WABASHA CITY COUNCIL

WABASHA CITY HALL

Tuesday, June 6, 2023

Council Meeting 6:00 PM

All matters listed under "Consent Agenda" are considered to be routine by the City Council and will be entered by one motion. Unless requested by a Council Member or citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and will be considered separately. This meeting will be held in person at Wabasha City Hall, a virtual option is also available, to join click here https://us02web.zoom.us/j/82339495094. To watch the meeting live on your computer or Smart Phone, click here to watch the meeting on YouTube (or search City of Wabasha YouTube Channel).
Council member Dean Meurer will join the meeting by Zoom from : 218 Main St w, Wabasha, MN 55981

1. **Pledge of Allegiance**
2. **Guest Speaker - Representative Pam Altendorf** **District: 20A, Rep. Altendorf will provide a legislative update.**
3. **Public Comments**
4. **Changes or Additions to Agenda**
5. **Mayor's Presentation - Mayor Emily Durand**
6. **Committee Reports and Wabasha Good News**
    1. Administrator's Report
8. **Consent Agenda**
    1. Approve re-roof for Ambulance Building and accept donated labor
    2. Approval for replacing station Air Conditioning Unit $3,504.10
    3. Amended City of Wabasha/Wabasha Chamber Transfer Building Commercial Lease Agreement
    4. Approval of May 2, 2023 Regular Minutes
    5. June Warrants
    6. Gambling Applications
    7. Liquor License Applicaiton
    8. Annual Liquor License Renewals
    9. Fire Department Uniform Purchase
    10. Resolution Authorizing Execution of Agreement
9. **Public Hearing**
    1. Public Hearing and Approval of Ambulance Commission Changes
10. **General Business**
    1. Approve Athletic Park Easements
    2. Update on 2023 Street Project
    3. Approval for making repairs to existing ambulance, up to $25,000.
    4. Resolution 18-2023 Recognizing June 19 as Juneteenth Day
    5. Approval of Wabasha Housing Study and Strategies
    6. Approval to apply for 2024 Capital Budget & State Bonding for Hwy 60 Re-Route and Downtown Revitalization
    7. Schedule Special Meeting for USDA Grant Application Public Hearing
11. **Donations**
    1. June Donations
13. **Information - financials emailed to Council.**

14. **Announcements**

1. Reschedule July 4th City Council meeting
   Special meeting June 13th approval of Street Bids and Borrowing
   Special Meeting July 14th approval of borrowing

15. **Adjournment**

City Council Regular **1.**

Meeting Date: 06/06/2023

ITEM TITLE: Administrator's Report

DEPARTMENT: Administration

PURPOSE:

Administrator's Report - Caroline Gregerson

ITEM SUMMARY:

Administrator's Report

Happy 1-year anniversary to Riley Costello ! Riley is our Assistant Public Works Director and has made a huge contribution to the Department and to the City since he has begun. Known as a whiz in Microsoft, he has helped the Department streamline and track better their work. These skills were also important as we had to track hours on flood work for FEMA. When asked what he enjoys about the job, he said“ My whole career path I feel has led me to the position I hold. I have a background in project management, truck and equipment management, electrical, plumbing, and carpentry. I’m not sure if there is another position out there where I can use all my skills in one place. I also get to work for the town that I call home and I am very proud of that,” Costello said.

FEMA reports submitted. We anticipate over a year to get reimbursed.

I am going to be re-submitting our Capital Bonding Request to the Governor's Office.

Touch a Truck Event, EMS and Public Works press releases highlighted the department and published widely on Facebook and in newspapers.

A group of city employees looking at how we can promote wellness and mental health for our employees (Council Strategic Plan Goal).

We anticipate approval of the 217d agreement shortly.

Attachments

Riley Costello


544K
DEERE
RDO

City Council Regular **8. 1.**

Meeting Date: 06/06/2023

ITEM TITLE: Approve re-roof for Ambulance Building and accept donated labor

DEPARTMENT: Public Works

PURPOSE:

ITEM SUMMARY:

All Craft Exteriors has submitted a bid to replace the roof at the Wabasha Ambulance Building. All labor, disposal, permitting will be donated by All Craft Exteriors.

ACTION REQUIRED:

Review cost estimate and accept the bid.

Attachments

Labor Estimate

Price List-Ambulance

All Craft Exteriors
7509 11th Avenue NW
Rochester, MN 55901
Phone: 507-424-3323
Fax: 507-721-2046

Company Representative
Mike Scheel
Phone: (507) 696-7455
mike@allcraftexteriors.com

Labor Estimate

05/08/2023

City of Wabasha Ambulance Building
129 Hiawatha Drive West
Wabasha, MN 55981
(651) 565-4568

Job: City of Wabasha Ambulance Building

Roofing: Asphalt Section

Install comes complete with tear off, deck inspection, 6' of ice and water shield and synthetic underlayment on the balance of the roof. Starter Shingles get installed on all eaves and gables, new metal edging, sewer boots and exhaust vents are installed to code. The current box vents will be removed and framed in with the provided OSB. A new ridge vent will be cut in prior to the ridge vent system being installed. Dumpster and permits are provided by All Craft. All Gutters will be removed on tossed. This will allow the existing roof edge to be removed and the new to be properly installed. Once the roof is completed new Gutters will be installed by our Gutter Crew. The job will be done on a Friday and the parking lot will need to be cleared. All Craft Employees will be on site to ensure a constant clean driveway in case of emergency.

All clean up will be done using magnets, rakes and/or tarps. All waste removal is included.

	Qty	Unit	Per Unit Charge	Price
Labor, Disposal, & Permit will all be Donated by All Craft Exteriors	0	EA		$0.00
We would like the parking lot available to All Craft so we can tape off safety areas and also use it for promotional and customer appreciation stands.				

$0.00

TOTAL $0.00

TERMS: Estimate good for 30 days. Down payment due before work begins, balance due on completion. Accounts not paid within 30 days are subject to a 1.5% monthly finance charge. All above prices include a 3% discount for paying with check or cash. The discount may be removed if the preferred payment is by credit card.

CLEAN-UP AND PROTECTION: We provide complete clean-up and protection of the job site, including using tarps and drop clothes for protection then raking, sweeping and disposal. If you should be unsatisfied with the clean-up, please contact us asap after completion and we will return to address your concern. Snow and leaves can hide a lot of debris, if your job is completed in the fall and debris is not noticed until the spring please contact us at that time and we will still come back to take care of it.

WARRANTY: Lifetime warranty on labor shall be free from defective workmanship. Please see our LIFETIME LABOR WARRANTY for complete details.

PRELIEN NOTICE: (a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. (b) Under Minnesota law, you have the right to pay persons who supplies labor or materials, for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

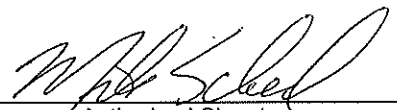
CANCELLATION NOTICE: If you do not want the goods or services described above, you may cancel your purchase by mailing or delivering a signed and dated copy of this cancellation notice or any other written notice or send a telegram to All Craft Exteriors LLC at 7509 11th Avenue NW, Rochester MN 55901 no later than three (3) business days following the date of customer signature. If you cancel, any payments made by you under the contract, any property traded in, and any instrument executed by you will be returned within ten (10) business days following receipt by All Craft Exteriors LLC of your cancellation notice, and any security interest arising out of the transaction will be cancelled. If you cancel, you must make available to All Craft Exteriors LLC at your residence, in substantially as good condition as when received, any goods delivered to you under this contract; or you may, if you wish, comply with the written instruction of the seller regarding the return shipment of the goods at the seller's expense and risk. If All Craft Exteriors LLC does not pick up the goods within 20 days of the date of your notice of cancellation, you may retain or dispose of them without any further obligation.

By signing below, I HEREBY CANCEL THIS TRANSACTION.

_____ date: _____ _____

date:_____

PURSUANT to MN statute 325E.66, subdivision 1: A residential contractor providing home repair or improvement services to be paid by an insured from the proceeds of a property or casualty insurance policy shall not, as an inducement to the sale or provision of goods or services to an insured, advertisse or promise to pay, directly or indirectly, all or part of any applicable insurance deductible or offer to compensate an insured for providing any service to the insured.



Company Authorized Signature

6/6/2023

Date

_____ _____

Customer Signature Date

_____ _____

Customer Signature Date

Interstate Building Supply

1516 Hiawatha Drive E.
Wabasha, MN 55981
651-565-4528

Cust No: 7777
Cust PO:

ESTIMATE NO. 23035 5/16/2023 12:07PM

SOLD TO:
WABASHA AMBULANCE

SHIP TO:
ROOFING

WABASHA MN 55981-0000

Phone: (000)000-0000 Fax: (000)000-0000

Product No.	Description	Quantity	Unit Price	Amount	
1248B	OSB 4X8-15/32" PATCH VENTS	2.00	13.65	27.30	T
ODEW	ROLLEX ROOF EDGE SNOWMIST ODE	28.00	9.95	278.60	T
53379	FELT ICE & WATER ALCO 65' LONG 1.95	5.00	70.00	350.00	T
APW20BZ	FORMED VALLEY WEATHERWOOD 20"X10'	4.00	46.00	184.00	T
APDDW	DORMER FLASHING WEATHERWOOD 3X5-10'	3.00	19.99	59.97	T
RP20	FELT SYNTHETIC TYVEK ROOF PROTCT 10	3.00	69.99	209.97	T
53385	C/T SWIFT STARTER 116'	2.00	54.00	108.00	T
52432	C/T RIDGE ACC. WEATHERED WOOD 30LFT	4.00	64.50	258.00	T
51712	LANDMARK AR WEATHERED WOOD (3)	102.00	42.50	4,335.00	T
36834	RIDGE VENT OMNI ROLL LOR-30'	3.00	89.99	269.97	T
6392724	ROOF FLASHING PLASTIC 3"	1.00	5.99	5.99	T
6392922	ROOF FLASHING PLASTIC 4"	1.00	7.59	7.59	T
6909246	TIN SHINGLES 5X7 FLAT GALV	55.00	0.89	48.95	T
6046486	COIL ROOFING NAILS 1-1/4 CTN (60)	2.00	44.99	89.98	T
6720148	DUOFAST 5/16" 5M	2.00	9.99	19.98	T

Subtotal	6,253.30
MN 7.375 % Sales Tax	461.18
Total Estimate	6,714.48

Prepared by: JIM

THIS AN ESTIMATE ONLY. PLEASE EXAMINE CAREFULLY, AS WE AGREE TO FURNISH ONLY THE ARTICLES AND QUANTITIES NAMED AND DESCRIBED HEREON. ALL SALES ARE SUBJECT TO TERMS AND CONDITIONS AS SPECIFIED AT THE TIME OF SALE. ERRORS AND/OR OMISSIONS SUBJECT TO CORRECTION. ESTIMATE IS GOOD FOR 7 DAYS. LUMBER AND PLYWOOD DIMENSIONS STATED ARE INDUSTRY STANDARD TERMINOLOGY, SEE SALSESMAN FOR SPECIFICS. DELIVERY FEES MAY APPLY.

Notes:

REC'D BY: _____

THANK YOU!

City Council Regular **8. 2.**

Meeting Date: 06/06/2023

ITEM TITLE: Approval for replacing station Air Conditioning Unit $3,504.10

DEPARTMENT: Ambulance

PURPOSE:

Approval to replace station Air Conditioning Unit for $3,504.10.

ITEM SUMMARY:

The AC unit is estimated to be the original unit. It was added in the 90's a few years after the building was built per Denny. It has been recharged each of the last 3 years as there is a leak in our system. The Freon in our current unit is outdated and the government is trying to ban it. It is $150 per pound and has needed 7 pounds over the last 2 years. It is recommended that the unit get replaced. The efficiencies of the new unit will be a cost savings plus the unit won't be running all the time due to the unit being new this will also save on the electrical bills. With no plan set in place for what we are going to do with our current building situation I would recommend replacing the AC unit with the quote from Harterts Store for $3,504.10. They will not charge us for the service call and repair of the most recent fix if we decide to replace our current unit and buy it from them. It may be possible to reuse the unit in the future should we build a new building, renovate the current building, or possibly resell it.

STAFF RECOMMENDATION:

Approval to replace station Air Conditioning Unit. Source: Capital Improvement Fund

ACTION REQUIRED:

Approval to replace station Air Conditioning Unit. Source of Funds: Capital Improvement Budget

Attachments

AC Quote

Harterts Store Inc
PO Box 88
315 East Belvidere Avenue
Kellogg MN 55945

Estimate

Date
5/22/2023

Name / Address
Wabasha Ambulance 129 Hiawatha Dr E Wabasha MN 55981

P.O. No.	Project

Qty	Description	Total
	LENNOX 13ACXS-024-230 2 TON 13 SEER A/C UNIT R-410A FREON.	1,774.00T
	CX 35-24B-6F COIL	637.50T
	LINE SET AND PAD	200.00T
1	LABOR TO INSTALL	700.00
	AT THIS DATE THERE IS A $150.00 REBATE FROM XCEL ENERGY FOR 13 SEER.	
	ELECTRICAL TO THE A/C WILL BE TEMPORARY WIRED. YOU WILL HAVE TO CONTACT A LICENSED ELECTRICIAN FOR ELECTRICAL WIRING.	
	TO TAKE FULL ADVANTAGE OF MANUFACTURERS WARRANTY MAKE SURE TO REGISTER YOUR PRODUCT WITHIN 30 DAYS AT: https://www.lennoxregistration.com/html/LNXWelcome.htm	

Payment Terms: By signing this estimate, the above description of work has been accepted. A down payment of half of the Total secures the estimate and materials for the above-mentioned project. Balance including any extra labor and materials is due upon completion of work.

Subtotal	$3,311.50
Sales Tax (7.375%)	$192.60
Total	$3,504.10

Phone #
507-767-4923

Estimate Good for 30 Days

Signature _____

City Council Regular **8. 3.**

Meeting Date: 06/06/2023

ITEM TITLE: Amended City of Wabasha/Wabasha Chamber Transfer Building Commercial Lease Agreement

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The City of Wabasha/Chamber Transfer Building Commercial Lease Agreement has been amended to allow for the Chamber to rent the building as an event space or use it for Chamber activities. If approved, the amended lease agreement will take effect on August 1, 2023.

ACTION REQUIRED:

Approve the amended City of Wabasha/Wabasha Chamber transfer building commercial lease agreement.

Attachments

Amended City of Wabasha Wabasha Chamber Transfer Building Commercial Lease Agreement

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MINNESOTA COMMERCIAL LEASE AGREEMENT AMENDMENT

128 2nd Street West, Wabasha MN

THIS COMMERCIAL LEASE AGREEMENT hereinafter known as the "**Lease**" is entered into this 1st day of January, 2023, ("**Effective Date**") amended on August 1, 2023 by and between The City of Wabasha, hereinafter referred to as the "**Lessor,**"

And

Wabasha-Kellogg Chamber of Commerce, hereinafter referred to as the **"Lessee,"** collectively referred to herein as "the Parties."

WHEREAS the Lessor desires to lease the Premises defined herein to the Lessee under the terms and conditions as set forth herein; and

WHEREAS the Lessee desires to lease the Premises defined herein from the Lessor under the terms and conditions set forth herein.

NOW THEREFORE, for and in consideration of the covenants and obligations set forth herein and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

1. **THE PREMISES**. In accordance with the terms and conditions of this Lease, the Lessor hereby agrees to lease to the Lessee the property described below together with all the improvements thereto:

Address: 128 2nd Street West
Wabasha, MN 55981

Hereinafter known as the "**Premises**".

The Lessee hereby leases and takes from the Lessor the Premises and confirms that the Premises referred to above are designated by The Lessor.

2. **PERMITTED USE**. Lessee agrees to continuously and at all times use and occupy the Premises during the Lease Term solely for the Permitted Use(s) as specified below ("**Permitted Use")**:

~~Grandpa's Barn Boutique, storage of goods, sub-leasing to Bluffside Antique.~~

Event space, storage of goods, Chamber activities

No other use is permitted without prior written approval of Lessor, which approval Lessor may grant or withhold. The lessee may sublet the premises to other subletters with written approval by the City Administrator.

3. **LEASE TERM**. The term of this Lease shall commence on 1st day of January, 2023 and shall subsist for a period of 2 years, and expire on the last day of the Lease term, the 31st day of December, 2025. ("**Lease Term**")

4. **RENEWAL**.

The Lessor shall have no obligation to renew the Lease or extend the Lease Term. The Lessee shall have no further right to extend the Lease Term upon its expiration.

5. **RENT**. The Lessee shall pay the net amount of $2000 annually for the duration of the Lease (herein after referred to as **"Rent"**). The rent shall be payable annually by March 1st ("Due Date"), every year for the duration of the lease.

6. **EXPENSES**. The Parties agree that the responsibility for the expenses in relation to this Lease shall be borne as follows:

a. **Utilities.**
The Utilities including water charges, gas and electric, shall be borne and paid by the Lessee.

b. **Maintenance.**
The Maintenance of the Premises including the following shall be borne and paid by the Lessor.

Parking maintenance
Snow removal
HVAC Maintenance
Building Maintenance

c. **Insurance.**
X Casualty Insurance. X The Lessor ☐ The Lessee ☐ The Parties (jointly) shall be responsible for obtaining and maintaining casualty insurance for the Premises for losses against fire.
X Comprehensive General Liability Insurance. The Lessee shall procure and maintain a valid Comprehensive General Liability Insurance indemnifying the Lessor with minimum coverage of $50,000 for personal injury and $50,000 for damage to property.

d. **Taxes.**

The Lessee shall bear all Taxes and fees that are payable under Laws in connection with other payments made by the Lessee, the Lessee's interests

under this Lease, the Lessee's improvements and property at the Premises, and the Lessee's activities at the Premises.

7. **COMMON AREAS**. The Lessor shall at all times have exclusive management and control of the Common Areas for any purpose or in any manner that it deems necessary or appropriate. The Lessor reserves the right to remove, relocate or otherwise change or carry out any alteration or addition or other works to the Common Areas. The Lessor shall not be liable to Lessee for any damage incidental to the exercise of its rights under this section, provided that such damage is not accompanied by any fault, negligence or bad faith on the part of the Lessor or his agents. The Lessee shall abide by the Lessor's rules and management of the Common Areas.

"**Common Areas**" refers to those portions of the structure in which the Premises and located and areas surrounding the Premises including the driveways, entrances and exits, pedestrian passageways, walkways, loading docks, landscaped and streetscaped areas, any on-site parking areas, facilities (such as escalators, and lifts), installations (such as doors, windows, electrical installations and wiring), water and drainage pipes, gas pipes, fire systems, security and air-conditioning facilities, and all other areas or improvements which may be provided by Lessor from time to time for the general use of tenants of the structure in which the Premises and located and areas surrounding the Premises and their respective employees, guests, patrons, suppliers, licensees and other invitees.

8. **SECURITY DEPOSIT**. $0

9. **ALTERATIONS AND IMPROVEMENTS.** No alterations to or improvements on the Premises shall be made by the Lessee without prior express consent of the Lessor to the same in writing. The Lessor agrees to not unreasonably withhold consent to reasonably necessary alterations or improvements. The Lessee shall ensure compliance with any and all applicable laws, rules, ordinances and codes when undertaking any alteration or improvement to the Premises.

