3265100 20 2ND ST SE - LIGHTS
		E 100-43100-380 E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA		2367400 TOURIST PARK
			` ,	,		
		E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	·	3211800 250 OLD TERRITORIAL RD
		E 100-41940-380	Municipal Building	Utility Services (GENERA		2407900 1/3 21 2ND ST SE
	U4/U5/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$2 <b>34.</b> 5/	2410100 3/4 FIRE HALL



# City of Chatfield

Check					
Nbr Invoice	Account	Dept Descr	Object Descr	Amount	Comments
04/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$78.22	2410100 1/4 FIRE HALL
04/05/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$45.00	2428000 MILL CREEK PARK
04/05/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$2,654.16	2430200 126 LIBRARY LN WWTP
04/05/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$30.00	2432400 400 3RD ST SW
04/05/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$101.63	2410200 MAIN ST-CITY PARK
04/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$45.00	2182100 SIREN - 10210 HILLSIDE
04/05/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$33.00	2432200 CHATFIELD SIGN
04/05/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$115.91	2410000 318 S MAIN ST-WHISTLE
04/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$136.15	3260000 52 3RD ST SW - STL MTR
04/05/2	E 100-42110-380	Police Administrati	Utility Services (GENERA		2407900 1/3 21 2ND ST SE
04/05/2	E 230-42270-380	Ambulance	Utility Services (GENERA	\$286.00	2407900 1/3 21 2ND ST SE
04/05/2	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$329.03	2402500 CHATFIELD LIBRARY
04/05/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$64.36	242390 MILL CREEK PK - LIFT ST
Vendor PEOPLES EN	ERGY COOPERATI	VE		\$8,342.89	
Vendor QUILL.COM					
-	E 211-45500-200	Libraries (GENERA	Office Supplies (GENERA	\$102.57	
Vendor QUILL.COM				\$102.57	
				•	
Vendor SCHUMACHE		Libraria - (CENEDA	Danaina (Maint Farrimana)	4150.60	LID ELEV MAINE
	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment		LIB ELEV MAINT
Vendor SCHUMACHE	ER ELEVATOR CO			\$158.60	
Vendor TASTE OF HO	OME				
01016	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$38.60	
Vendor TASTE OF HO	OME			\$38.60	
Vendor WERNER EL	ECTRIC SUPPLY CO	<b>)</b> .			
S01047	E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings	\$205.92	LIGHBULBS LIBRARY
Vendor WERNER EL		•	, .,	\$205.92	
Batch Name 2021 04FA02	11			\$14,006.75	
Dater Name 2021 041 A02	O			φ17,000.73	
				\$38,374.76	

[BatchID]=15781 or [BatchID]=15782

# **Joel Young**

From:

Joel Young

Sent:

Thursday, April 22, 2021 11:01 AM

To:

Joel Young

Subject:

FW: Permission

From: Pam Bluhm <pam@chatfieldnews.news>

Sent: Friday, April 9, 2021 12:54 PM

To: Joel Young <JYoung@ci.chatfield.mn.us>

Subject: Permission

2. I would like to request permission to use the Chatfield City Park and the streets on the south and west side of the park, Fourth Street to Twiford Street (corner of the park and the Catholic church) and Twiford Street to Third Street. The dates requested are Aug. 12 - 15, 2020 and would be used for Western Days Activities as we have done in the past.

Thank you! Pam Bluhm

### INTEROFFICE MEMORANDUM

TO:

Public Works Committee

FROM:

Brian Burkholder, SCS

SUBJECT:

Sale of 2005 Sterling Dump Truck/Plow

DATE:

4/21/2021

**Action Requested**: To consider and approve the option to sell the 2005 Sterling plow truck to the City of Wykoff for \$28,000.

**Background:** Council approved the purchase of a new Freightliner plow truck back in November and the truck will be completed around the 2<sup>nd</sup> week in May.