A. **Unauthorized Alterations or Improvements.** In the event that the Lessee shall undertake alterations or improvements relating to the Premises in violation of this section the same shall be considered a material breach of this Lease and shall put the Lessee in default. The Lessor may, upon the Lessor's discretion, require the Lessee to undo the alterations or improvements and restore the Premises to its condition prior to any unauthorized alteration or improvement at the sole expense of the Lessee.
B. **Ownership of Alterations and Improvements.** In all cases of alterations, improvements, changes, accessories and the like that cannot be removed from the Premises without destroying or otherwise deteriorating the Premises or any

surface thereof shall, upon creation, become the Lessor's property without need for any further transfer, delivery, or assignment thereof.

10. **COMPLIANCE WITH LAW**. The Lessee undertakes to comply with and abide by, at its sole expense, any and all Federal or Minnesota state laws, municipal or county ordinances, rules, regulations, codes and all other issuances from authorized government authorities respecting the Premises and the Lessee's occupation and use thereof, including but not limited to obtaining all pertinent licenses and permits and maintaining copies thereof in the Premises.

11. **OBLIGATIONS OF THE LESSEE**:

A. The Lessee shall keep the premises in a clean, sanitary, neat and presentable condition.
B. The Lessee shall be responsible for the repairs, outside of ordinary wear and tear, of any part of the Premises that do not affect the structural parts of the building or structure in which it is located or those that are generally considered as minor repair ("**Minor Repairs**") including but not limited to replacing light bulbs, cleaning or repairs of windows, doors, toilets, and similar appurtenances.
C. The Lessee shall, at its sole expense restore, repair and/or rectify any damage, outside of ordinary wear and tear, to the Premises caused by the Lessee or others that the lessee permits into the Premises that are not covered or compensable by any insurance.

12. **ASSIGNMENT.** The Lessee acknowledges that this Lease is not transferrable and that the Lessee may not assign the Lease, any part of the Lease or any of the rights or obligations herein without the prior express and written consent of the **City Administrator.**

13. **RIGHT OF ENTRY.** The Lessor shall, upon giving 0 days' notice, be granted by the Lessee access and allowed by the latter to enter the Premises to make necessary inspections, repairs, or alterations on the property, or pursuant to any lawful purpose as the Lessor, provided that the time of entry requested is reasonable considering the purpose. 2 sets of walk in door keys shall be provided to the Lessor, one for City Hall, and one for Public Works.

14. **DAMAGE TO LEASED PREMISES**. If the event that the Premises and/or the structure or building in which it is located is damaged or destroyed by fire or other casualty without the fault or negligence of the Lessee or his/her agents, the Lessor shall, at its own expense, repair the damaged portion, the Premises, structure and/or building to restore the same to substantially the condition in which it was handed over to Lessee. The Rent shall be abated until such repairs are completed.

In the event such repair cannot be accomplished or of total destruction the Lease shall cease and terminate with no early termination or other liability accruing to either of the Parties.

15. **DEFAULT AND POSSESSION**. If Rent is not paid within 14 days of the Due Date, the Rent shall be considered past due and a late fee of $50 shall be applied for every occurrence Rent is late.

In the event that the Lessee fails to pay Rent on the Due date or is in default of any of the terms of this Lease, the Lessor shall promptly provide the Lessee with a notice of such default, informing the Lessee that failure to rectify the same within 10 days will terminate the Lease and allow the Lessor to recover the premises at the end of such period. Should the Lessee fail to rectify the same within 10 days after receiving such Notice of Default, the Lessor may terminate this Lease and recover the Premises from the Lessee. In such an event, the Lessor may hold the Lessee's possessions found in the Premises as security until sums owed by the Lessee has been paid.

16. **SURRENDER OF PREMISES.** On or before 11:59 P.M. on the last day of the Lease Term, the Lessee shall deliver up vacant possession of the Premises to Lessor more or less in the condition it was delivered to the Lessee, save ordinary wear and tear, and the Parties shall carry out the inspection of the Premises and shall sign a handover form jointly prepared and signed by Parties to confirm the condition and handover of the Premises. The Lessee shall also return all keys and other devices giving access to any part of the Premises and the building or structure in which it is located.

Without prejudice to the foregoing, the Lessee shall at its expense, at the request of Lessor, immediately make good any deficiencies identified during the handover inspection and remove from the Premises any alterations, fixtures or property of Lessee that Lessor requests to be removed, provided that the same were not existing in the Premises delivered by the Lessor or do not consist of alterations or improvements consented to by the Lessor as provided in Section 9 hereof.

Failure of the Lessee to return the Premises to Lessor in accordance with the above, shall entitle the Lessor to enter the Premises and carry out appropriate repair to the Premises and removal of any property of Lessee and any cost so incurred shall be borne by Lessee. All property left in the Premises by Lessee shall be deemed to have been abandoned by Lessee and Lessor shall be entitled to dispose of the same as Lessor deems appropriate.

17. **INDEMNIFICATION**. The Lessor shall not be liable for any injury to the Lessee or any other persons or property entering the Premises occurring within the Premises during the Lease Term. Neither shall the Lessor be liable for any damage to the structure within which the Premises is located or any part thereof. The Lessor hereby agrees to hold the Lessor harmless from and indemnify the Lessor for any and all claims or damage not arising solely from the Lessor's acts, omission, fault or negligence.

18. **GOVERNING LAW**. This Lease shall be governed by and its terms and conditions be interpreted according to the laws of the State of Minnesota.

19. **NOTICE.** All notices in relation to this Lease shall be delivered to the following addresses:

To the Lessee at the address:
128 2nd Street West
Wabasha, MN 55981

and

To Lessor at the address:
Wabasha City Hall
900 Hiawatha Dr. E.
Wabasha MN, 55981

20. **SEVERABILITY.** Should any provision of this Lease be found, for whatever reason, invalid or unenforceable, such nullity or unenforceability shall be limited to those provisions. All other provisions herein not affected by such nullity or dependent on such invalid or unenforceable provisions shall remain valid and binding and shall be enforceable to the full extent allowed by law.

21. **BINDING EFFECT**. The terms, obligations, conditions and covenants of this Lease shall be binding on Lessee, the Lessor, their heirs, legal representatives and successors in interest and shall inure to the benefit of the same.

22. **ENTIRE AGREEMENT.** This Lease and, if any, attached documents are the complete agreement between the Lessor and the Lessee concerning the Premises. There are no oral agreements, understandings, promises, or representations between the Lessor and the Lessee affecting this Lease. All prior negotiations and understandings, if any, between the Parties hereto with respect to the Premises shall be of no force or effect and shall not be used to interpret this Lease. No modification or alteration to the terms or conditions of this Lease shall be binding unless expressly agreed to by the Lessor and the Lessee in a written instrument signed by both Parties.

IN WITNESS WHEREOF, the parties hereto set their hands and seal this ____day of _____, 20__.__

Lessor's Signature

_____ _____

Caroline Gregerson
City Administrator
City of Wabasha

_____ _____

Emily Durand
Mayor
City of Wabasha

Lessee's Signature

_____ _____

Courtney Schaefer
Executive Director
Chamber of Commerce

_____ _____

Abby
Oxendine
President
Chamber of Commerce

City Council Regular **8. 4.**

Meeting Date: 06/06/2023

ITEM TITLE: Approval of May 2, 2023 Regular Minutes

DEPARTMENT: Administration

PURPOSE:

Approval of May 2, 2023, Regular Minutes

ITEM SUMMARY:

Attachments

5-2-2023 minutes

D R A F T

Councilpersons:
First Ward: Friedmeyer, Jensen
Second Ward: Wallerich, Wodele
Third Ward: Meurer, Sulla

Mayor: Emily Durand
City Attorney: Mike Flaherty
City Administrator: Caroline Gregerson
Deputy Clerk: Jessica Leonhardt
Date: May 2, 2023

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Tuesday, May 2, 2023, and was called to order at 6:00 p.m. by Mayor Durand. Council Member Meurer attended the meeting remotely.

Present: Council Member Dean Meurer; Council Member Brian Wodele; Council Member Jeff Sulla; Mayor Emily Durand; Council Member Tim Wallerich; Council Member Eugene Jensen

Absent: Council Member John Friedmeyer

All present stood and recited the Pledge of Allegiance.

1. **Pledge of Allegiance**

2. **Guest Speaker**
Scott Durand presented information regarding the Wabasha Kellogg Area Community Foundation, discussed a local giving campaign, and reviewed how local giving donations are utilized.

3. **Public Comments**
Mayor Durand reviewed the public comment procedure. There were no public comments.

4. **Changes or Additions to Agenda**
Council Member Sulla requested that Item 8.7 be moved from the Consent Agenda to the General Business portion of the meeting. Mayor Durand suggested a change to the agenda order, moving the discussion of Item 10.3 to the beginning of the General Business portion of the meeting. There were no other changes or additions to the agenda.

5. **Mayor's Presentation**
Mayor Durand expressed appreciation for all the hard work during recent flooding events. She discussed ongoing meetings with U.S. Army Corps of Engineers representatives regarding the section 217(d) agreement relating to dredged materials. She discussed an upcoming housing workshop. She summarized a recent Transportation Committee hearing, during which the Highway 60 re-route was discussed. She also referenced recent conversations with legislative aides. Later during the meeting she referenced an offer of assistance from the Lions Club.

6. **Committee Reports and Wabasha Good News**

Utilities Commission: Council Member Wodele summarized topics of discussion during a recent meeting.

Park Board: Public Works Director Tony Johnson reported that a Park Board meeting was not held last month.

Street Commission: Public Works Director Johnson reported that the Street Commission recently voted to approve resident parking only along a portion of Lawrence Boulevard and discussed changing the flow of traffic in this area. He summarized other topics of discussion during this meeting. He added that one block of Bailey Avenue, from Main Street to Lawrence Boulevard, will also be designated as resident parking only.

Fire Chief Darren Sheeley further discussed flooding clean-up activities and reimbursement procedures. Current road closures were reviewed.

Ambulance Director Ryan Marking provided a staffing update and discussed the orientation process. He discussed township agreements and reported that Minneiska representatives have expressed interest in entering into a contract with the Ambulance Service.

Planning Commission: Council Member Wallerich summarized topics of discussion during a recent meeting, including recommendations for potential ordinance language revisions.

Port Authority: Finance Director Tyler Grabau summarized topics of discussion during a recent meeting, including wrap-up of the child care grant program, the upcoming housing workshop, a SMIF small towns grant program, and a barge terminal update.

1. **Administrator's Report**

City Administrator Caroline Gregerson referenced a recent Facebook post by Council Member Meurer thanking City staff for their dedication and hard work during the recent spring flooding crisis. Administrator Gregerson reported that a grant application has been submitted to request Federal funding toward the barge terminal project. Mayor Durand discussed feedback that was received from the Minnesota Ports Association relating to the application. Administrator Gregerson also discussed State grants and low-interest loan funding that is available through the Minnesota Port Development Assistance Program.

8. ## Consent Agenda

Mayor Durand reviewed the Consent Agenda.

Moved by Council Member Tim Wallerich, seconded by Council Member Dean Meurer to approve the Consent Agenda as presented, minus Item 8.7, which was moved to the General Business portion of the agenda.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

1. Tree Replacement Order 50/50% Grant

2. 09-2023 Support Resolution for SF3087

3. 10-2023 Resolution in Support of HF 1285

4. May Warrants

5. 4-4-23 City Council Minutes

6. Chamber Gambling Permits & Liquor License

7. First Read Amending City Code Section 7C Ambulance Commission
This item was moved to the General Business portion of the meeting.

8. LBAE Minutes from 4-13-2023

9. 4-24-23 Special Council Minutes

10. Approval for Emergency Manager Pay During Flood

11. Eagle Basin Subdivision Curb Mud-Jacking Quote

9. Public Hearing

There were no public hearings.

10. General Business

1. 11-2023 Resolution on Ambulance Township Board
This item was discussed following discussion of Item 10.2.

Ambulance Director Marking provided background information and discussed a request for Township representation. The proposed resolution language was reviewed. The Ambulance Commission structure was discussed.

Moved by Council Member Tim Wallerich, seconded by Council Member Jeff Sulla to approve the resolution language, as corrected. The meeting location was discussed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

2. Approve Overnight Docking Request for National Eagle Center and River Cruises
This item was discussed following discussion of Item 10.5.

National Eagle Center Director Meg Gammage-Tucker provided background information and reviewed a request to allow overnight parking for a tour group at the City dock on June 23-14 and September 22-23.

Following discussion of this topic, Director Gammage-Tucker indicated that she will provide an NEC project update during a future Council meeting.

Moved by Council Member Dean Meurer, seconded by Council Member Brian Wodele to approve the overnight parking requests, as discussed. Administrator Gregerson discussed parking management challenges. It was suggested to review these types of requests on a case-by-case basis in the future.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

3. Approval of Wabasha Food Share Lease Agreement and Discussion of Terms
This item was discussed following discussion of Item 9.

Chris Simonson introduced herself as a long-time volunteer and current Board President of the Wabasha Area Food Share organization. She discussed the new food shelf location. She requested clarification of the proposed lease agreement terms. She referenced increasing demand and discussed the need to expand the food storage capacity. She discussed program grants and donations. She introduced part-time Food Shelf Manager Martha Black and two members of the Board.

Administrator Gregerson reviewed the proposed lease agreement and referenced feedback from the Wabasha Area Food Share Board.

Council Member Meurer asked whether food shelf use is limited to Wabasha residents or Wabasha County residents. President Simonson reviewed Federal guidelines in this regard. It was noted that the vast majority of food shelf users reside in Wabasha County.

Moved by Council Member Dean Meurer, seconded by Council Member Eugene Jensen to approve the Wabasha Area Food Share lease agreement, as presented.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

4. Approve Wabasha Athletic Complex Bid and Bid Alternates
Project Engineer Jonathan Nelson from Bolton & Menk provided background information and reviewed the public bidding process for the project. He detailed the bids that were received. He reported that the bids ranged from $1,556,000 to $2,307,000, noting that the engineer's estimate was approximately $1,700,000. He discussed the bid alternates. Administrator Gregerson provided additional information and discussed the recommended contractor for the project. She requested Council direction in terms of which bid alternates to include in the project. She reviewed project funding sources. The warming house bid alternate was clarified, and it was noted that this bid includes ADA-compliant restroom facilities. Community fundraising toward the project was discussed.

Council Member Wodele suggested including bid alternates 1 and 2 and provided rationale for this recommendation. Trail connections and access were discussed. It was noted that the dugout portion of the project has been included in the project financing plan but will be acted upon as a separate item.

Moved by Council Member Brian Wodele, seconded by Council Member Tim Wallerich to award the project bid as discussed, including bid alternates 1 and 2. The warming house was further discussed. The anticipated project schedule was reviewed. Lighting was discussed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

5. Approve Wabasha Athletic Complex Dugout Bid
Finance Director Grabau provided background information and reviewed the bid that was received. Administrator Gregerson discussed project funding.

Moved by Council Member Tim Wallerich, seconded by Council Member Eugene Jensen to approve the dugout quote, as presented.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

6. Approve Revised City of Wabasha Purchasing Policy
This item was discussed following discussion of Item 10.7.

Mayor Durand reviewed the proposed purchasing policy revision.

Moved by Council Member Dean Meurer, seconded by Council Member Eugene Jensen to approve a revised City of Wabasha purchasing policy, as presented.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

7. First Read Amending City Code Section 7C Ambulance Commission.
This item was discussed following discussion of Item 10.1.

Council Member Sulla reviewed proposed language revisions to the City Code relating to the Ambulance Commission and the powers, duties, and responsibilities of the Ambulance Director. It was suggested to incorporate these language revisions and re-initiate the ordinance approval process.

Following discussion of this item, Ambulance Director Marking discussed the need for compressor repair in one of the ambulances. Fire Chief Sheeley provided additional information.

Moved by Council Member Brian Wodele, seconded by Council Member Tim Wallerich to incorporate the proposed language revisions as discussed and re-initiate the ordinance approval process. The public hearing was discussed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

11. Donations

1. May Donations - Resolution 15-2023
Mayor Durand reviewed the May donations:
LIBRARY
$250 in memory of Eugene Wodele – John Wodele & Susan Gaertner
$25 in memory of Dan Mertes – Friends of the Library
$25 in memory of Ron Stamchror – Friends of the Library
$25 in memory of Tom Binner – Deb & Mike Smith
$250 for summer reading – Amy Schierts
$180.82 for coffee supplies – Friends of the Library

FIREWORKS
$100 – Abbot Funeral Home
$100 – Perry Dental LTD
$200 – Wabasha Dentistry
$100 – Wabasha Rubbish Removal
$100 – Gillford Mutual Insurance $150 – Paul Flicek Insurance, Inc
$200 – Kellogg Lions Club
$50 – Hoppy Girl Brewery
$200 – Heritage Laundry
$250 – John Doffing
$50 – Paul Busch Auto
$200 – American Legion Aux Unit 50
$25 – River Valley Outfitters
$100 – Jay & Deb Powers
$500 – WNB Financial
$500 – American Legion Post 50

ATHLETIC FIELD COMPLEX
$960 in memory of Lucille Dick from the following donors: Peter & Barbara Mathias, John & Sandy Wolfe, John & Mary Flemming, Peter Mathias & Russel Meyer, Jane Kampa Potter, Steve or Yvonne Peplinski, Richard or Ruth Hartert, Robin or Connie Larocque, Larry or Jane Glander, Perry Properties, Rosanne Wodele, Mary Funk, Barb & Donald Dick, Robert & Diane Scheel, Kathleen Arens, James & Heidi Purvis, Peter & Sharon Reister, John & Caren Passe, Gary Glomski, Gerald & Susan Dalen, Voctory Johnson, Myrtle Keen, Lori & James Perry, Dianne & Fredderick Schjolberg, John & Jacalyn Kreye, John & Kay Larocque, R.f. & S.A. Hoeft, Robert & Jill Wodele.

Moved by Council Member Jeff Sulla, seconded by Council Member Tim Wallerich to adopt a resolution approving the May donations, as presented.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

12. Information - Financials Emailed to Council

13. Announcements

1. Selection of Housing Workshop Date: May 22 or May 24
May 24 was suggested as the preferred date. It was suggested to begin this meeting at 4:00 p.m.

2. Touch-A-Truck Event - May 22, 5-7 p.m., Wabasha Kellogg School
This event was discussed.

14. Adjournment

Moved by Council Member Jeff Sulla, seconded by Council Member Tim Wallerich to adjourn the meeting. The meeting adjourned at 7:25 p.m.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member John Friedmeyer (ABSENT)

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Jessica Leonhardt, Deputy Clerk

City Council Regular **8. 5.**

Meeting Date: 06/06/2023

ITEM TITLE: June Warrants

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

5-16-23 Warrants

5-2-23 Warrants

5-23-23 Warrants

CITY OF WABASHA
COUNCIL PAYABLES

PROG Descr	Search Name	Account Descr		Amount	Comments
PROG Descr Administration					
Administration	AMERICAN SOLUTIONS FOR BUSINE	E 100-410-41500-350	Printing and Binding	$418.76	ANNUAL REPORT INSERT
Administration	NORTHERN LIGHTS DISPLAY	E 502-410-41500-472	Grants/Donations	$2,516.00	GRENERY FOR POLES
PROG Descr Administration				$2,934.76	
PROG Descr Ambulance					
Ambulance	WABASHA COUNTY	E 100-420-42500-212	Motor Fuels	$310.04	AMBULANCE DIESEL
Ambulance	KWIK TRIP INC	E 100-420-42500-212	Motor Fuels	$194.84	AMBULANCE
Ambulance	AIRGAS USA LLC	E 100-420-42500-215	Oxygen-Supplies	$49.40	OXYGEN
Ambulance	GUNDERSEN ST ELIZ HOSP & CLINIC	E 100-420-42500-217	Medical Supplies	$63.50	IV LOCKS
Ambulance	INTERSTATE BUILDING & SUPPLY	E 100-420-42500-223	Building Maint/Repair Supplies	$36.34	misc building supplies
Ambulance	HILLS HARDWARE HANK	E 100-420-42500-223	Building Maint/Repair Supplies	$44.93	AMBULANCE MAINT SUPPLIES
Ambulance	MEDPRO MIDWEST GROUP	E 100-420-42500-311	Contractor Fees	$0.00	EASY COT CONTRACT
Ambulance	VALLEY PUBLICATIONS, INC	E 100-420-42500-350	Printing and Binding	$48.21	Public Notice
Ambulance	CLEARWAY COMMUNITY SOLAR LLC	E 100-420-42500-381	Electric/Gas Utility	$89.74	AMBULANCE SOLAR
Ambulance	XCEL ENERGY	E 100-420-42500-381	Electric/Gas Utility	$103.63	AMBULANCE GARAGE
Ambulance	CULLIGAN	E 100-420-42500-409	Maintenance Agreements	$59.38	WATER SOFTNER SERVICES
Ambulance	DICK S AUTO PARTS	E 100-420-42500-414	Vehicle Maintenance	$58.96	TIRE FOAM, TIRE COAT, DEF
Ambulance	DICKS FRESH MARKET	E 100-420-42500-430	Miscellaneous	$106.51	WATER & OTHER SUPPLLIES
Ambulance	DEPARTMENT OF HUMAN SERVICES	E 100-420-42500-430	Miscellaneous	$3,115.00	NON-FED SHARE OF AMB SUPP PYMT
Ambulance	ASPEN MILLS	E 100-420-42500-581	Uniforms	$734.61	UNIFORMS
PROG Descr Ambulance				$5,015.09	
PROG Descr Engineering					
Engineering	BOLTON AND MENK INC	E 100-410-41300-303	Engineering Fees	$1,266.50	FLOOD PLAIN
Engineering	WSE ENGINEERING SERVICES, LTD	E 100-410-41300-315	Building Inspector Fees	$3,001.33	BUILDING INSPECTION FEES
PROG Descr Engineering				$4,267.83	
PROG Descr Fire Protection					
Fire Protection	WABASHA COUNTY	E 100-420-42200-212	Motor Fuels	$143.82	FIRE TRUCK DIESEL
Fire Protection	WABASHA COUNTY	E 100-420-42200-212	Motor Fuels	$70.58	FIRE TRUCK GAS
Fire Protection	KWIK TRIP INC	E 100-420-42200-212	Motor Fuels	$231.13	Fire truck fuel
Fire Protection	RIVERLAND COMMUNITY COLLEGE	E 100-420-42200-308	Continuing Ed	$680.00	FIREMEN TRAINING
Fire Protection	RIVERLAND COMMUNITY COLLEGE	E 100-420-42200-308	Continuing Ed	$6,000.00	FIREFIGHTER 1 & 2 WITH HAZMAT
Fire Protection	VISA	E 100-420-42200-308	Continuing Ed	$455.63	HOLIDAY INN - AUSTIN CONFERENCE
Fire Protection	CLEARWAY COMMUNITY SOLAR LLC	E 100-420-42200-381	Electric/Gas Utility	$140.25	FIRE DEPARTMENT SOLAR
Fire Protection	XCEL ENERGY	E 100-420-42200-381	Electric/Gas Utility	$9.11	FIRE SIREN

PROG Descr	Search Name	Account Descr		Amount	Comments
PROG Descr Fire Protection				$7,730.52	
PROG Descr General Govt Bldg City Hall					
General Govt Bldg City Hall	WABASHA COUNTY D. A. C.	E 100-410-41900-313	Cleaning Services	$332.55	APRIL CLEANING CREW
General Govt Bldg City Hall	XCEL ENERGY	E 100-410-41900-381	Electric/Gas Utility	$53.12	CITY HALL
General Govt Bldg City Hall	CLEARWAY COMMUNITY SOLAR LLC	E 100-410-41900-381	Electric/Gas Utility	$464.38	CITY HALL SOLAR
General Govt Bldg City Hall	WATER SYSTEMS COMPANY	E 100-410-41900-413	Office Equipment Rent	$27.30	CITY HALL WATER
General Govt Bldg City Hall	WATER SYSTEMS COMPANY	E 100-410-41900-413	Office Equipment Rent	$14.98	CITY HALL WATER
General Govt Bldg City Hall	QUADIENT LEASING USA, INC.	E 100-410-41900-413	Office Equipment Rent	$159.63	3RD QTR LEASE POSTAGE MACHINE
PROG Descr General Govt Bldg City Hall				$1,051.96	
PROG Descr IT Department					
IT Department	PLAN IT SOFTWARE LLC	E 100-410-41920-311	Contractor Fees	$600.00	LICENSE RENEWAL
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-311	Contractor Fees	$66.00	AGREEMENT MICROSOFT - MAY
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-311	Contractor Fees	$252.00	MAY CLOUD BACKUP
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-311	Contractor Fees	$42.00	MAY FIREWALL
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-311	Contractor Fees	$324.90	BILLABLE SERVICES
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-311	Contractor Fees	$1,392.00	MONTHLY AGREEMENT
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-311	Contractor Fees	$42.00	FIREWALL PROTECTION PLAN
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-311	Contractor Fees	$252.00	CLOUD BACK UP
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-311	Contractor Fees	$83.69	MICROSOFT AGREEMENT
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-311	Contractor Fees	$1,188.00	WORKSTATION MONITORING
PROG Descr IT Department				$4,242.59	
PROG Descr Legal					
Legal	FLAHERTY & HOOD, P.A.	E 100-410-41800-304	Legal Fees	$962.50	GENERAL MUNICIPAL MATTERS
Legal	FLAHERTY & HOOD, P.A.	E 100-410-41800-304	Legal Fees	$612.50	GENERAL MUNICIPAL MATTERS
Legal	WABASHA COUNTY	E 100-410-41800-304	Legal Fees	$2,000.00	2023 LEGAL SERVICES CONTRACT
PROG Descr Legal				$3,575.00	
PROG Descr Miscellaneous					
Miscellaneous	XCEL ENERGY	E 100-490-45400-450	Food Share Expenses	$267.19	FOOD SHELF
Miscellaneous	OCKERS COMPANY	E 100-490-45400-478	Reception Center	$5,237.00	TOUCHVIEW
PROG Descr Miscellaneous				$5,504.19	
PROG Descr Planning & Community Developme					
Planning & Community De	BOLTON AND MENK INC	E 100-420-42300-311	Contractor Fees	$2,960.00	PLANNING & ZONING
PROG Descr Planning & Community Developme				$2,960.00	
PROG Descr Police Protection					
Police Protection	WABASHA COUNTY	E 100-420-42100-212	Motor Fuels	$1,578.66	POLICE GAS
Police Protection	HILLS HARDWARE HANK	E 100-420-42100-219	General Supplies	$12.99	POLICE
Police Protection	STREICHER S	E 100-420-42100-221	Equipment Maintenance/Parts	$1,687.68	.233 CAL PRACTICE AMMO

PROG Descr	Search Name	Account Descr		Amount	Comments
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221	Equipment Maintenance/Parts	$3.88	police invoice
Police Protection	PAUL BUSCH AUTO CENTER, INC	E 100-420-42100-221	Equipment Maintenance/Parts	$68.07	2016 FORD MAINT
Police Protection	CERTIFIED CRIME FIGHTER	E 100-420-42100-308	Continuing Ed	$672.00	ANNUAL SUBSCRIPTION
Police Protection	VERIZON WIRELESS	E 100-420-42100-321	Telephone	$160.13	INTERNET SERVICES MOBILE
Police Protection	WABASHA TOWING & SERVICE STAT	E 100-420-42100-325	Towing Expenses	$200.00	TOW NISSAN ROGUE
Police Protection	WABASHA COUNTY	E 100-420-42100-412	Building Rent	$1,000.00	JUNE CJC RENT
Police Protection	STREICHER S	E 100-420-42100-581	Uniforms	$175.94	uniforms
Police Protection	STREICHER S	E 100-420-42100-581	Uniforms	$249.95	under vest shirts
Police Protection	STREICHER S	E 100-420-42100-581	Uniforms	$54.99	UNDER VEST SHIRTS & FLEECE SHIRTS
Police Protection	STREICHER S	E 100-420-42100-581	Uniforms	$54.99	UNDER VEST SHIRTS
PROG Descr Police Protection				$5,919.28	
PROG Descr Pool					
Pool	BETHANY HENTHORN	E 100-450-45300-207	Training & instructional suppl	$40.00	REFUND ON SWIM LESSONS
Pool	CLEARWAY COMMUNITY SOLAR LLC	E 100-450-45300-381	Electric/Gas Utility	$467.56	POOL SOLAR
PROG Descr Pool				$507.56	
PROG Descr Public Works					
Public Works	VERIZON WIRELESS	E 100-430-43100-321	Telephone	$40.04	INTERNET SERVICES MOBILE
Public Works	XCEL ENERGY	E 100-430-43100-381	Electric/Gas Utility	$105.29	UNDER BRIDGE
Public Works	CLEARWAY COMMUNITY SOLAR LLC	E 100-430-43100-381	Electric/Gas Utility	$191.69	PUBLIC WORKS SOLAR
Public Works	XCEL ENERGY	E 100-430-43100-381	Electric/Gas Utility	$119.39	CAMPGROUND
Public Works	XCEL ENERGY	E 100-430-43100-381	Electric/Gas Utility	$332.45	PUBLIC WORKS BUILDING
Public Works	XCEL ENERGY	E 100-430-43100-381	Electric/Gas Utility	$3,911.37	STREET LIGHTS
Public Works	XCEL ENERGY	E 100-430-43100-381	Electric/Gas Utility	$34.89	LAWRENCE & MAIN
Public Works	XCEL ENERGY	E 100-430-43100-382	Street Lights	$207.99	STREET LIGHTS
PROG Descr Public Works				$4,943.11	
PROG Descr Sewer Department					
Sewer Department	GUNDERSEN ST ELIZ HOSP & CLINIC	E 810-500-49449-305	Medical/physical fees	$22.00	UT PHYSICAL
Sewer Department	XCEL ENERGY	E 810-500-49449-381	Electric/Gas Utility	$180.11	SEWEGE LIFT STATION
Sewer Department	XCEL ENERGY	E 810-500-49449-381	Electric/Gas Utility	$2,060.87	TREATMENT PLANT
Sewer Department	CLEARWAY COMMUNITY SOLAR LLC	E 810-500-49449-381	Electric/Gas Utility	$5,285.06	UTILITIES SOLAR
PROG Descr Sewer Department				$7,548.04	
PROG Descr Water Department					
Water Department	XCEL ENERGY	E 800-500-49000-381	Electric/Gas Utility	$439.99	MUNICIPAL PUMP
Water Department	XCEL ENERGY	E 800-500-49000-381	Electric/Gas Utility	$14.45	LIFT STATION
Water Department	XCEL ENERGY	E 800-500-49000-381	Electric/Gas Utility	$937.53	UT COMM LIFT STATION
Water Department	XCEL ENERGY	E 800-500-49000-381	Electric/Gas Utility	$67.40	WATER BOOSTER
Water Department	CLEARWAY COMMUNITY SOLAR LLC	E 800-500-49000-381	Electric/Gas Utility	$2,030.43	UTILITIES SOLAR
Water Department	GOPHER STATE ONE CALL	E 800-500-49000-407	Gopher State One-Call	$41.85	31 tickets @ 1.35 ea

PROG Descr	Search Name	Account Descr	Amount	Comments
PROG Descr Water Department			$3,531.65	
			$59,731.58	

CITY OF WABASHA
COUNCIL PAYABLES

PROG Descr	Search Name	Account Descr	Amount	Comments
PROG Descr Administration				
Administration	NEOGOV	E 100-410-41500-308 Continuing Ed	$71.34	LEARN SUBSCRIPTION
Administration	ELLIOTT KANN	E 100-410-41500-308 Continuing Ed	$71.40	MILEAGE TO AIRWAY & HEART TRAININ
Administration	METRO SALES INC	E 100-410-41500-311 Contractor Fees	$555.53	COPIER CONTRACT
Administration	RED WING WORDSMITH	E 100-410-41500-311 Contractor Fees	$148.80	CITY COUNCIL MINUTES
Administration	VISA	E 100-410-41500-331 Travel Expense	$69.65	CONFERENC MEAL 3 STAFF
Administration	VISA	E 100-410-41500-331 Travel Expense	$26.70	GREENMILL - 3 STAFF
Administration	VISA	E 100-410-41500-331 Travel Expense	$245.52	BEST WESTERN - CLERKS CONFERENCE
Administration	VISA	E 100-410-41500-331 Travel Expense	$245.52	BEST WESTERN - CLERKS CONFERENCE
Administration	VISA	E 100-410-41500-331 Travel Expense	$66.26	D MICHAELS 3 STAFF
PROG Descr Administration			$1,500.72	
PROG Descr Ambulance				
Ambulance	VISA	E 100-420-42500-200 Office Supplies	$14.06	AMAZON
Ambulance	VISA	E 100-420-42500-200 Office Supplies	$8.99	AMAZON
Ambulance	VISA	E 100-420-42500-200 Office Supplies	$21.80	AMAZON
Ambulance	VISA	E 100-420-42500-200 Office Supplies	$54.99	AMAZON
Ambulance	VISA	E 100-420-42500-200 Office Supplies	$11.49	AMAZON
Ambulance	VISA	E 100-420-42500-200 Office Supplies	$52.35	AMAZON
Ambulance	VISA	E 100-420-42500-206 Training Center Expenditures	$34.10	AMAZON
Ambulance	VISA	E 100-420-42500-206 Training Center Expenditures	$60.00	CPR TRAINING SERVICES
Ambulance	VISA	E 100-420-42500-206 Training Center Expenditures	$187.50	CPR TRAINING SERVICES
Ambulance	VISA	E 100-420-42500-206 Training Center Expenditures	$40.09	CPR CARDS
Ambulance	VISA	E 100-420-42500-206 Training Center Expenditures	$43.49	DOLLAR GENERAL
Ambulance	VISA	E 100-420-42500-206 Training Center Expenditures	$239.50	COACHING SYSTEMS
Ambulance	WABASHA COUNTY	E 100-420-42500-212 Motor Fuels	$124.13	AMBULANCE DIESEL
Ambulance	VISA	E 100-420-42500-219 General Supplies	$15.95	AMAZON
Ambulance	CALLIE SCHMIDT	E 100-420-42500-308 Continuing Ed	$800.00	REGISTRATION FOR EMT CLASSES
Ambulance	VISA	E 100-420-42500-311 Contractor Fees	$688.00	CMS MEDICARE APPLIC FEE
Ambulance	RYAN MARKING	E 100-420-42500-331 Travel Expense	$50.89	REGIONAL AMBULANCE MEETING
Ambulance	VISA	E 100-420-42500-430 Miscellaneous	$110.27	AMERICINN
Ambulance	VISA	E 502-420-42500-472 Grants/Donations	$497.71	LIFE ASSIST INC
PROG Descr Ambulance			$3,055.31	
PROG Descr Engineering				
Engineering	BOLTON AND MENK INC	E 100-410-41300-303 Engineering Fees	$2,000.00	GENERAL ENGINEERING
PROG Descr Engineering			$2,000.00	

PROG Descr	Search Name	Account Descr		Amount	Comments
PROG Descr Fire Protection					
Fire Protection	WABASHA COUNTY	E 100-420-42200-212	Motor Fuels	$46.45	FIRE DEPARTMENT DIESEL
Fire Protection	WABASHA RUBBISH REMOVAL	E 100-420-42200-384	Refuse Disposal	$93.60	FIRE/AMBULANCE GARBAGE SERVICES
PROG Descr Fire Protection				$140.05	
PROG Descr General Govt Bldg City Hall					
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$11.49	MISC SUPPLIES
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$7.03	CITY HALL NOTEBOOKS
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$18.62	EMPLOYEE FOLDERS
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$19.79	MISC CLEANING SUPPLIES
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$17.38	LABEL MAKER TAPE
General Govt Bldg City Hall	VISA	E 100-410-41900-211	Cleaning/Janitorial Supplies	$22.99	PAPER TOWELS FOR WINDOWS
General Govt Bldg City Hall	VISA	E 100-410-41900-211	Cleaning/Janitorial Supplies	$25.12	TOILET PAPER
General Govt Bldg City Hall	WABASHA RUBBISH REMOVAL	E 100-410-41900-384	Refuse Disposal	$76.05	City Hall Dumpster
General Govt Bldg City Hall	U S POSTAL SERVICE	E 100-410-41900-418	P.O.Box Rent/Safe Deposit Box	$178.00	PO BOX RENT 268
General Govt Bldg City Hall	VISA	E 100-410-41900-433	Dues and Subscriptions	$21.46	ADOBE SUBSCRIPTIONS
General Govt Bldg City Hall	VISA	E 100-410-41900-433	Dues and Subscriptions	$321.91	ZOOM SUBSCRIPTION
General Govt Bldg City Hall	VISA	E 100-410-41900-433	Dues and Subscriptions	$9.99	POST BULLETIN SUBSCRIPTION
PROG Descr General Govt Bldg City Hall				$729.83	
PROG Descr IT Department					
IT Department	BANYON DATA SYSTEMS INC	E 100-410-41920-312	Computer Support	$484.00	VAULT BACK UP
PROG Descr IT Department				$484.00	
PROG Descr Planning & Community Developme					
Planning & Community De	BOLTON AND MENK INC	E 100-420-42300-311	Contractor Fees	$4,666.00	PLANNING & ZONING
Planning & Community De	RED WING WORDSMITH	E 100-420-42300-311	Contractor Fees	$112.00	HPC MINUTES
PROG Descr Planning & Community Developme				$4,778.00	
PROG Descr Police Protection					
Police Protection	WABASHA COUNTY	E 100-420-42100-212	Motor Fuels	$1,648.61	POLICE GAS
Police Protection	VISA	E 100-420-42100-219	General Supplies	$12.29	MOURNING STRIPES - AMAZON
Police Protection	VISA	E 100-420-42100-219	General Supplies	$18.99	MEMORY STICKS - AMAZON
Police Protection	VISA	E 100-420-42100-308	Continuing Ed	$43.04	PELICAN SQUARE - TRAINING
Police Protection	VISA	E 100-420-42100-308	Continuing Ed	$89.20	BWW - TRAINING
Police Protection	VISA	E 100-420-42100-308	Continuing Ed	-$171.80	CREDIT BACK ON CC
Police Protection	VISA	E 100-420-42100-308	Continuing Ed	$40.18	HARDEES - TRAINING
Police Protection	VISA	E 100-420-42100-308	Continuing Ed	$54.67	DOMINOS - TRAINING
Police Protection	VISA	E 100-420-42100-308	Continuing Ed	$25.77	BREEZY POINT
Police Protection	WABASHA COUNTY	E 100-420-42100-412	Building Rent	$1,000.00	BUILDING RENT
Police Protection	VISA	E 100-420-42100-433	Dues and Subscriptions	$91.94	PEACE OFFICER TRAINING LICENSE
Police Protection	VISA	E 100-420-42100-581	Uniforms	$22.94	SCREEN PROTECTOR - AMAZON