I was approached by the office of the City of Wykoff a couple weeks back on their interest in purchasing our 2005 Sterling plow truck. The City of Wykoff inquired on our asking price, and I stated that we have been offered \$27,000 on trade with Freightliner. Wykoff inquired if \$28,000 would do it in which I stated that I would present their bid to the council after their bid was received. She asked for pictures and a brief explanation of the truck in which I did so. The bid of \$28,000 was presented to the council of Wykoff and was approved unanimously for the purchase.

I was approached by I.R.A.Y Actions to give a quote for our truck for action. After they looked over our truck, they came back with \$12,500- \$16,000. I did also see that the City of Spring Grove had their old plow for sale at around \$20,000 and Municibid Auctions recently sold a 2003 Mack truck with plow, wing, and sander for \$17,000.

There is the option to put the plow truck on the Public Surplus but there is the uncertainty of what we will receive and the lack of time to do so. I do believe any amount over \$27,000 would be a fair number especially going to a neighboring city in need with a small budget.

I propose that we sell our 2005 plow truck to the City of Wykoff for \$28,000 as I feel this is a fair and reasonable price to a neighboring city and it was stated that they are in true need with low funds. Also, there offer is \$1,000 higher than the trade-in offers from Syverson Truck Center for the purchase of our new plow truck.

Note: We purchased the 05 Sterling chassis on April 23, 2004 for \$50,664. The plow equipment was purchase and installed by Universal Truck and Equipment for \$33,717.

Thank you for your time, Brian Burkholder From: <a href="wykoff@arvig.net">wykoff@arvig.net</a> Sent: Wednesday, April 14, 2021 2:09 PM

To: Brian Burkholder < bburkholder@ci.chatfield.mn.us >

Subject: RE: 2005 Sterling/Plow Truck

Brian, Plow

The council voted unanimously to purchase the Fire struck for \$28,000 if the city would be so gracious as to sell it to us! Lease let me know if it was approved by your council.

# Rebecca Schmidt

Clerk / Treasurer City Of Wykoff PO Box 218 Wykoff, MN 55990 507-352-4011 FAX 507-352-2415

From: Brian Burkholder < burkholder@ci.chatfield.mn.us>

Sent: Thursday, April 8, 2021 11:35 AM

To: wykoff@arvig.net

Subject: 2005 Sterling/Plow Truck

Not sure how detailed you need but we purchased the 2005 Sterling from Boyer Trucks in April 2004. It has L7600 Series 250 hp and 84" cab to CA. Allison transmission and 18,000 pd front axle and 23,000 pd rears with 30,400 miles. If there is more info you need on the chassis, I could maybe send you the specs later. The radiator currently has a leak.

The plowing equipment including the dump box, front plow, wing sander, spinner including lights was purchased and installed by Universal Truck and Equipment. Everything is original except we added a stainless steel spinner, new front wing cylinder and tire a couple years ago.

Thank you,

# Brian Burkholder

Superintendent of City Services
City of Chatfield
21 SE Second Street
Chatfield, MN 55923
bburkholder@ci.chatfield.mn.us

Office 507-867-1511 Cell 507-273-9597

# **Brian Burkholder**

From:

wykoff@arvig.net

Sent:

Thursday, April 15, 2021 10:03 AM

To:

Brian Burkholder

Subject:

RE: 2005 Sterling/Plow Truck

# Brian,

Yes, this is what the council approved and can submit a check if one is needed. If they decide on another price, please let me know and I can submit the new price for approval.

# Rebecca Schmidt

Clerk / Treasurer City Of Wykoff PO Box 218 Wykoff, MN 55990 507-352-4011 FAX 507-352-2415

From: Brian Burkholder <bburkholder@ci.chatfield.mn.us>

Sent: Wednesday, April 14, 2021 12:24 PM

To: wykoff@arvig.net

Cc: Joel Young <JYoung@ci.chatfield.mn.us>
Subject: RE: 2005 Sterling/Plow Truck

Hi Rebecca,

I did bring our discussion forward on the selling of the 2005 Sterling Plow Truck to the Public Works Committee this past Monday night. Options on selling the truck were discussed. Public Surplus. Trade-in, and out-right to a municipality. A recommendation was not given either way but were open to this option. I stated that the City of Wykoff, if approved, maybe submitting a bid for the purchase.