PROG Descr	Search Name	Account Descr	Amount	Comments
Police Protection	VISA	E 100-420-42100-581 Uniforms	$10.99	HOLSTER ADAPTER - AMAZON
Police Protection	VISA	E 100-420-42100-581 Uniforms	$118.30	DULUTH TRADING
Police Protection	VISA	E 100-420-42100-581 Uniforms	$193.00	HOLSTER - ALIEN GEAR
Police Protection	VISA	E 100-420-42100-581 Uniforms	$50.74	AKER LEATHER - AMAZON
PROG Descr Police Protection			$3,248.86	
PROG Descr Public Works				
Public Works	WABASHA COUNTY	E 100-430-43100-212 Motor Fuels	$623.82	PUBLIC WORKS GAS
Public Works	WABASHA COUNTY	E 100-430-43100-212 Motor Fuels	$1,145.35	PUBLIC WORKS DIESEL
Public Works	WABASHA RUBBISH REMOVAL	E 100-430-43100-384 Refuse Disposal	$365.04	PUBLIC WORKS DUMPSTER
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	$1,496.00	22 sites @ 500 3RD ST W
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	$92.00	R27.01656.00
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	$1,156.00	17 sties @ 700 MAIN ST
PROG Descr Public Works			$4,878.21	
			$20,814.98	

CITY OF WABASHA
COUNCIL PAYABLES

PROG Descr	Search Name	Account Descr		Amount	Comments
PROG Descr Administration					
Administration	VISA	E 100-410-41500-311	Contractor Fees	$13.42	VISA FINANCE CHARGES
Administration	HBC	E 100-410-41500-321	Telephone	$113.58	CITY HALL
Administration	VISA	E 100-410-41500-322	Postage	$63.00	POSTAGE
Administration	VISA	E 100-410-41500-433	Dues and Subscriptions	$1,160.00	LEAGUE OF MN CITIES
Administration	VISA	E 100-410-41500-433	Dues and Subscriptions	$9.99	POST BULLETIN SUBSCRIPTION
Administration	VISA	E 100-410-41500-433	Dues and Subscriptions	$21.46	ADOBE
PROG Descr Administration				$1,381.45	
PROG Descr Ambulance					
Ambulance	INTERSTATE BUILDING & SUPPLY	E 100-420-42500-223	Building Maint/Repair Supplies	$17.17	GUTTER DOWNSPOUT
Ambulance	INTERSTATE BUILDING & SUPPLY	E 100-420-42500-223	Building Maint/Repair Supplies	$7.82	GUTTER DOWNSPOUT AND ELBOWS
Ambulance	MEDPRO MIDWEST GROUP	E 100-420-42500-311	Contractor Fees	$146.50	QUARTLERY COT BILLING
Ambulance	ECP SERVICES, LLC	E 100-420-42500-311	Contractor Fees	$1,724.71	COMMISSIONS ON APRIL 23 PAYMENTS
Ambulance	MEDPRO MIDWEST GROUP	E 100-420-42500-311	Contractor Fees	$43.00	COT CONTRACT SERVICE
Ambulance	HBC	E 100-420-42500-321	Telephone	$68.30	AMBULANCE TELEPHONE
Ambulance	VALLEY PUBLICATIONS, INC	E 100-420-42500-350	Printing and Binding	$72.00	AMBULANCE BIDS
PROG Descr Ambulance				$2,079.50	
PROG Descr Emergency Management					
Emergency Management	CAPITAL ONE TRADE CREDIT	E 100-420-42400-387	Emergency Mgmt/Flood Expense	$229.99	NORTHERN TOOL 4" X 20 GREEN PVC
Emergency Management	DEMAND ELECTRIC	E 100-420-42400-387	Emergency Mgmt/Flood Expense	$630.00	CAMP GROUND OUTLET AND BREAKER R
Emergency Management	BRUENING ROCK PRODUCTS	E 100-420-42400-387	Emergency Mgmt/Flood Expense	$3,781.36	ROCK FOR REPAIRS OF FLOOD AREAS
PROG Descr Emergency Management				$4,641.35	
PROG Descr Engineering					
Engineering	BOLTON AND MENK INC	E 100-410-41300-303	Engineering Fees	$2,240.00	GENERAL ENGINEERING
PROG Descr Engineering				$2,240.00	
PROG Descr Fire Protection					
Fire Protection	HBC	E 100-420-42200-321	Telephone	$75.02	FIRE TELEPHONE & FAX
Fire Protection	XCEL ENERGY	E 100-420-42200-381	Electric/Gas Utility	$309.01	FIRE STATION
PROG Descr Fire Protection				$384.03	
PROG Descr General Govt Bldg City Hall					
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$11.75	OFFICE SUPPLIES - AMAZON
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$22.99	POST IT NOTES - AMAZON
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$19.99	OFFICE SUPPLIES - AMAZON

PROG Descr	Search Name	Account Descr		Amount	Comments
General Govt Bldg City Hall	CUSTOM ALARM	E 100-410-41900-200	Office Supplies	$222.75	KEY FOBS
General Govt Bldg City Hall	VISA	E 100-410-41900-200	Office Supplies	$85.86	PRINTER PAPER
General Govt Bldg City Hall	VISA	E 100-410-41900-211	Cleaning/Janitorial Supplies	$52.55	TOILETRIES - SAMS CLUB
PROG Descr General Govt Bldg City Hall				$415.89	
PROG Descr IT Department					
IT Department	HBC	E 100-410-41920-311	Contractor Fees	$787.99	INTERNET & PHONE SVCS
PROG Descr IT Department				$787.99	
PROG Descr Library					
Library	HBC	E 211-471-47100-321	Telephone	$84.52	TELEPHONE
PROG Descr Library				$84.52	
PROG Descr Planning & Community Developme					
Planning & Community De	VALLEY PUBLICATIONS, INC	E 350-410-42300-351	Legal Notice Publishing	$406.00	ATHLETIC FIELD
PROG Descr Planning & Community Developme				$406.00	
PROG Descr Police Protection					
Police Protection	VISA	E 100-420-42100-219	General Supplies	$6.67	FINANCE CHARGE
Police Protection	VISA	E 100-420-42100-308	Continuing Ed	$75.00	BCA TRAINING EDUCATION
Police Protection	VISA	E 100-420-42100-433	Dues and Subscriptions	$91.94	MN POST BOARD & FEE
Police Protection	VISA	E 100-420-42100-433	Dues and Subscriptions	$91.94	MN POST BOARD & FEE
Police Protection	RIVER CITY STITCH	E 100-420-42100-581	Uniforms	$127.20	PD UNIFORMS
Police Protection	VISA	E 100-420-42100-581	Uniforms	$34.99	ZERO 9 SOLUTIONS
Police Protection	VISA	E 100-420-42100-581	Uniforms	$37.43	CHROME BELT BUCKLE
PROG Descr Police Protection				$465.17	
PROG Descr Pool					
Pool	SPENCER HOCH	E 100-450-45300-207	Training & instructional suppl	$40.00	REFUND FOR SWIM LESSONS
Pool	HAWKINS, INC	E 100-450-45300-216	Chemical and Chemical Products	$20.00	CHLORINE SYLINDERS
Pool	HAWKINS, INC	E 100-450-45300-216	Chemical and Chemical Products	$775.93	CHLORINE FOR POOL
Pool	VISA	E 100-450-45300-219	General Supplies	$21.80	PLANNER FOR MANAGER
Pool	AARON LAROCQUE PLUMBING	E 100-450-45300-221	Equipment Maintenance/Parts	$154.77	SHOWER CARTRIDGE
Pool	VALLEY PUBLICATIONS, INC	E 100-450-45300-352	General Notices & Public Info	$96.00	POOL HELP
Pool	VISA	E 100-450-45300-581	Uniforms	$29.97	WHISTLES
PROG Descr Pool				$1,138.47	
PROG Descr Public Works					
Public Works	ARNOLD S SUPPLY & KLEENIT CO	E 100-430-43100-211	Cleaning/Janitorial Supplies	$44.56	BLACK GARBAGE BAGS
Public Works	ARNOLD S SUPPLY & KLEENIT CO	E 100-430-43100-211	Cleaning/Janitorial Supplies	$777.40	PARK TOILET PAPER AND PAPER TOWEL
Public Works	DICK S AUTO PARTS	E 100-430-43100-212	Motor Fuels	$13.79	WR FP COMB 15/16
Public Works	DICK S AUTO PARTS	E 100-430-43100-212	Motor Fuels	$64.97	GLOVES
Public Works	DICK S AUTO PARTS	E 100-430-43100-212	Motor Fuels	$6.71	OIL

PROG Descr	Search Name	Account Descr		Amount	Comments
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219	General Supplies	$19.20	PUBLIC WORKS WATER
Public Works	HILLS HARDWARE HANK	E 100-430-43100-219	General Supplies	$1,684.15	PUBLIC WORKS
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219	General Supplies	$14.98	PUBLIC WORKS WATER
Public Works	PLAID PRODUCTIONS	E 100-430-43100-221	Equipment Maintenance/Parts	$144.96	NEW LOGO ON DUMP TRUCK
Public Works	MOTOR PARTS & EQUIPMENT	E 100-430-43100-221	Equipment Maintenance/Parts	$175.40	MOLYULTA RED EP GR T COLD/WARM
Public Works	JOHN DEERE FINANCIAL	E 100-430-43100-221	Equipment Maintenance/Parts	$407.89	AXEL & CUTTING WHEEL
Public Works	CAPITAL ONE TRADE CREDIT	E 100-430-43100-240	Small Tools and Minor Equip.	$142.41	PACK OUT ORGANIZER - NORTHERN TO
Public Works	WABASHA COUNTY	E 100-430-43100-308	Continuing Ed	$305.00	MSHA ANNUAL REFRESHER TRAINING
Public Works	HBC	E 100-430-43100-321	Telephone	$77.95	PUBLIC WORKS PHONE & FAX
Public Works	VALLEY PUBLICATIONS, INC	E 100-430-43100-351	Legal Notice Publishing	$96.00	PUBLIC WORKS HELP
Public Works	XCEL ENERGY	E 100-430-43100-381	Electric/Gas Utility	$21.52	724 MAIN ST W
Public Works	GERKEN S INC	E 100-430-43100-383	Forestry	$39.99	PRUNING SAW
Public Works	PATRICK GLAZE	E 100-430-43100-385	Clean-Up Day Expense	$520.00	SPRING CLEAN UP
Public Works	BLOOM SHARING TECHNOLOGY	E 100-430-43100-454	Bike Share Expenses	$360.00	BLOOM AXA CONNECTIVITY
Public Works	ST CROIX RECREATION	E 100-430-43100-472	Grants/Donations	$3,745.00	DUAL DRINKING FOUNTAIN & JUG FILLE
Public Works	INTERSTATE BUILDING & SUPPLY	E 100-430-43100-527	PARK MAINTENANCE	$85.88	STRAW GUARD EROSION
Public Works	BEE FOREST LLC	E 100-430-43100-527	PARK MAINTENANCE	$400.00	SHREDDED MULCH
Public Works	VALLEY PUBLICATIONS, INC	E 389-430-43100-351	Legal Notice Publishing	$365.40	STREET & UT IMPROVEMENTS
Public Works	BOBCAT OF COULEE REGION	E 501-430-43100-500	CAPITAL OUTLAY	$34,257.00	NEW BOBCAT
PROG Descr Public Works				$43,770.16	
PROG Descr Sewer Department					
Sewer Department	HBC	E 810-500-49449-321	Telephone	$91.57	UT PHONE & FAX
PROG Descr Sewer Department				$91.57	
				$57,886.10	

City Council Regular **8. 6.**

Meeting Date: 06/06/2023

ITEM TITLE: Gambling Applications

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Eaglewatch Inc.DBA National Eagle Center is applying for a raffle license for June 23rd and June 24th for their Soar event.

St Felix has applied for a gambling application for bingo and a raffle for their annual Fall Festival scheduled for September 17th, 2023.

Wabasha County Agricultural Fair Assn has applied for bingo during the County Fair which is held July 19th - July 22nd, 2023.

ACTION REQUIRED:

a motion to approve the gambling permits.

City Council Regular **8. 7.**

Meeting Date: 06/06/2023

ITEM TITLE: Liquor License Applicaiton

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

St Felix also has a temporary liquor license application submitted for the Fall Festival for September 17th, 2023.

ACTION REQUIRED:

motion to approve temporary liquor license.

City Council Regular **8. 8.**

Meeting Date: 06/06/2023

ITEM TITLE: Annual Liquor License Renewals

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

attached is a copy of the Liquor License List for council to review and approve. The licenses will run from 7/1/23 through 6/30/24.

ACTION REQUIRED:

motion to approval the concent agenda.

Attachments

2023 Liquor License List

LIQUOR LICENSE

JULY 1, 2023 THRU JUNE 30, 2024

ON SALE

1. Coffee Mill Golf Course Inc., 180 Coffee Mill Drive, P O Box 6
2. West Side Tavern, 945 5th St W
3. Riverboat Lanes LLC, 218 2nd St W.
4. Duelly's Dock dba Slippery's, 10 Church Ave.
5. V.F.W., Post #4086, 138 2nd Street East
6. The Olde Triangle, Jerry & Karen Mathias, 219 Main Street West
7. K & K Brewing, dba Silver Star Grill & Bar
8. Hoppy Girl Brewing, 136 Bridge Ave.
9. Herb & Arrow, 260 Main St W
10. Big Jo Pizza, 152 Main St W
11. Fresh Wok 2 Inc, 254 Main St W

SUNDAY ON SALE

1. Coffee Mill Golf Course Inc., 180 Coffee Mill Drive, P O Box 6
2. V.F.W. Post #4086, 138 2nd St E
3. Riverboat Lanes LLC, 218 2nd St W
4. Duelly's Dock, dba Slippery's, 10 Church Ave.
5. The Olde Triangle, Jerry & Karen Mathias, 219 Main Street West
6. K & K Brewing, dba Silver Star Grill & Bar
7. Hoppy Girl Brewing, 136 Bridge Ave.
8. West Side Tavern, 945 5th St W
9. Herb & Arrow, 260 Main St W
10. Big Jo Pizza, 152 Main St W
11. Fresh Wok 2 Inc, 254 Main St W

OFF SALE

1. Wabasha Warehouse Liquors Inc., 118 9th St E
2. Duelly's Dock, dba Slippery's, 10 Church Ave.
3. Coffee Mill Golf Course Inc., 180 Coffee Mill Drive, P O Box 6
4. Big Jo Pizza, 152 Main St W

BEER

1. Kwik Trip Store 843
2. Coffee Mill Ski Association

CONSUMPTION & DISPLAY

1. St Felix, 117 3rd St W
2. Wabasha County Fair Board Association

WINE & BEER

1. Widespot Performing Arts Center, 611 Broadway Ave

City Council Regular **8. 9.**

Meeting Date: 06/06/2023

ITEM TITLE: Fire Department Uniform Purchase

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The Fire Department has submitted invoice 172020 from Fire Safety USA. The invoice is for four Ultramotion coats, four pairs of Ultramotion pants, plus shipping and handling. The invoice total is $10,730. Fire Chief, Darren Sheeley, stated that 50% of the cost will be reimbursed, with a chance that more than $50% will be reimbursed. The invoice will be coded to the Fire Department Equipment Replacement expense account.

ACTION REQUIRED:

Approve Fire Safety USA invoice 172020.

Attachments

Fire Safety USA Invoice 172020

FIRE SAFETY USA, INC.
3253 19TH ST NW
ROCHESTER, MN 55901
507-529-8444: PHONE
507-529-8111: FAX

Invoice

Invoice #
172020

www.firesafetyusa.com

Date	5/1/2023

Bill To	Ship To
WABASHA FIRE DEPARTMENT ACCOUNTS PAYABLE PO BOX 268 WABASHA, MN 55981	WABASHA FIRE DEPARTMENT DARREN 651-564-0290 113 HIAWATHA DR. W WABASHA, MN 55981

P.O. No.	Terms	Due Date	Rep	Ship Via
DARREN	Net 30	5/31/2023		

Qty	Item	Description	Price Each	Amount
4	MNWABA00009	ULTRAMOTION COAT PER WABASHA SPECS	1,595.00	6,380.00
4	MNWABA00010	ULTRAMOTION PANT PER WABASHA SPECS	1,075.00	4,300.00
1	SHIPPING	SHIPPING & HANDLING	50.00	50.00

3% Cash Back Rewards
when you buy online at
www.firesafetyusa.com

Subtotal	$10,730.00
Sales Tax (0.0%)	$0.00
Payments/Credits	$0.00
Balance Due	$10,730.00

100-420-42200-551 Equipment Replacement

50% reimbursed by grant need to pay. Then submit to council

City Council Regular **8. 10.**

Meeting Date: 06/06/2023

ITEM TITLE: Resolution Authorizing Execution of Agreement

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Wabasha Police Department is looking to be the lead Financial Administrator for the Towards Zero Death Program. The responsibility of the Financial Administrator will be to take care of the distribution of the funds to each City within Wabasha County. This grant agreement would run from October 1, 2023, through September 30, 2024.

ACTION REQUIRED:

Approve the Wabasha Police Department to be the lead Financial Administrator for the Towards the Zero Death Program and proceed with the resolution authorizing the execution of agreement.

Attachments

Resolution

CITY OF WABASHA, MINNESOTA
CITY COUNCIL RESOLUTION 19-2023

Wabasha Police Department

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

Be it resolved that the Wabasha Police Department enter into a grant agreement with the Minnesota Department of Public Safety Office of Traffic Safety, for traffic safety enforcement projects during the period from October 1, 2023, through September 30, 2024.

The Wabasha Police Department (Officer Kenneth Jacobs #906) is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Wabasha Police Department and to be the fiscal agent and administer the grant.

I certify that the above resolution was adopted by the _____

{Executive Body-Mayor or City Clerk)

of _____ on _____

(Name of Lead) (Date)

SIGNED: WITNESSETH:

_____ _____

(Signature Mayor) **{Signature City Clerk)**

_____ _____

(Title) (Title)

_____ _____

(Date) (Date)

City Council Regular **9. 1.**

Meeting Date: 06/06/2023

ITEM TITLE: Public Hearing and Approval of Ambulance Commission Changes

DEPARTMENT: Ambulance

PURPOSE:

Public Hearing for Modification to existing code language.

ITEM SUMMARY:

Public Hearing for Modification to existing code language.

ACTION REQUIRED:

Approval of code changes as described

Attachments

City Code Section 7C Ambulance Commission

Addition 7C

Creating an Ambulance Commission

7C.01 Establishment

An Ambulance Commission for the City of Wabasha is hereby created, to be composed of five (5) voting members, ~~one of which shall be from the medical profession,~~ one shall be a Council Member, ~~one shall be a current Ambulance Service member~~. The term of office of each commission member shall be three (3) years~~, except that the first commission members shall be appointed for terms expiring the third Tuesday of April of the years 1985, 1986 and 1987, respectively~~. Thereafter the term shall be three (3) years each. The Mayor shall appoint the Ambulance Commission members, confirmed by a majority vote of the City Council. The Ambulance Commission shall be staffed by the current Ambulance Director or in their absence, the Assistant Ambulance Director, or the City Administrator.

The current Medical Director for the Ambulance Service or designee will serve as a liaison member of the Ambulance Commission. An Ambulance Service member shall be elected by the Ambulance Service Members and be a liaison member.

7C.02 Qualifications and Duties

All Ambulance Commission members shall be residents and qualified electors of the City of Wabasha or qualified electors of townships in the Wabasha Ambulance Service Area whose townships financially contribute to the Wabasha Ambulance Service. ~~One Commission member shall be a medical professional (MD, DO, DC, RN, LPN, Paramedic, EMT).~~ One Commission member shall be a City of Wabasha Council Member. A voting Ambulance Commission member cannot also be employees of the Wabasha Ambulance Service.

7C.03 Vacancies

In case the office of any member shall become vacant during the member's term, the Mayor shall appoint a person of like qualifications, confirmed by a majority vote of the City Council, as soon as practical thereafter, to fill such vacancy during such unexpired term.

7C.04 Quorum

A majority of 3 members constitutes a quorum for the conduct of business of the Ambulance Commission.

7C.05 Powers, Duties and Responsibilities

The Ambulance Commission is to advise the City Council ~~and Ambulance Director~~ regarding the operations of the City's ambulance service. The Ambulance Commission shall have the following responsibilities:

1. To ~~make recommendations to the City Council and~~ receive updates from the Ambulance Director with respect to the construction, maintenance, repair and management of the City's ambulance facilities, vehicles and equipment purchases and make recommendations to the City Council;
2. To make recommendations to the City Council on the purchase of any budgeted items exceeding $5000 ~~or any unbudgeted items of more than $500~~, in accordance with the City of Wabasha Purchasing Policy or as amended;
3. To advise the City Council ~~and Ambulance Director~~ regarding the operation of the City's ambulance service and facilities;
4. To make recommendations to the City Council and Ambulance Director with respect to rates to be charged for ambulance services;
5. To make recommendations to the City Council ~~and Ambulance Director~~ regarding ambulance service specific policies and operating procedures; and
6. ~~To make recommendations to~~ Assist or provide input at the City Council and/or Ambulance Director regarding opportunities for mutual aid agreements, regional cooperation, level of service, business and financial analysis of the service; and
7. ~~Assist or provide input at the request of the City Council and/or Ambulance Director regarding the hiring of Ambulance personnel in accordance with the City's Staff Hiring Policy~~
8. Review ambulance service quarterly or annual reports on expenditures and revenues and provide recommendations.
9. Ambulance funds. All amounts charged by the City and collected for ambulance services are to be deposited in the ambulance department of the general fund. No indebtedness is to be incurred by the City with respect to the ambulance service except as is necessary and incidental to the carrying on of the ambulance service and has been authorized in advance by the City Council. No alterations, repairs or improvements shall be made to any ambulance service facilities, vehicles or equipment unless authorized by the City Council.

7C.06 Meetings

Regular meetings will be established at least **monthly** for the Ambulance Commission and Commission members shall have a duty and obligation to regularly attend meetings and be prepared for discussion.

7C.07 Retention of Powers

The City of Wabasha shall have, maintain and retain title to the property, including real estate and personal property used for, incident of or in connection with the Ambulance Commission and shall retain unto itself the obligation, power and authority to establish, enforce, order, codify, amend and repeal all ordinances, rules and regulations for the governing of the Ambulance Commission, whether herein created and established or otherwise defined.

7C.08 Personnel

The City of Wabasha hiring policy will govern the hiring, compensation, and retention of all Ambulance Service Personnel.

The Ambulance Director shall be responsible for day-to-day operations of the service. The Ambulance Director reports directly to the City Administrator. All grievances against personnel will be handled in accordance with the City of Wabasha Employment policies.

City Council Regular **10. 1.**

Meeting Date: 06/06/2023

ITEM TITLE: Approve Athletic Park Easements

DEPARTMENT: Administration

PURPOSE:

The purpose of this item is to approve proposed public drainage and utility easements encompassing newly constructed utilities (water, sanitary, and storm) being installed with the Athletic Park project.

ITEM SUMMARY:

To streamline the permitting and construction process, a public drainage and utility easement encompassing areas receiving new utility infrastructure outside of established ROW on the Athletic Park site should be established. The Athletic Park site is comprised of three separate deeded parcels. Therefore, there are three separate easement documents, one to correspond to each individual parcel.

ACTION REQUIRED:

Approve the proposed drainage and utility easements as identified in the attachments.

Attachments

Decllaration of Drainage and Utility Easement PID 27.00799.00

Decllaration of Drainage and Utility Easement PID 27.00831.00

Declaration of Drainage and Utility Easement PID 27.00939.00

DECLARATION OF DRAINAGE AND UTILITY EASEMENT

THIS DECLARATION OF DRAINAGE AND UTILTY EASEMENT (the "Declaration") is made this _____ day of June, 2023, by the City of Wabasha, a municipal corporation under the laws of the State of Minnesota (the "Declarant").

Recitals

A. Declarant is the fee owner of the property located in Wabasha County Minnesota (the "Property") and legally described on Exhibit A attached hereto.

B. Declarant wishes to establish a perpetual, non-exclusive drainage and utility easement for utility purposes over, under, across, and through the portions of the Property depicted on the attached Exhibit B (the "Easement Area") and further depicted on Exhibit C (C-1/C-2).

Declaration

Now, therefore, the Declarant hereby declares that the Property shall be held, sold, and conveyed subject to the following utility easement, which shall inure to the benefit of the City of Wabasha (the "City"):

1. Public Easement. The Property shall be subject to a perpetual, non-exclusive public easement for drainage and utility purposes, including, but not limited to, the construction, installation, operation, inspection, repair, replacement, removal, and maintenance of storm sewer, drain tile pipe, water and sanitary sewer service lines and related facilities.

The easement granted herein also includes the right to cut, trim, or remove from the Easement Area such improvements, trees, shrubs, or other vegetation, and to prohibit obstructions and grading alterations as in the City's judgment unreasonably interfere with the easements or the function of the Facilities located therein.

2. Easement to Run with Land; No Merger. The easement created herein shall run with the

land and be binding on all parties having any right, title, or interest in the Property, their heirs, successors, and assigns. The Declarant intends that the easement created herein shall not merge into Declarant's title to the Property and that any future conveyance of the Property by the Declarant shall be subject to this Declaration of Easement unless the instrument of conveyance expressly states an intention to terminate this Declaration of Easement.

3. Amendment; Modification; Termination. This Declaration may not be amended, modified, or terminated without the consent of the City of Wabasha.

[Signature page to follow]

CITY OF WABASHA

By: _____
Emily Durand
Its: Mayor

By: _____
Caroline Gregerson
Its: City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF WABASHA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by Emily Durand and Caroline Gregerson, the Mayor and the City Administrator of the City of Wabasha, a municipal corporation under the laws of Minnesota, on behalf of the municipal corporation, Declarant.

_____
Notary Public

NOTARY STAMP OR SEAL

THIS INSTRUMENT DRAFTED BY:
City of Wabasha
Wabasha City Hall
900 Hiawatha Drive East Wabasha, MN 55981
651-565-4568

EXHIBIT A

PREMISES

Lots Four (4), Five (5), and Six (6), Block Forty-Eight (48) and all of Block Forty-Nine (49) plat of South Wabasha, Wabasha County, Minnesota, according to the plat thereof on file and of record in the office of the County Recorder in and for Wabasha County, Minnesota.

And that part of Fifth Street lying between Blocks 48 and 49, the alley in Block 49 and the alley running northerly and southerly along the easterly boundary of Blocks 48 and 49; all in that part of the City of Wabasha known as South Wabasha.

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Premises Tax PID = 27.00799.00

CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

BLOCK 49, PLAT OF SOUTH WABASHA,
WABASHA COUNTY, MINNESOTA

BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

FOR: CITY OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

EXHIBIT B

EASEMENT AREA

All that part of Block 49, SOUTH WABASHA according to the recorded plat thereof, City of Wabasha, Wabasha County, Minnesota, described as:

The South 63.00 feet and the North 37.00 feet of Lot 4, Block 49, SOUTH WABASHA.

And

The West 10.00 feet of the South 63.00 feet and the North 37.00 feet of Lot 5, Block 49, SOUTH WABASHA.

And

The North 37.00 feet and the East 37.00 feet of Lot 6, Block 49, SOUTH WABASHA.

And

The West 8.00 feet of Lot 1, Block 49, SOUTH WABASHA.

And

The East 48.00 feet of Lot 2, Block 49, SOUTH WABASHA.

And

The East 20.00 feet of the West 40.00 feet and the South 12.00 feet of the West 40.00 feet of Lot 3, Block 49, SOUTH WABASHA.

And

All that part of the vacated east-west alley in Block 49, SOUTH WABASHA being bounded on the East by a line being 27.00 feet East of the southerly extension of the West line of Lot 1, said Block 49 AND being bound on the West by a line being 10.00 feet West of the southerly extension of the West line of Lot 1, said Block 49.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Janele Fowlds — 05/17/2023

Janele Fowlds
License Number 26748

Date

Premises Tax PID = 27.00799.00

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CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

BLOCK 49, PLAT OF SOUTH WABASHA,
WABASHA COUNTY, MINNESOTA

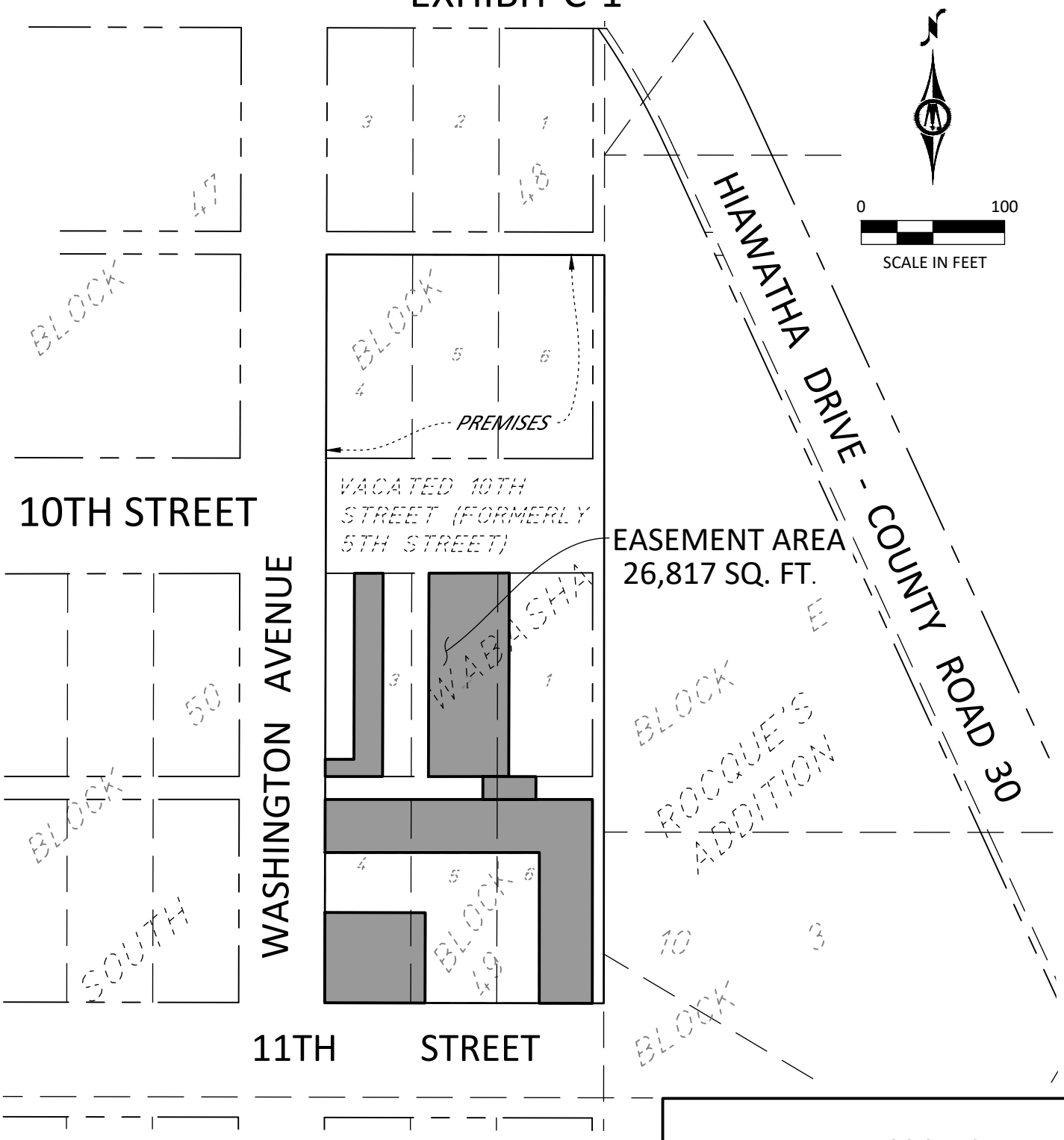
BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

FOR: CITY OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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EXHIBIT C-1



Easement Area = 26,817 Sq. Ft.
Premises Tax PID = 27.00799.00

CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

BLOCK 49, PLAT OF SOUTH WABASHA,
WABASHA COUNTY, MINNESOTA

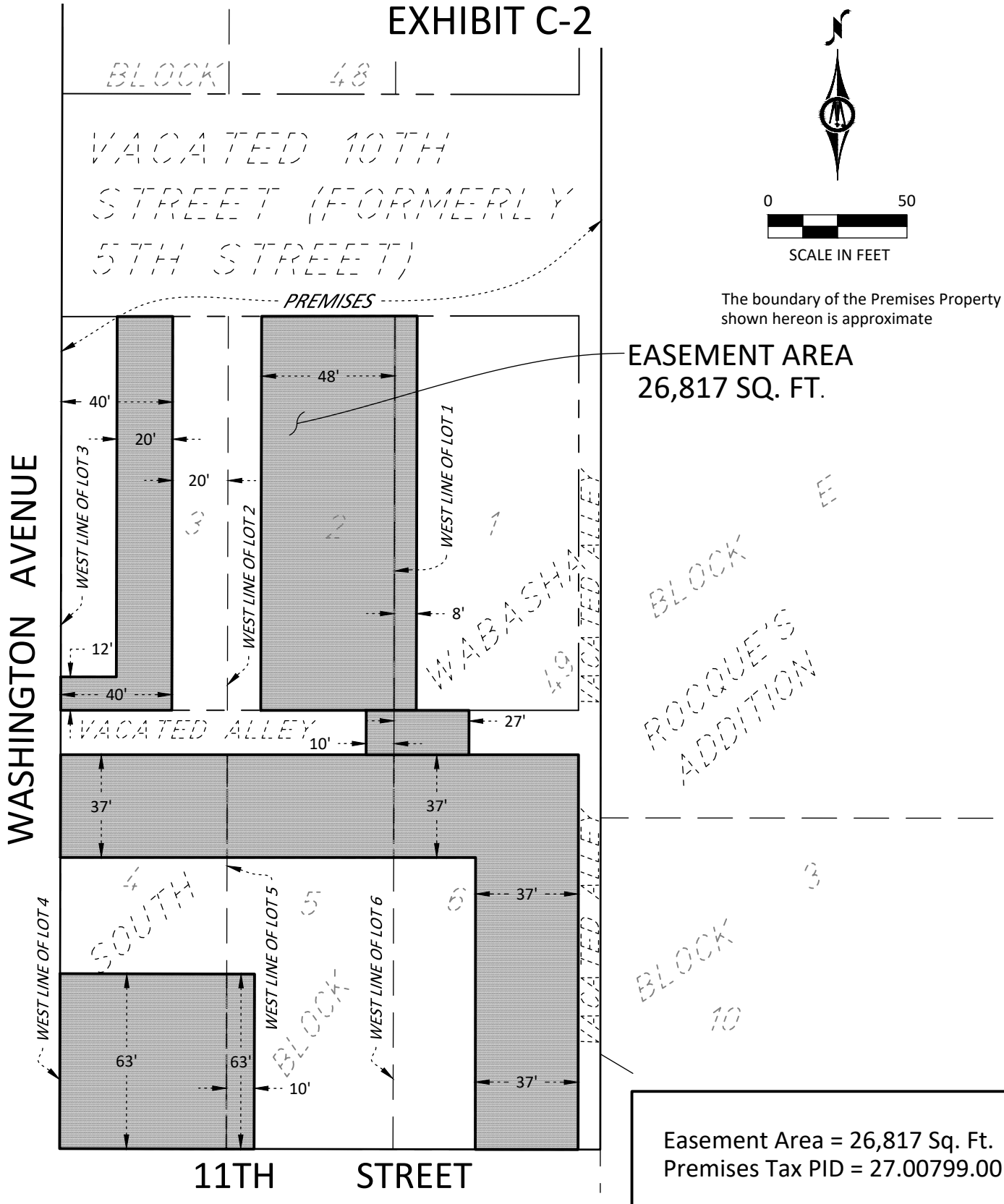
BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

FOR: CITY OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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EXHIBIT C-2



The boundary of the Premises Property shown hereon is approximate

Easement Area = 26,817 Sq. Ft.
Premises Tax PID = 27.00799.00

CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

BLOCK 49, PLAT OF SOUTH WABASHA,
WABASHA COUNTY, MINNESOTA

BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

FOR: CITY OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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DECLARATION OF DRAINAGE AND UTILITY EASEMENT

THIS DECLARATION OF DRAINAGE AND UTILTY EASEMENT (the "Declaration") is made this _____ day of June, 2023, by the City of Wabasha, a municipal corporation under the laws of the State of Minnesota (the "Declarant").

Recitals

A. Declarant is the fee owner of the property located in Wabasha County Minnesota (the "Property") and legally described on Exhibit A attached hereto.

B. Declarant wishes to establish a perpetual, non-exclusive drainage and utility easement for utility purposes over, under, across, and through the portions of the Property depicted on the attached Exhibit B (the "Easement Area") and further depicted on Exhibit C (C-1/C-2).

Declaration

Now, therefore, the Declarant hereby declares that the Property shall be held, sold, and conveyed subject to the following utility easement, which shall inure to the benefit of the City of Wabasha (the "City"):

1. Public Easement. The Property shall be subject to a perpetual, non-exclusive public easement for drainage and utility purposes, including, but not limited to, the construction, installation, operation, inspection, repair, replacement, removal, and maintenance of storm sewer, drain tile pipe, and related facilities.

The easement granted herein also includes the right to cut, trim, or remove from the Easement Area such improvements, trees, shrubs, or other vegetation, and to prohibit obstructions and grading alterations as in the City's judgment unreasonably interfere with the easements or the function of the Facilities located therein.

2. Easement to Run with Land; No Merger. The easement created herein shall run with the

land and be binding on all parties having any right, title, or interest in the Property, their heirs, successors, and assigns. The Declarant intends that the easement created herein shall not merge into Declarant's title to the Property and that any future conveyance of the Property by the Declarant shall be subject to this Declaration of Easement unless the instrument of conveyance expressly states an intention to terminate this Declaration of Easement.

3. Amendment; Modification; Termination. This Declaration may not be amended, modified, or terminated without the consent of the City of Wabasha.

[Signature page to follow]

CITY OF WABASHA

By: _____
Emily Durand
Its: Mayor

By: _____
Caroline Gregerson
Its: City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF WABASHA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by Emily Durand and Caroline Gregerson, the Mayor and the City Administrator of the City of Wabasha, a municipal corporation under the laws of Minnesota, on behalf of the municipal corporation, Declarant.

_____
Notary Public

NOTARY STAMP OR SEAL

THIS INSTRUMENT DRAFTED BY:
City of Wabasha
Wabasha City Hall
900 Hiawatha Drive East Wabasha, MN 55981
651-565-4568

EXHIBIT A

PREMISES

Lots 1, 2, 3, 4 and 5, Block 71 and Lots 1, 2 and 3, Block 72, all in the plat of South Wabasha, according to the plat thereof file in the Wabasha County Recorder's Office.