If this is your approved bid of \$28,000, I will get this on the committee and council agendas as soon as I am able for there consideration and approval. As I found out yesterday, our new plow truck will be ready for pickup around the first or second week in May.

Sincerely,

# Brian Burkholder

Superintendent of City Services

**City of Chatfield** 

21 SE Second Street Chatfield, MN 55923

bburkholder@ci.chatfield.mn.us

Office 507-867-1511 Cell 507-273-9597

## INTEROFFICE MEMORANDUM

TO:

Council

FROM:

Brian Burkholder, SCS

SUBJECT:

Park Truck/Dump body, Tommy-Dump Gate. Backpack Storage, Plow

DATE:

4/5/2021

**Action Requested**: To consider and approve the purchase of a dump body, tommy-dump gate, backpack, and plow for the Parks truck.

**Background:** I received 3 quotes for the added dump body, tommy-dump gate, backpack options and 4 quotes on plow for the Parks truck.

I used the spec from Universal Truck, so they are all comparable in specs and later added the slide shelving option for the backpack toolbox. There is also an option with Crysteel to add a shovel box for \$950.

With Crysteel being \$1,900 cheaper included the (2) heavier duty shelf slides, I am recommending Crysteel Truck Equipment for the install of the dump box, hitch, and Backpack Storage options.

Currently, I am undecided on the plow option for this truck and will bring forward at a later time.

Universal Truck- Dump Body & accessories- \$28,322

(2) slide shelves

\$1,300

Total

\$29,622

Truck Utilities- Dump Body & accessories-\$26,959

(2) slide shelves

\$1,300

Total \$28,259

Crysteel Truck Equip. - Dump Body & accessories- \$23,102

(2) slide shelves (heavier)

\$3,244

\*option Shovel box

\$950

Total \$27,296

Total \$26,346

Thank you for your time, Brian Burkholder



1130 73rd Avenue NE

Fridley, MN 55432

(763) 571-1902

1-800-795-1902 Fax # (763) 571-5091 Highway 60 East

Lake Crystal, MN 56055

(507) 726-6041

1-800-722-0588

Fax # (507) 726-2984

# www.crysteeltruck.com

AN EQUAL OPPORTUNITY EMPLOYER

Date:

3/23/2021

Reference:

REV3

Company:

City of Chatfield

Address:

21 2<sup>nd</sup> St

Contact:

Brian Burkholder

Phone#

O-507-867-1511 C-507-273-9597

City:

Chatfield

Email:

bburkholder@ci.chatfield.mn.us

State:

MN 55923

# Equipment quoted for a 2021 Ford F-550 Chassis with 84" CA.

REFERENCE: COOPERATIVE PURCHASE OF EQUIPMENT FROM STATE OF MINNESOTA

CONTRACT NO: 184022 RELEASE NO: T-765(5)

CONTRACT PERIOD: NOVEMBER 1, 2020, THROUGH, OCTOBER 31, 2021

EXTENSION OPTION: Up to 48 months

1-UNIT

STATE COOPERATIVE PRICING

# 5.0 Dump Body

Crysteel E-Series Stainless Steel

\$9,236.00

Ford Application 40" front,-60" CA 84" CA with use of BackPack

201 Stainless Steel Construction 9' long x 96" wide OD x 87" wide ID

Side height: 14"
Tailgate height: 20"

Quick drop tailgate, Fold down sides Fold Down Side Stops, Boxed Top Rails Dirt shedding top rail and corner post

1/4 cab shield w/ tapered window, 7 gauge Floor 12 gauge 201 SS Sides, 10 gauge SS Front & Rear