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Premises Tax PID = 27.00831.00

CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

LOTS 1 THRU 3, BLOCK 72, PLAT OF SOUTH WABASHA, WABASHA COUNTY, MINNESOTA

FOR: CITY OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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EXHIBIT B

EASEMENT AREA

That part of Block 72, SOUTH WABASHA according to the recorded plat thereof, City of Wabasha, Wabasha County, Minnesota, described as:

The South 50.00 feet and the East 24.00 feet of Lot 1, Block 72, SOUTH WABASHA.

AND

The South 50.00 feet and the East 23.00 feet of Lot 2, Block 72, SOUTH WABASHA.

AND

The South 50.00 feet and the East 20.00 feet of the West 36.00 feet of Lot 3, Block 72, SOUTH WABASHA.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Janele Fowlds — 05/17/2023

Janele Fowlds
License Number 26748

Date

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Premises Tax PID = 27.00831.00

CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

LOTS 1 THRU 3, BLOCK 72, PLAT OF SOUTH WABASHA, WABASHA COUNTY, MINNESOTA

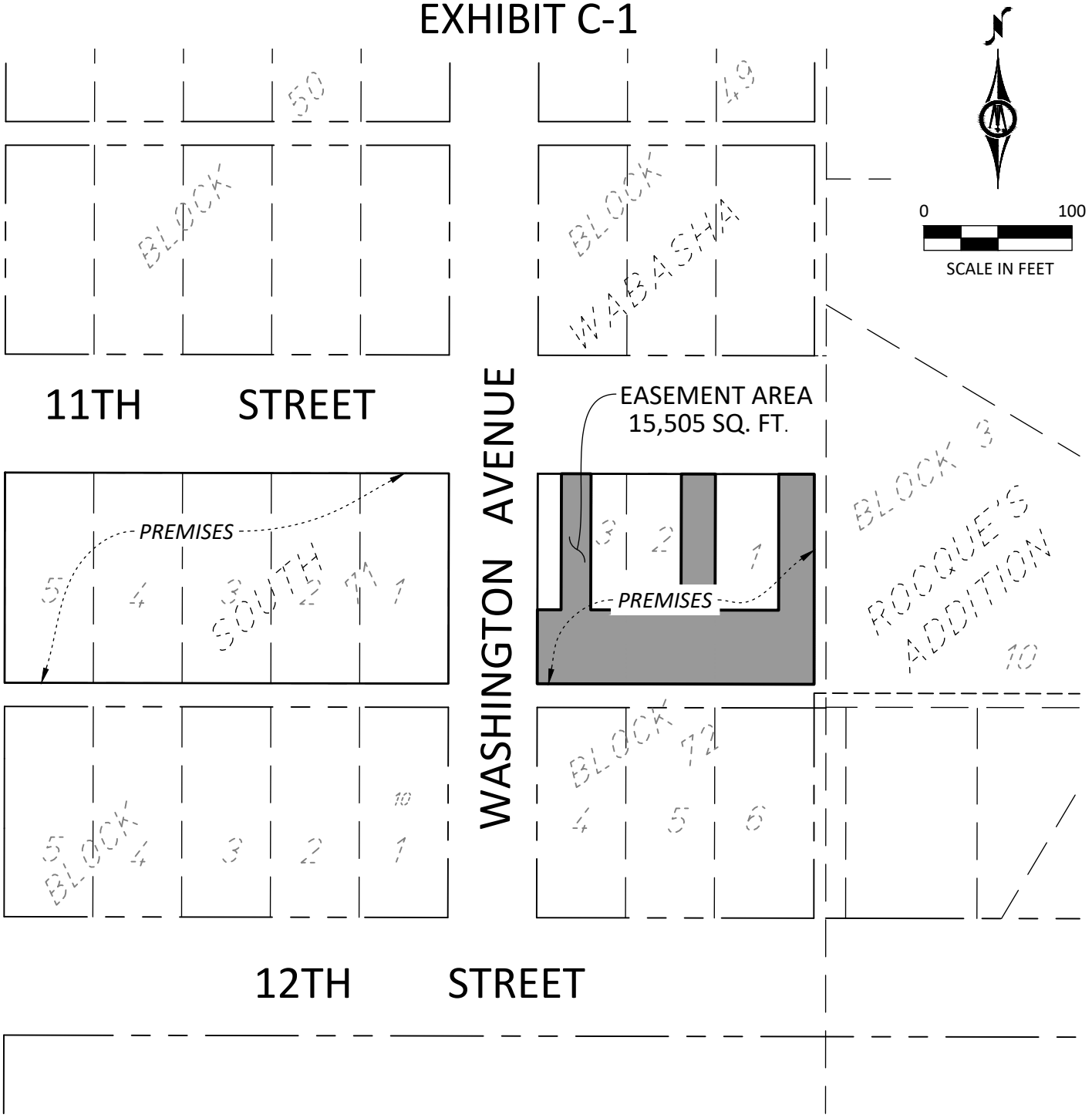
BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

FOR: CITY OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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EXHIBIT C-1



Easement Area = 15,505 Sq. Ft.
Premises Tax PID = 27.00831.00

CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

LOTS 1 THRU 3, BLOCK 72, PLAT OF SOUTH WABASHA, WABASHA COUNTY, MINNESOTA

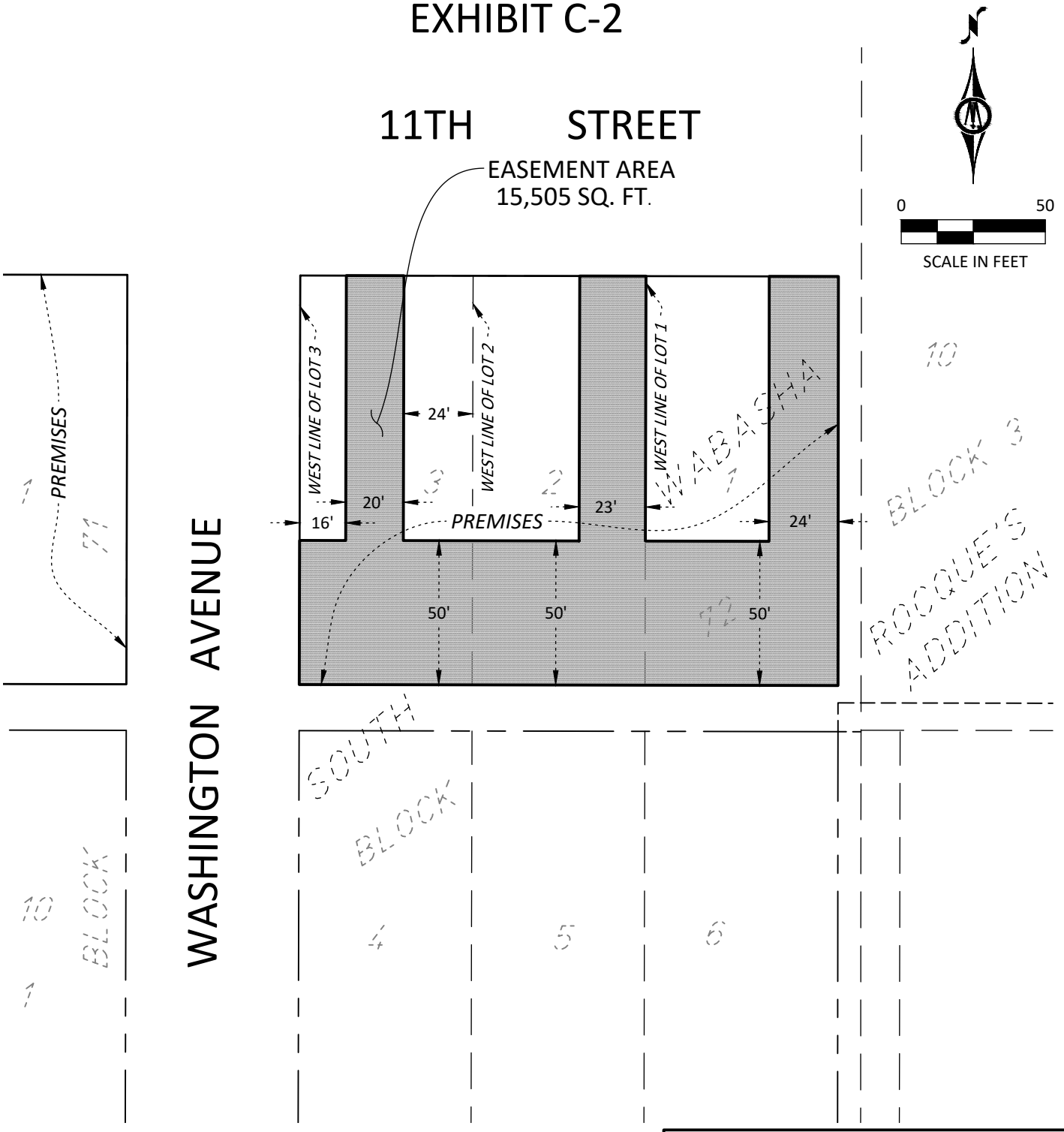
FOR: CITY OF WABASHA

BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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EXHIBIT C-2



The boundary of the Premises Property shown hereon is approximate

Easement Area = 15,505 Sq. Ft.
Premises Tax PID = 27.00831.00

CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

LOTS 1 THRU 3, BLOCK 72, PLAT OF SOUTH WABASHA, WABASHA COUNTY, MINNESOTA

BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

FOR: CITY OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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DECLARATION OF DRAINAGE AND UTILITY EASEMENT

THIS DECLARATION OF DRAINAGE AND UTILTY EASEMENT (the "Declaration") is made this _____ day of June, 2023, by the City of Wabasha, a municipal corporation under the laws of the State of Minnesota (the "Declarant").

Recitals

A. Declarant is the fee owner of the property located in Wabasha County Minnesota (the "Property") and legally described on Exhibit A attached hereto.

B. Declarant wishes to establish a perpetual, non-exclusive drainage and utility easement for utility purposes over, under, across, and through the portions of the Property depicted on the attached Exhibit B (the "Easement Area") and further depicted on Exhibit C (C-1/C-2).

Declaration

Now, therefore, the Declarant hereby declares that the Property shall be held, sold, and conveyed subject to the following utility easement, which shall inure to the benefit of the City of Wabasha (the "City"):

1. Public Easement. The Property shall be subject to a perpetual, non-exclusive public easement for drainage and utility purposes, including, but not limited to, the construction, installation, operation, inspection, repair, replacement, removal, and maintenance of stormwater treatment area, storm sewer, drain tile pipe, and related facilities.

The easement granted herein also includes the right to cut, trim, or remove from the Easement Area such improvements, trees, shrubs, or other vegetation, and to prohibit obstructions and grading alterations as in the City's judgment unreasonably interfere with the easements or the function of the Facilities located therein.

2. Easement to Run with Land; No Merger. The easement created herein shall run with the

land and be binding on all parties having any right, title, or interest in the Property, their heirs, successors, and assigns. The Declarant intends that the easement created herein shall not merge into Declarant's title to the Property and that any future conveyance of the Property by the Declarant shall be subject to this Declaration of Easement unless the instrument of conveyance expressly states an intention to terminate this Declaration of Easement.

3. Amendment; Modification; Termination. This Declaration may not be amended, modified, or terminated without the consent of the City of Wabasha.

[Signature page to follow]

CITY OF WABASHA

By: _____
Emily Durand
Its: Mayor

By: _____
Caroline Gregerson
Its: City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF WABASHA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2023, by Emily Durand and Caroline Gregerson, the Mayor and the City Administrator of the City of Wabasha, a municipal corporation under the laws of Minnesota, on behalf of the municipal corporation, Declarant.

_____
Notary Public

NOTARY STAMP OR SEAL

THIS INSTRUMENT DRAFTED BY:
City of Wabasha
Wabasha City Hall
900 Hiawatha Drive East Wabasha, MN 55981
651-565-4568

EXHIBIT A

PREMISES

That portion of Rocques Addition, lying Westerly of the Westerly right of way line of Old Highway No. 61 and Between the North line of Lots Four (4), Five (5) and Six (6), Block Forty-eight (48) extended, and the South line of Block Forty-Nine (49) extended, all in the City of South Wabasha, Wabasha County, Minnesota, according to the plat thereof on file and of record in the office of the Register of Deeds in and for Wabasha County, Minnesota.

Except Parcel No. 26 on Wabasha County Right of Way Plat No. 10, according to the recorded plat thereof file in the Wabasha County Recorder's Office.

Premises Tax PID = 27.00939.00

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CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

LOT 10, BLOCK 3 AND BLOCK E, ROCQUE'S ADDITION
WABASHA COUNTY, MINNESOTA

BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

FOR: CITY OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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EXHIBIT B

EASEMENT AREA

All that part of Lot 10, Block 3 and Block E, Rocque's Addition to Wabasha, according to the recorded plat thereof, City of Wabasha, Wabasha County, Minnesota, described as:

Commencing at the intersection of the Easterly extension of the South line of Block 49, South Wabasha, according to the recorded plat therof and said the west line of Rocque's Addition to Wabasha, thence North 00 degrees 03 minutes 15 seconds East, along the west line of said Block 3, a distance of 48.65 feet to the point of beginning; thence continuing North 00 degrees 03 minutes 15 seconds East, along said West line, a distance of 20.00 feet; thence South 89 degrees 46 minutes 27 seconds East, a distance of 82.00 feet; thence North 13 degrees 18 minutes 36 seconds West, a distance of 52.48 feet; thence North 89 degrees 57 minutes 01 seconds West, a distance of 7.42 feet; thence North 26 degrees 21 minutes 05 seconds West, a distance of 140.41 feet to the West line of said Block E; thence North 00 degrees 03 minutes 15 seconds East, along said West line, a distance of 25.62 feet; thence North 63 degrees 38 minutes 55 seconds East, a distance of 20.61 feet; thence South 26 degrees 21 minutes 05 seconds East, a distance of 179.24 feet; thence North 89 degrees 57 minutes 01 seconds West, a distance of 7.75 feet; thence South 13 degrees 18 minutes 36 seconds East, a distance of 51.53 feet; thence North 83 degrees 21 minutes 00 seconds East, a distance of 42.93 feet; thence South 06 degrees 39 minutes 00 seconds East, a distance of 20.00 feet; thence South 83 degrees 21 minutes 00 seconds West, a distance of 52.43 feet; thence North 89 degrees 46 minutes 27 seconds West, a distance of 95.23 feet to the said West line of Block 3 to the point of beginning.

SURVEYOR'S CERTIFICATION

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Janele Fowlds — 05/17/2023

Janele Fowlds
License Number 26748

Premises Tax PID = 27.00939.00

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CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

LOT 10, BLOCK 3 AND BLOCK E, ROCQUE'S ADDITION
WABASHA COUNTY, MINNESOTA

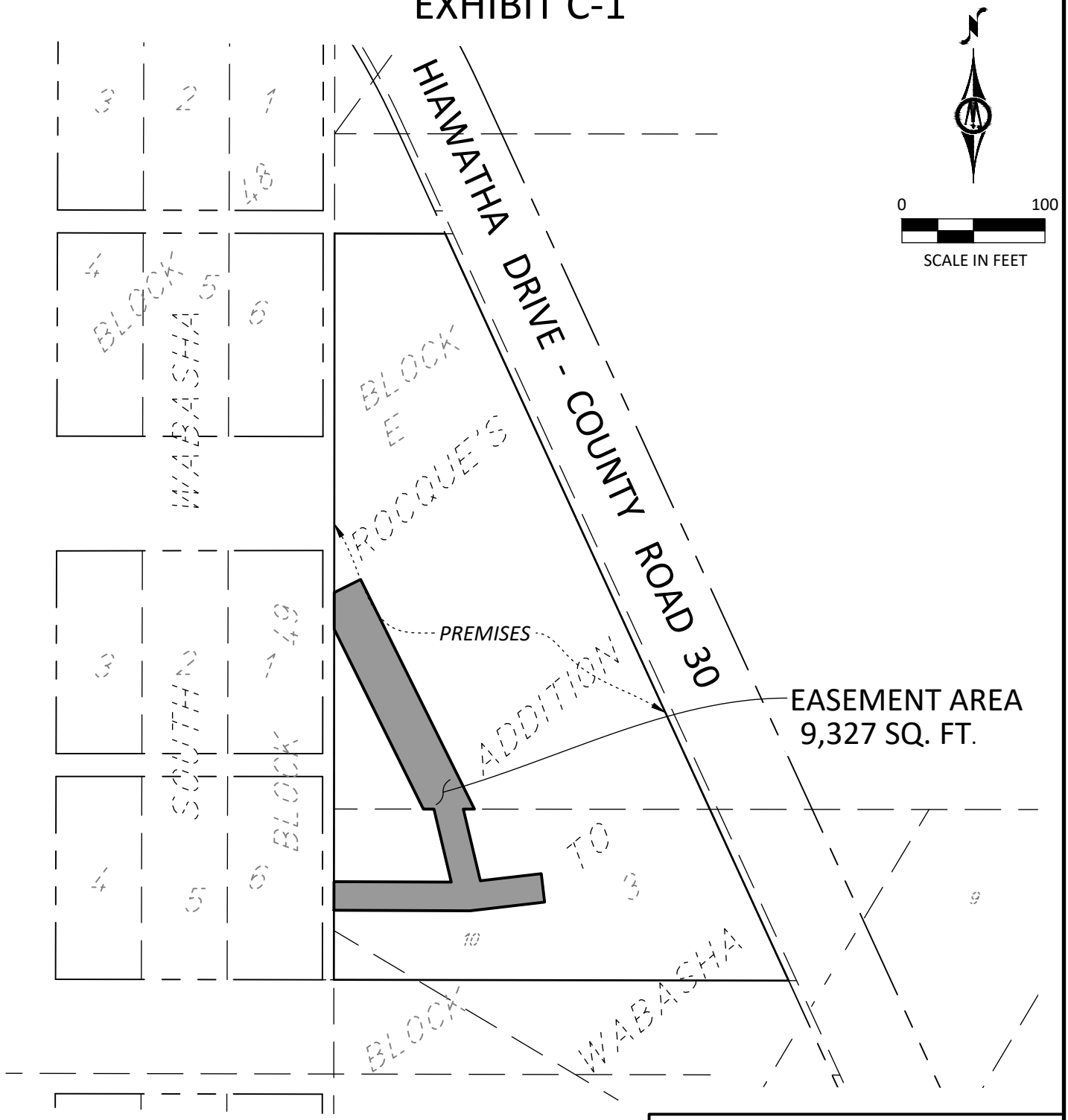
BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

FOR: CIYT OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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EXHIBIT C-1



Easement Area = 9,327 Sq. Ft.
Premises Tax PID = 27.00939.00

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CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