Stainless steel finish-no paint included Underside of Box undercoated black

NCI \*\*Upgrade

Crysteel hoist LB500

\*\*Upgrade to an LB510 ILO LB500 ADD

\$1,668.00 \$35.00

Crysteel Electric / Hydraulic Double acting Power Unit w/ In Cab Controls and Solenoid Valve Cover

\$515.00

Installation of dump body

\$805.00 \$531.00

Installation of hoist For 3/16" AR450 floor ILO 7GA A1011 Floor For delete tailgate & tailgate hardware

\$735.00 \$(1,148.00) \$338.00

For 605-STL211RCB LED STT Installed
For 6" Oval Light Boxes fitted for Stainless Steel E-Series

\$294.00

Bulkhead PN 605-00002

1 | Page

	Total Price of All Equipment Listed Above	<u>\$ 26,346.00</u>
Company Circumstan		4.00.040.00
NCI	Install of Custom Bedslides	\$574.00
NCI	(2) Custom Bedslides (\$1335.00 each)	\$2,670.00
5.306	Installation of 3-Light Kit	\$190.00
5.306	Bolt-on LED 3-Light Kit	\$180.00
	G2 Series Dump Body Options:	\$385.00
Options:		
5.143	Installation of Liftgate	\$900.00
5.143	G2-92-1650 LD33	\$3,080.00
power to the transfer of the t	Tommy Gate G2 Series (Dump Body)	40.000.00
Liftgate:		
	ERATIVE PRICING	
1-UNIT	PPTION: Up to 48 months	
	ERIOD: MAY 1, 2020, THROUGH APRIL 30, 2021	
RELEASE NO	T-763(5)	
CONTRACT N		
DEEEDENICE.	COOPERATIVE PURCHASE OF EQUIPMENT FROM STATE OF MINNESOTA	
	For Poly Fenders 19.5 985-1901	\$573.00
	**Mounted on rear of cabshield facing rear	Anna 20
	installed	
	For 1 Buyers 1492115 4.6" round LED flood light	\$206.00
	For 1 Set Buyers Surface Mt Strobes  **Mounted in Grill of Truck	\$298.00
	in dash switch (8891060)	8000.00
	Buyers Mini Light Bar installed on cab shield, wired to	\$332.00
	Relocate Factory Provided Camera Eye	\$250.00
NCI	F350,F450,F550 & Chevy 3500 (410-00014)  ** Gas Shock Door Retainers for backpack	\$199.00
	TL Woods Aluminum BackPac one ton Ford-	\$2,453.00
econtributor.	Installation of Storage box	\$225.00
8.0 Storage	Boxes and Options	
	For weld on receiver style hitch (450-1804055)	\$112.00
	Electronic back up alarm 560-STA20502-G	\$89.00
	Installation of custom hitch	\$266.00
	7 Way Plug	
	Safety "D" Rings Round Tube Bumper	
	All Gussets	
	Custom Pull Plate 5/8" complete including: 5/8" steel plate	\$545.00
6.0 <u>Hitches</u>	Custom Dull Dieta 5/01 complete including	\$545.00
	<b>/</b>	

\*\*\*PRICES DO NOT INCLUDE ANY APPLICABLE TAXES OR FEES\*\*\*

**Delivery Starting Point** 

Price Per loaded mile delivery charge

Lake Crystal, MN \$1.75

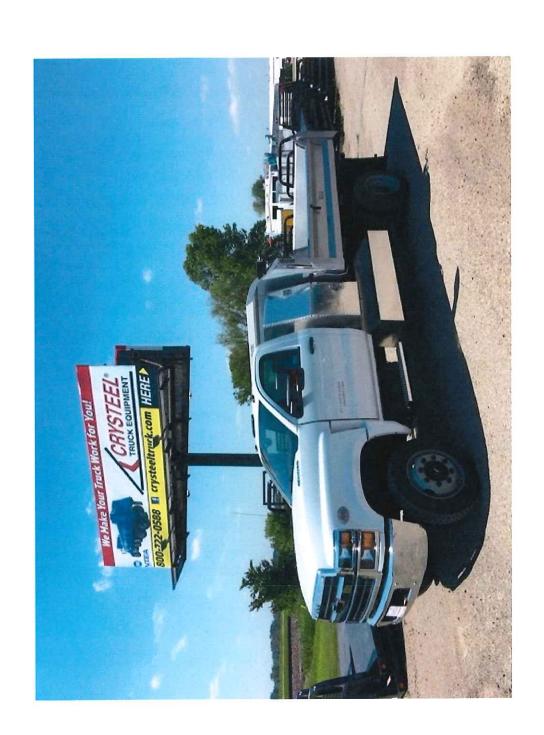
<sup>\*</sup>A WRITTEN PURCHASE ORDER MUST BE RETURNED SPECIFYING PURCHASE OF THIS EQUIPMENT OFF THE STATE OF MINNESOTA COOPERATIVE PURCHASE CONTRACT

\*ALL LABOR COSTS ARE BASED ON INSTALLING EQUIPMENT ON A TRUCK CHASSIS WITH ALL TRUCK ITEMS OUT OF THE WAY FOR EQUIPMENT INSTALLATION. IF CRYSTEEL HAS TO MOVE FUEL TANKS, AIR TANKS, AIR DRYER, ETC. THERE WILL BE TIME AND MATERIAL CHARGES ADDED TO BID.

Vendor Name:	Crysteel Truck Equipment-Lake Crystal
Contact Person:	Daron Fromm & Josh Miller
Street Address:	52248 Ember Rd
City, State, Zip:	Lake Crystal, MN 56055
Phone #:	(507) 726-6041
Toll Free #:	(800) 722-0588
Fax #:	(507) 726-2984
Email Address:	dfromm@crysteeltruck.com & jmiller@crysteeltruck.com

	Below Options are NOT included in above package pricing					
	Boss V-XT Plows					
3.39	9'2" V-XT Steel Vee Plow	\$6,135.00				
3.39	Installation of plow	\$700.00				
3.83	Light Adapter	\$125.00				
3.105	Snow Deflector (7'6"-9'2" V-Plows, 7'6"-9' Super Duty, 9'HD)	\$244.00				
3.105	Installation of Snow Deflector	\$68.00				
	Total Plow Option Price	\$7,272.00				





### INTEROFFICE MEMORANDUM

**TO:** Council

**FROM:** Brian Burkholder, SCS

**SUBJECT:** Hire/Summer help positions

**DATE:** 4/21/2021

**Action Requested**: Looking for your consideration and approval for the hiring of Kevin Koch for as a summer help employment position. May through September.

**Background:** An ad was placed in the both the Chatfield News and the Journal for 2 weeks and one application was received. The application deadline was on Wednesday, April 7<sup>th</sup>, and I interviewed the one applicant.

I would like to recommend the hiring of Kevin Koch for one of the two summer helps positions available. Kevin worked in a summer help position last year.

Thank you for your time, Brian Burkholder

# Joel Young

From:

Carmen Narveson < carmennarveson@gmail.com>

Sent:

Wednesday, April 21, 2021 3:27 PM

To:

Joel Young

Subject:

**Summer Concert Series** 

Hi Joel- The Brass Band has started to rehearse in small groups. We are working towards an 8 week summer concert series with three guest groups and the band for five concerts. We have mapped out rehearsals and a scaled down music list since we will only have four or five full band rehearsals. Our theme will be Sweet and Condensed. We have a plan for the band to play safely in the band shell. With some written and verbal guidance, I think the audience can figure out a way to safely distance from each other in the park. Maybe we'll have to spread out the benches a bit more and leave more distance from the band. If it rains, we will cancel instead of finding an inside performance space. The Chatfield Alliance has indicated that it might find some ways to partner with other groups to make Thursday evenings more of an "event".

I would really like to have the approval of the council if you think we need it and also would appreciate any feedback. We are getting close to doing some publicity, but I would like your ok first!

Carmen Narveson