LOT 10, BLOCK 3 AND BLOCK E, ROCQUE'S ADDITION
WABASHA COUNTY, MINNESOTA

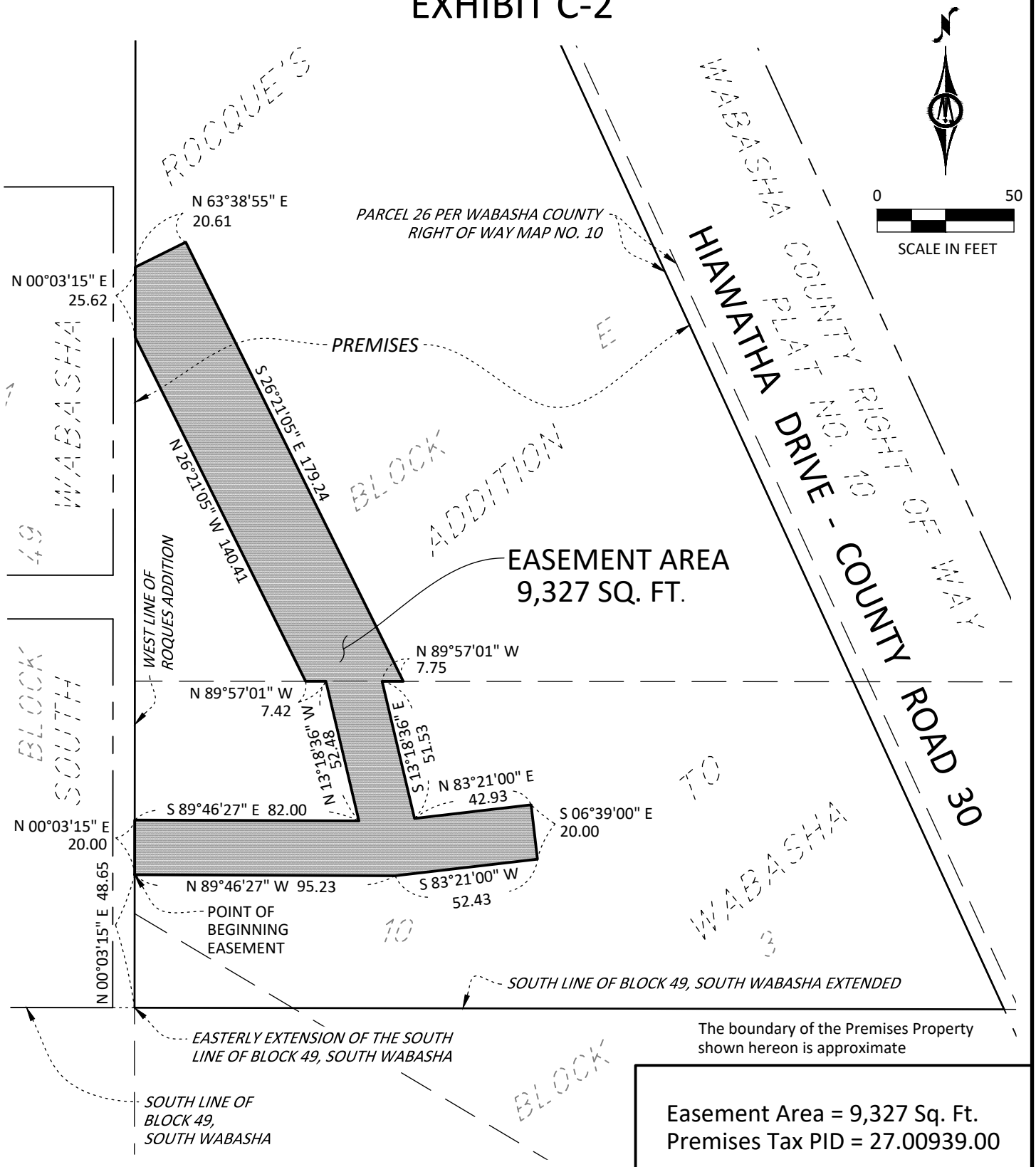
BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

FOR: CITY OF WABASHA

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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EXHIBIT C-2



The boundary of the Premises Property shown hereon is approximate

Easement Area = 9,327 Sq. Ft.
Premises Tax PID = 27.00939.00

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CERTIFICATE OF EASEMENT
WABASHA, MINNESOTA

LOT 10, BLOCK 3 AND BLOCK E, ROCQUE'S ADDITION
WABASHA COUNTY, MINNESOTA

FOR: CITY OF WABASHA

BOLTON & MENK
2900 43RD STREET NW
SUITE 100
ROCHESTER, MN 55901
(507) 208-4332

JOB NUMBER: 0H1.128626 FIELD BOOK: DRAWN BY: JPB

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City Council Regular **10. 2.**

Meeting Date: 06/06/2023

ITEM TITLE: Update on 2023 Street Project

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Bids will be opened the morning of this meeting. Katy Gehler will share preliminary results from the bidding and an update on options regarding assessments.

City Council Regular **10. 3.**

Meeting Date: 06/06/2023

ITEM TITLE: Approval for making repairs to existing ambulance, up to $25,000.

DEPARTMENT: Ambulance

PURPOSE:

Approval of making repairs of existing ambulance, up to an amount determined at Council based on quotes. A new ambulance has been ordered for the Wabasha Ambulance Service but we are 18 months out from receiving and are still in the process of applying for grants from USDA to help cover some of the costs of the ambulance. Two options were presented to the Ambulance Commission, purchasing a loaner ambulance for $17,000 or fixing the existing ambulance, cost up to $25,000. While a decision is being made, the loaner ambulance is being leased by the Department. T

ITEM SUMMARY:

A new ambulance has been ordered for the Wabasha Ambulance Service to replace "972" but we are 18 months out from receiving it and are still in the process of applying for grants from USDA to help cover some of the costs of the ambulance. 972 is the second ambulance and allows the City of Wabasha to take transfers and have a back up vehicle in the case of multiple calls.

Two options were presented to the Ambulance Commission on May 31st, purchasing a loaner ambulance for $17,000 with an optional $2000 costs for flooring and $2000 for lettering or fixing the existing ambulance, cost up to $25,000. While a decision is being made, the loaner ambulance is being leased by the Department. The Ambulance Commission discussed the issue and requested the Director obtain a detailed quote and written assurance that this would address all issues with the ambulance with no further costs. They also requested the Director obtain an additional quote from second company to repair the ambulance. Ambulance staff called several other companies who stated that they could not work on the Air Ride system. With attempts to obtain two detailed estimates plus assurances this will ensure the existing ambulance is operational, Ambulance Commission would recommend to move forward on repairing the ambulance.

COMMITTEE RECOMMENDATION:

This was discussion at ambulance commission and their recommendation will be shared at the meeting.

STAFF RECOMMENDATION:

Action to approve or refer to Special Meeting or refer to Ambulance Commission.

Attachments

972 Issues

Everest Emergency Vehicles Invoice 01003326

972 Issues

- Issues with the air ride has been ongoing since I started in September.
- On May 9th, 2023 I took it to Minnesota Truck and Trailer to have the air ride looked at. (See attached Invoice for $282.20). It was found that a sensor was corroded and was telling the system it was empty even though it was full causing the compressor to continuously run putting undue strain on the compressor. At that time, they were unable to find any parts to continue looking into. At that time they said the truck could continue to operate. They stated that is because the system had failed in the up position so it was riding on the air bags and not the frame.
- We continued to have compressor issues and it was scheduled to go to Everest Emergency Vehicles on May 25th to have it looked at again.
- See attached Everest Email for more information
- As of May 25th, 2023 They were able to bypass some of the systems so the vehicle could be driven back to Wabasha but stated that it should not be placed back in service.





972 Options

- To remove the old system and replace it with a new liquid system it will cost between $22,000-$25,000. To just replace the ECU computer for the old system it would be $4,000.
- Purchase a used 2008 Ford E450 Ambulance for $17,000. This ambulance has 107,000 miles on it with similar layout. Would need lettering due to the time we would have it and actually owning the vehicle. (state says they can be magnetic). Cost unknown at this time. Ambulance has a Oxygen lift in it already. If desired it would need to have the floor reinforced to have the powerload system installed from our old ambulance at a cost of $2,000. (Recommend this option with the additional money for the powerload to help possibly reduce injuries.)
- Use a loaner until our New Ambulance is delivered. Cost is $3,000 per month with a 1,000 mile allowance and $1 per mile over the 1,000. We would need it for estimate 18 months which would cost $54,000.
- Other option is to do nothing and run with one ambulance until the new ambulance comes. (not recommended).
- Since 5/25/23 – We turned down 7 transfers that I am aware of but were able to cover all 911 calls. By using the lowest possible reimbursement rate for both base rates and mileage, and total miles to each destination.....We lost $4,639.33 in revenue. There may have been more transfers that we were bypassed on.

5/25/2023	216	Day Shift	St. Elizabeth's	MCHS - La Crosse
5/26/2023	220	Day Shift	MCHS - Lake City	St. Francis - Shakopee
5/26/2023	221	Day Shift	St. Elizabeth's	Winona Health
5/29/2023	227	Night Shift	MCHS - Lake City	St. Mary's
5/29/2023	228	DayShift	St. Elizabeth's	Gundersen - La Crosse
5/29/2023	229	Night Shift	St. Elizabeth's	Gundersen - La Crosse
5/30/2023	231	Day Shift	St. Elizabeth's	Gundersen - La Crosse

Ryan Marking

From: bob.harris@everestev.com
Sent: Tuesday, May 30, 2023 1:15 PM
To: Ryan Marking
Cc: burtaustyn9@gmail.com
Subject: Wabasha Unit 972
Attachments: IMG_9183.jpg; IMG_9184.jpg

Hello,

Thank you for bringing in your EMS unit 972 for evaluation of the Link suspension. When the vehicle arrived the Link suspension was acting erratically and slightly leaning to the driver side. The suspension is designed to operate only when the vehicle is in park, the emergency brake applied and the rear entry door open. While the vehicle was here it was noticed that the vehicle would lower and lift randomly without these parameters in place. This poses a safety issue, a ride comfort issue for patients being transported as the vehicle could randomly drop along with difficulty for EMS staff providing patient care. After evaluating the Link suspension and contacting Link for support it was determined the compressor and ECU were defective. We also found that the leveling valves on both sides were severely weathered and were falling apart which is adding to the other issues. The leveling valves are no longer available and there isn't a replacement per Link Manufacturing. The compressor and ECU would be available but without the leveling valves, replacing these items wouldn't solve the issues you are experiencing. Note when the vehicle was in our shop, we noticed a rather large puddle of steering fluid on the floor and there appears to be a leak under hood (See Photos). Due to the unavailability of the Link suspension valves, there currently isn't a repair for this unit and it would be our recommendation this vehicle isn't used for 911 services. One last item of concern would be that if the unit doesn't dump this would no longer meet the load height requirements. Please feel to reach out if you have any additional questions.

Regards,

Bob Harris
Sales Support – Fleet Sales

Everest Emergency Vehicles
8 South Owasso Blvd
Little Canada, Minnesota 55117
651-236-8949 Direct
651-690-1871 Fax
bob.harris@everestev.com

Visit us on Facebook

Wheeled Coach, Road Rescue and Remount Dealer

EVEREST
EMERGENCY VEHICLES, INC.

Ryan Marking

From: Ross Taylor <wisales@everestev.com>
Sent: Thursday, May 18, 2023 12:04 PM
To: Ryan Marking
Subject: RE: Repair and Replacement Options

Loaner cost is:
$3,000/month with 1,000 mile allowance
$1/mile over 1,000 mile/month allowance

Ross Taylor
Sales Representative – Wisconsin/Iowa
Everest Emergency Vehicles, Inc.
Toll Free: (800) 889-6143 Ext 948
Direct : (651) 236-8948
Fax: (651) 690-1871
www.everestev.com

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EVEREST
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From: Ryan Marking <ambdir@wabasha.org>
Sent: Thursday, May 18, 2023 12:03 PM
To: wisales@everestev.com
Subject: RE: Repair and Replacement Options

Ross,
Do you have the loaner cost?

Ryan T. Marking, NRP

Ryan T. Marking, Ambulance Director
City of Wabasha

Office Line: 651-565-2633
Mobile: 651-380-8109

Email: ambdir@wabasha.org
129 Hiawatha Dr. W, Wabasha, MN 55981

From: Ross Taylor <wisales@everestev.com>
Sent: Thursday, May 18, 2023 12:01 PM
To: Ryan Marking <ambdir@wabasha.org>
Subject: Repair and Replacement Options

Ryan,

Thanks for contacting Everest Emergency Vehicles "EEV" for your service needs.

- EEV will be contacting you do discuss repair options for your air suspension system
  - Existing system may be able to be repaired
- Replacement ambulance
  - 2010 Road Rescue/Ford E-450 w/Zico O2 lift
    - 107,000 miles
      - $17,000
- Remove old air suspension and replace with new Liquid Spring system
  - $22,000 to $25,000 (estimated cost)

Best Regards,

Ross Taylor
Sales Representative – Wisconsin/Iowa
Everest Emergency Vehicles, Inc.
Toll Free: (800) 889-6143 Ext 948
Direct : (651) 236-8948
Fax: (651) 690-1871
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EVEREST
EMERGENCY VEHICLES, INC.
8 South Owasso Blvd ♦ Little Canada, Minnesota 55117
Toll Free: 800.889.6143 ♦ Phone: 651.690.1867 ♦ Fax: 651.690.1871
www.everestev.com

On this day of 5/31/2023 Everest Emergency Vehicles hereby leases to Wabasha Ambulance, hereafter referred to as "lessee", Everest's unit number U178, with the Vehicle Identification Number (VIN) of 1FDXE45P78DA35552 for the rate of $100.00 US dollars per day and $1.00 US dollars per mile to the customer. The lessee shall keep in force adequate insurance to cover any damages caused to the vehicle and shall keep in force adequate liability insurance to cover any potential damages. The lessee will furnish Everest Emergency Vehicles with a Certificate of Insurance upon execution of the lease. The lessee shall assume all liability arising from the use of this vehicle and its components. The lessee shall be responsible for all repairs and maintenance to the vehicle and its components. In the event of a major mechanical failure, (internal engine damage, transmission, etc.) and the cause is not lack of proper maintenance or misuse, Everest Emergency Vehicles will have the sole option to terminate the lease or to authorize repairs. The vehicle will be kept in the same condition in which it has been delivered, normal wear and tear accepted.

The lessee is responsible for picking up and returning the above vehicle to Everest Emergency Vehicles at its facility in Little Canada, Minnesota.

Everest Emergency Vehicles makes no statement of warranty either expressed or implied.

Lessee's Insurance Company Name: League of Minnesota Cities.

Signed:	Signed:
By: Ryan T. Marking	By: R. Ross Taylor
Lessee	Everest Emergency Vehicles
Date Vehicle Received:	Beginning Mileage: 107005
Date Vehicle Returned:	Ending Mileage:
Number of Days Used:	Mileage Used:

Any lease fees may be applied as down payment towards ownership

Everest Emergency Vehicles
8 South Owasso Blvd. • Little Canada, MN 55117
Phone 800-889-6143 • Fax 651-690-1871
www.everestev.com

Ship To: WABASHA AMBULANCE SERVICE
900 HIAWATHA DR E
WABASHA, MN 55981

Invoice To: WABASHA AMBULANCE SERVICE
129 HIAWATHA DR W
WABASHA MN 55981

Branch			
01 - ST. PAUL, MN			
Date	Time		Page
06/02/2023	9:32:04 (O)		1
Account No	Phone No	Inv No	01
WABAS002	6515652633		003326
Ship Via	Purchase Order		
	PENDING		
Tax ID No			
		Salesperson	
		301	

ESTIMATE EXPIRY DATE: 07/02/2023

SERVICE ESTIMATE

Stock #: CUSSTK CUSTOMER STOCK MS #: CUSTOMER STOCK
Make: MI Model: CUSSTK
Is to have the following work done by 07/28/2023 (Estimated)

LIQUID SPRING INSTALLATION
ADDITIONAL DESCRIPTION:
INSTALLATION OF LIQUID SPRING SUSPENSION SYSTEM ON WABASHA AMBULANCE UNIT 922, THIS WOULD REQUIRE THE REMOVAL OF THE EXISTING LINK SUSPENSION AND ADDING BACK A REAR OEM SWAYBAR.

Part#	Description	Qty	Price	Amount
DS137FS2	R4500 LIQSPRING	1	12332.25	12332.25
11009	SWAY BAR OEM	1	708.75	708.75
10148815	MAGNETIC SWITCH	1	21.64	21.64
10474-005	LIQSPRING FLUID	2	158.24	316.48

MISCELLANEOUS CHARGES:	Description	Price	Amount
	ENVIROMENTAL	100.00	100.00
	MISC/SHOP SUPP	450.00	450.00

Parts:	13379.12
Labor:	10800.00
Miscellaneous:	550.00
TOTAL:	24729.12

Authorization: _____

Thank you for choosing Everest Emergency Vehicles, your business is appreciated!

City Council Regular **10. 4.**

Meeting Date: 06/06/2023

ITEM TITLE: Resolution 18-2023 Recognizing June 19 as Juneteenth Day

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Governor Walz signed a bill into law recognizing Juneteenth as a state holiday. The City of Wabasha will recognize June 19 as Juneteenth Day, a City of Wabasha holiday with the closure of City offices; and the date and rules of observance of the holiday shall be as specified in Minnesota Statutes §645.44, effective immediately. In 2023, Juneteenth Day and Columbus Day will both be recognized as holidays for City of Wabasha employees. Beginning in 2024, Columbus Day will no longer be recognized as a holiday for City of Wabasha employees and will be replaced with a second floating holiday. This change will become effective in the 2024 personnel policies and police union contract. Replacing Columbus Day with a second floating holiday in 2024 will help keep the budget neutral since Columbus Day hours worked would be paid at time and a half if left as a city holiday.

Attachments

18-2023 Resolution Recognizing June 19 as Juneteenth Day

CITY OF WABASHA, MINNESOTA
CITY COUNCIL RESOLUTION 2023-18
RESOLUTION REGOGNIZING JUNE 19 AS JUNETEENTH DAY

WHEREAS, Juneteenth is recognized as the end of slavery in the United States and has been established as a new federal holiday.

WHEREAS, President Abraham Lincoln first issued the Emancipation Proclamation effective January 1, 1863, freeing the slaves in the South. However, southern slave owners ignored that order. On June 19th, 1865, Union soldiers arrived in Galveston, Texas and enforced the president's order, freeing the slaves two and a half years after it was first decreed. This day has since come to be known as Juneteenth.

WHEREAS, the State of Minnesota outlines holidays in State Statute and after being duly passed in both the House (HF 48) and the Senate (SF 13) and then amended to be effective immediately, the Governor signed the bill into law recognizing Juneteenth as a state holiday; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WABASHA, MINNESOTA:

Recognize June 19 as Juneteenth Day as a City of Wabasha holiday with the closure of City offices; and the date and rules of observance of the holiday shall be as specified in Minnesota Statutes §645.44, effective immediately.

BE IT FURTHER RESOLVED THAT beginning in 2024, Columbus will no longer be recognized as a holiday for City of Wabasha employees and will be replaced with a second floating holiday and this change shall become effective in the 2024 personnel policies and police union contract.

PASSED by the City Council of the City of Wabasha on this 6th day of June 2023.

ATTEST:

_____ _____

City Clerk Mayor

VOTE: ___ DURAND ___ FRIEDMEYER ___ MEURER___ WALLERICH
___ WODELE ___ SULLA ___ JENSEN

City Council Regular **10. 5.**

Meeting Date: 06/06/2023

ITEM TITLE: Approval of Wabasha Housing Study and Strategies

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

On May 24, 2023 City Council and Port Authority held a joint workshop. At the workshop Tom Leighton from Stantec presented data and research on the Wabasha Housing Market and strategies for addressing challenges identified in the study. The study found that there is an unmet demand for housing in Wabasha, depending on pricing of that housing. A copy of the powerpoint is available here: https://www.wabasha.org/wp-content/uploads/Wabasha-City-Council-Presentation.pptx.

Key strategies recommended in the report:
- Wabasha has a demand for housing and needs more housing- off all types for all income levels.
- Encourage multi-family development and rent-restricted workforce housing.
- Impelement subdivision strategies to encourage single family housing development.
- Look at zoning code changes for accessory dwelling units.
- Look at zoning code to allow for tiny homes.
- Identify ways to improve housing quality at existing mobile home parks.
- Section 8 voucher acceptance
- Create revolving subdivision fund.
- Create housing trust funds.
- Look at new state housing resources.

ACTION REQUIRED:

Approve the Housing Strategies and Housing Report.

Attachments

Wabasha Housing Study - Complete Draft, May 2023







Wabasha Housing Study

May, 2023

Stantec

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I. Introduction

The City of Wabasha is an attractive community in Wabasha County at the south end of Lake Pepin and midway between the cities of Redwing and Winona. Its greatest period of population growth was in the late 19th Century. By 1900 its population was around 2,500, which is similar to its current population.

Wabasha is a riverfront community with a walkable, pedestrian friendly main street. It is an employment hub and a medical and shopping destination for surrounding areas. It offers a mix of housing types but has seen only modest housing growth despite the fact that many of the workers in area businesses commute to Wabasha for work every day. Other needs include maintenance-free housing options for seniors, housing options that span the economic range from deeply affordable homes to starter homes to executive homes, and additional rental housing.

The Wabasha Housing Study was initiated in light of this general context to better understand Wabasha's housing inventory and market conditions, and to identify strategies for expanding housing options material that follows is organized in these sections.

- Demographics
- Housing Inventory
- Housing Development Market
- Estimating Housing Demand
- Housing Strategies

The first four sections of the report are the analytical elements of the study. Each section concludes with key findings and observations. They build a foundation for the fifth section of the report, which offers strategies for providing and preserving housing in Wabasha in ways that leverage opportunities and address community needs.

II. Demographics

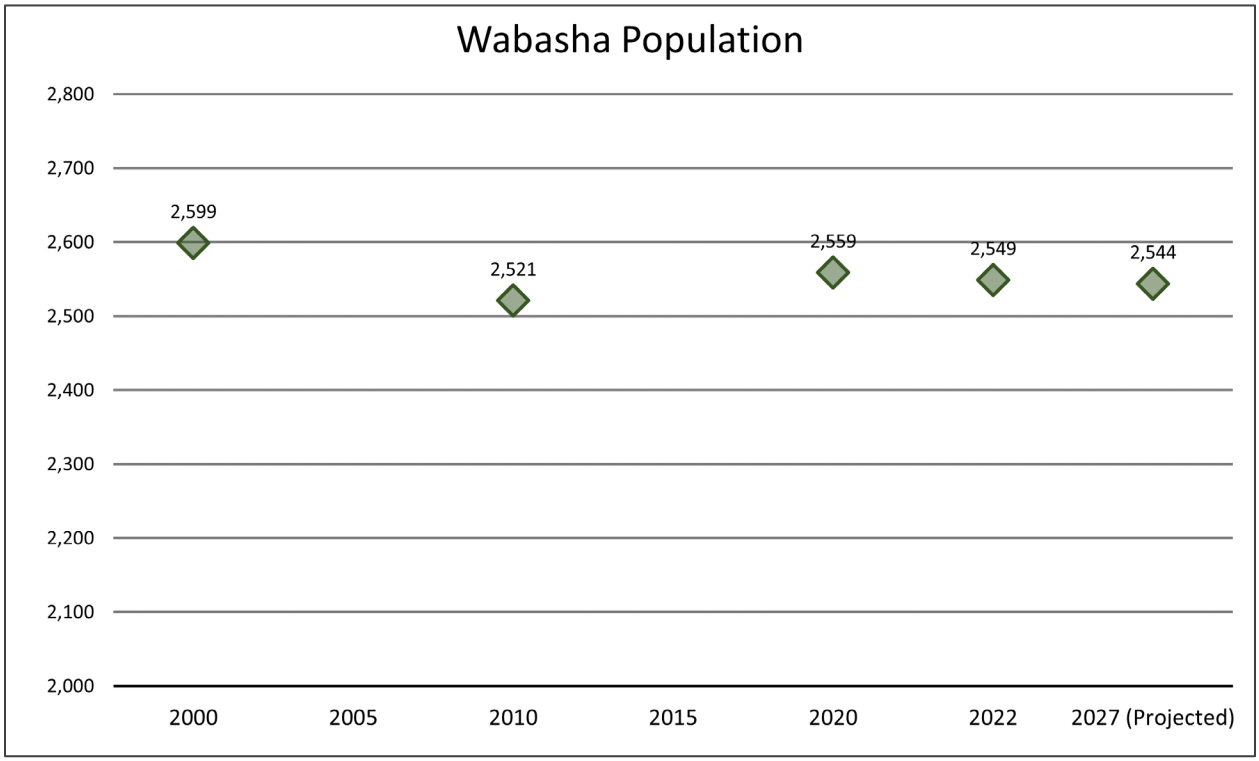
Understanding the demographics of Wabasha's population is important for understanding its needs and proposing effective housing strategies. These demographics are closely correlated with the types of housing that are common in the community—including a mix of single family homes, apartments and condominiums, and mobile homes.

Many of the charts in this section compare Wabasha's population with three nearby cities—Lake City, Plainview, and Zumbrota—as well as to the broader geographies of Wabasha County and the state of Minnesota.

Population Growth

Wabasha's population has held relatively constant over the last two decades, and ESRI's Business Analyst projects that pattern to continue in the near future.

Exhibit 1. Wabasha Population from 2000 to 2027, Including Estimated 2022 and Projected 2027



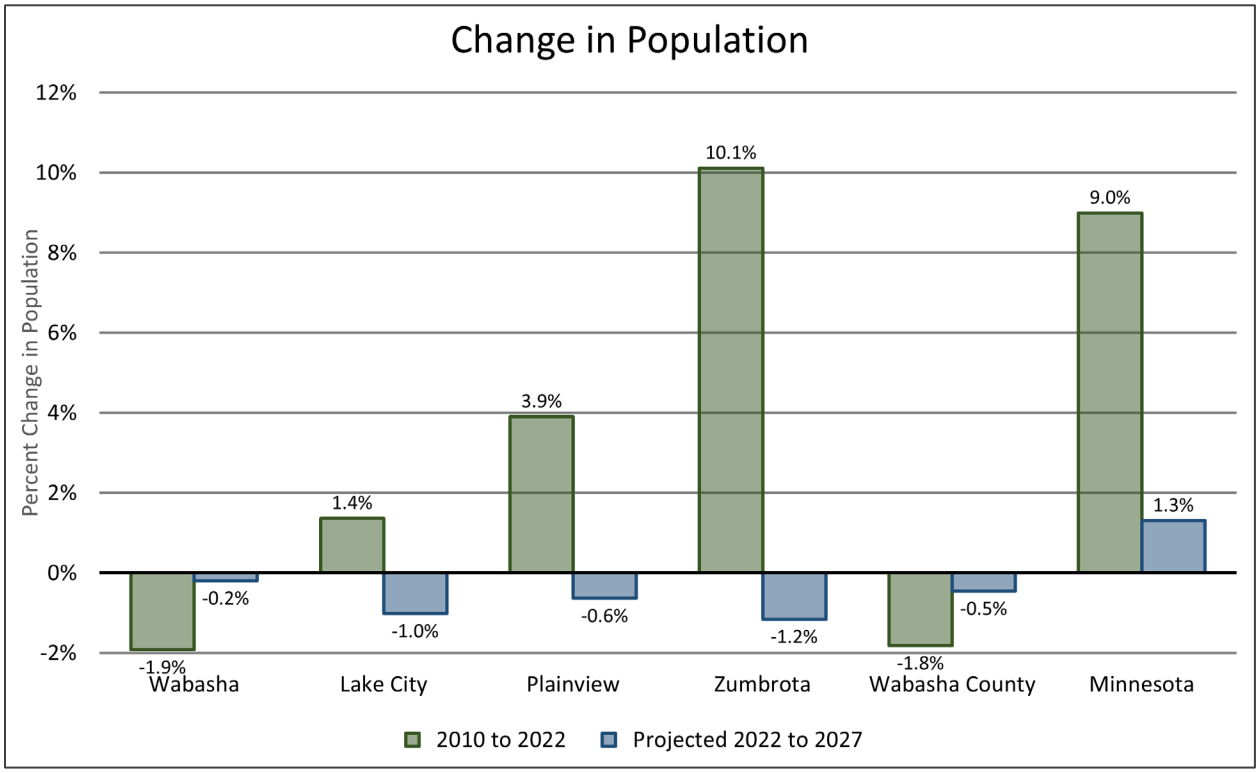
Source: US Census Bureau, ESRI Business Analyst

Of course, Wabasha's actual population trajectory can be influenced by strategies that increase the housing that is available.

Wabasha's growth in the past decade has lagged a bit in comparison to nearby Plainview and Zumbrota, but none of the comparison cities are projected to grow significantly over the next five years.

From 2010 to 2020 Wabasha's population grew at a similar rate to the comparison cities. (See Exhibit 2.) Like Wabasha, the growth rate of the comparison cities is forecasted to flatten out to some degree in the near future. Modest growth is also projected for the state of Minnesota overall.

Exhibit 2. Population Growth, Wabasha and Comparison Geographies, 2010 to Projected 2027

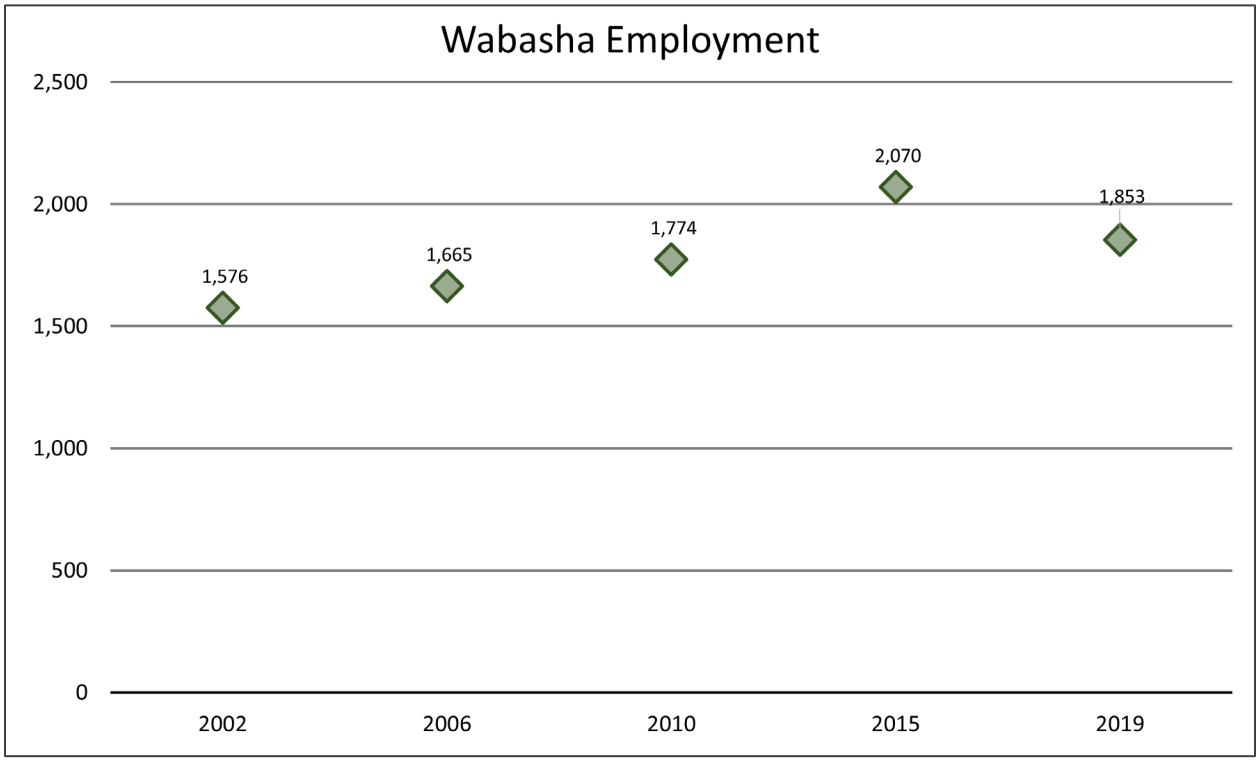


Source: US Census Bureau, ESRI Business Analyst

Employment

Employment growth can be a driver of housing demand. Wabasha is a jobs-rich community within Wabasha County. There are almost three jobs in Wabasha for every 4 persons living in Wabasha. Its employment has increased by around 17% between 2002 and 2019.

Exhibit 3. Total Employment in Wabasha, 2002 to 2019



Source: OnTheMap, US Census Bureau

Exhibit 4 shows that almost twice as many workers commute into Wabasha for work than there are Wabasha residents who leave Wabasha for work. Around 44% of all of the jobs in Wabasha County are located in the City of Wabasha.

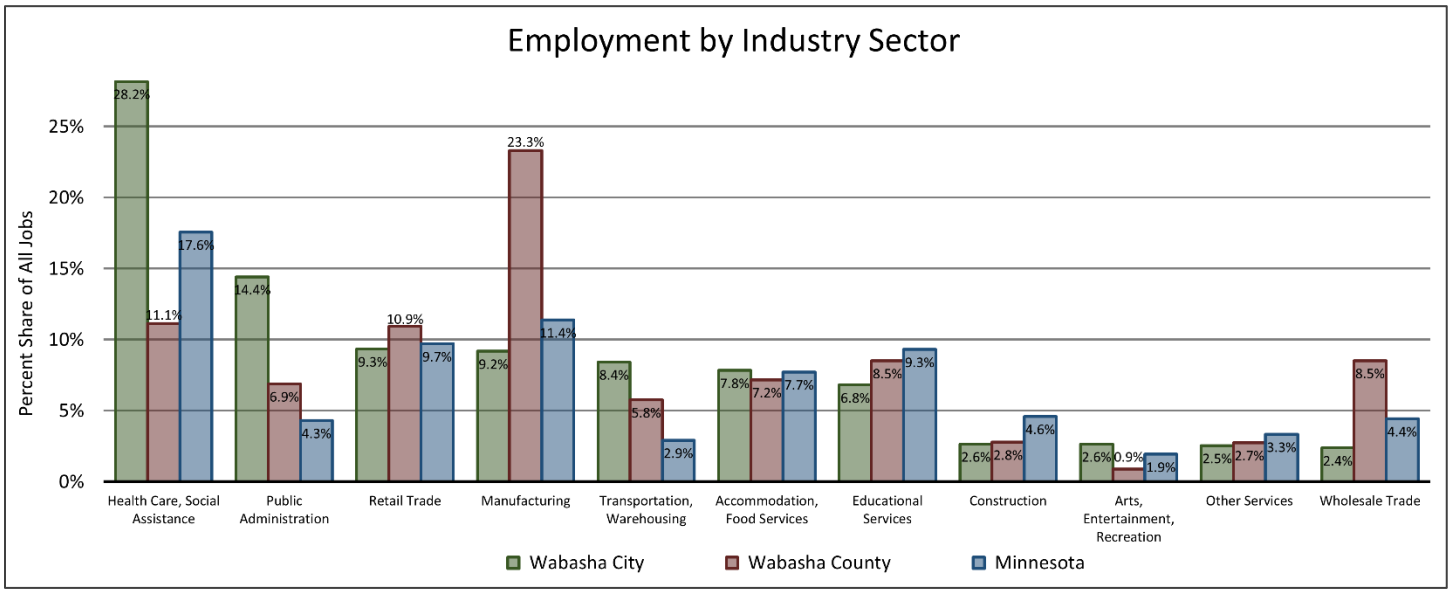
Exhibit 4. Employment Inflow and Outflow, City of Wabasha and Wabasha County, 2019



Source: OnTheMap, US Census Bureau

Wabasha's job base is anchored by the health care and public administration sectors, as can be observed in Exhibit 5. Manufacturing is the leading employment sector in Wabasha County as a whole.

Exhibit 5. Top Ten Industry Sectors, by Share of All Jobs, 2019

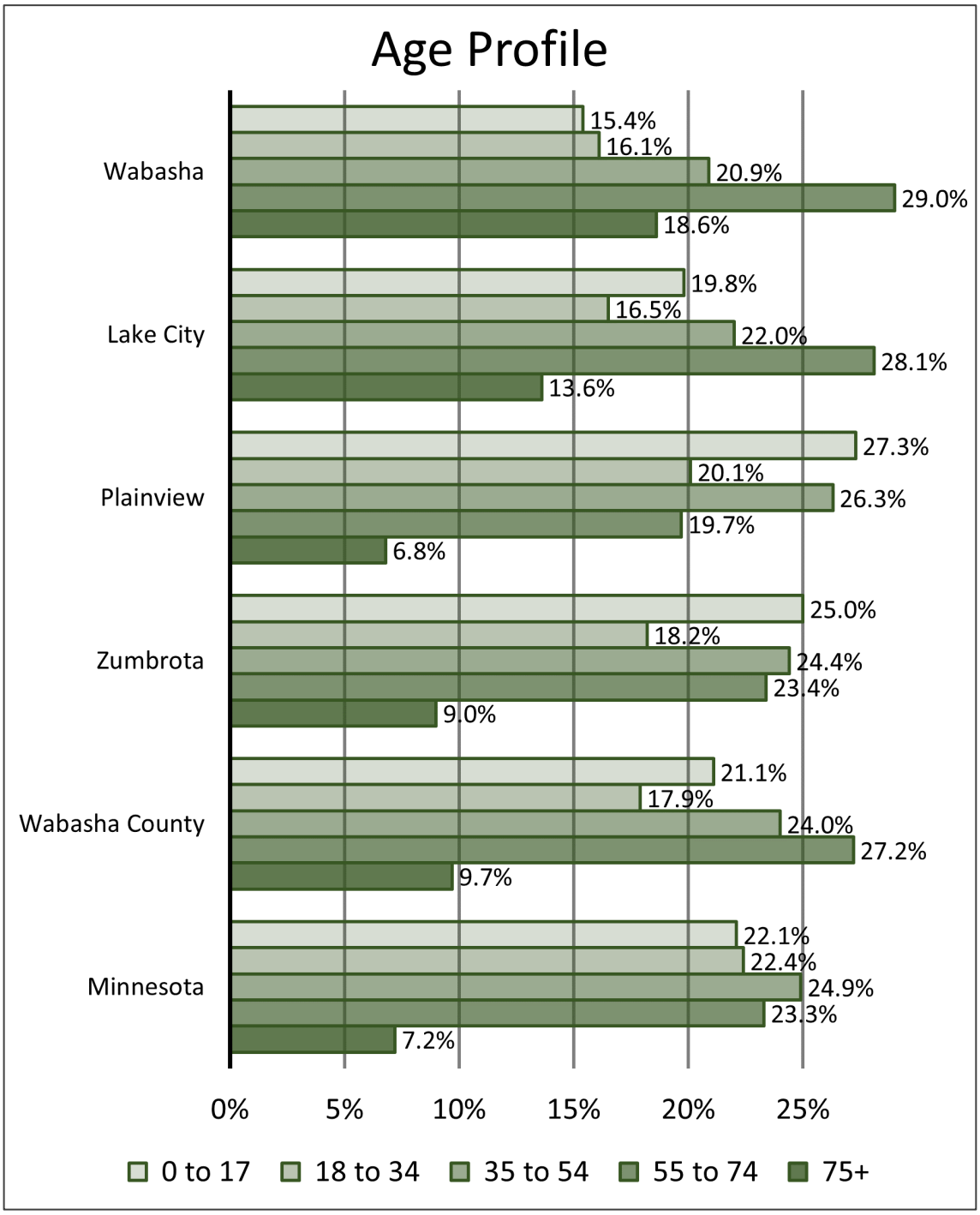


Source: OnTheMap, US Census Bureau

Age

Wabasha's age profile skews older than average for Minnesota cities. Nearly half the population is 55 years old or older. It has correspondingly fewer children and young adults.

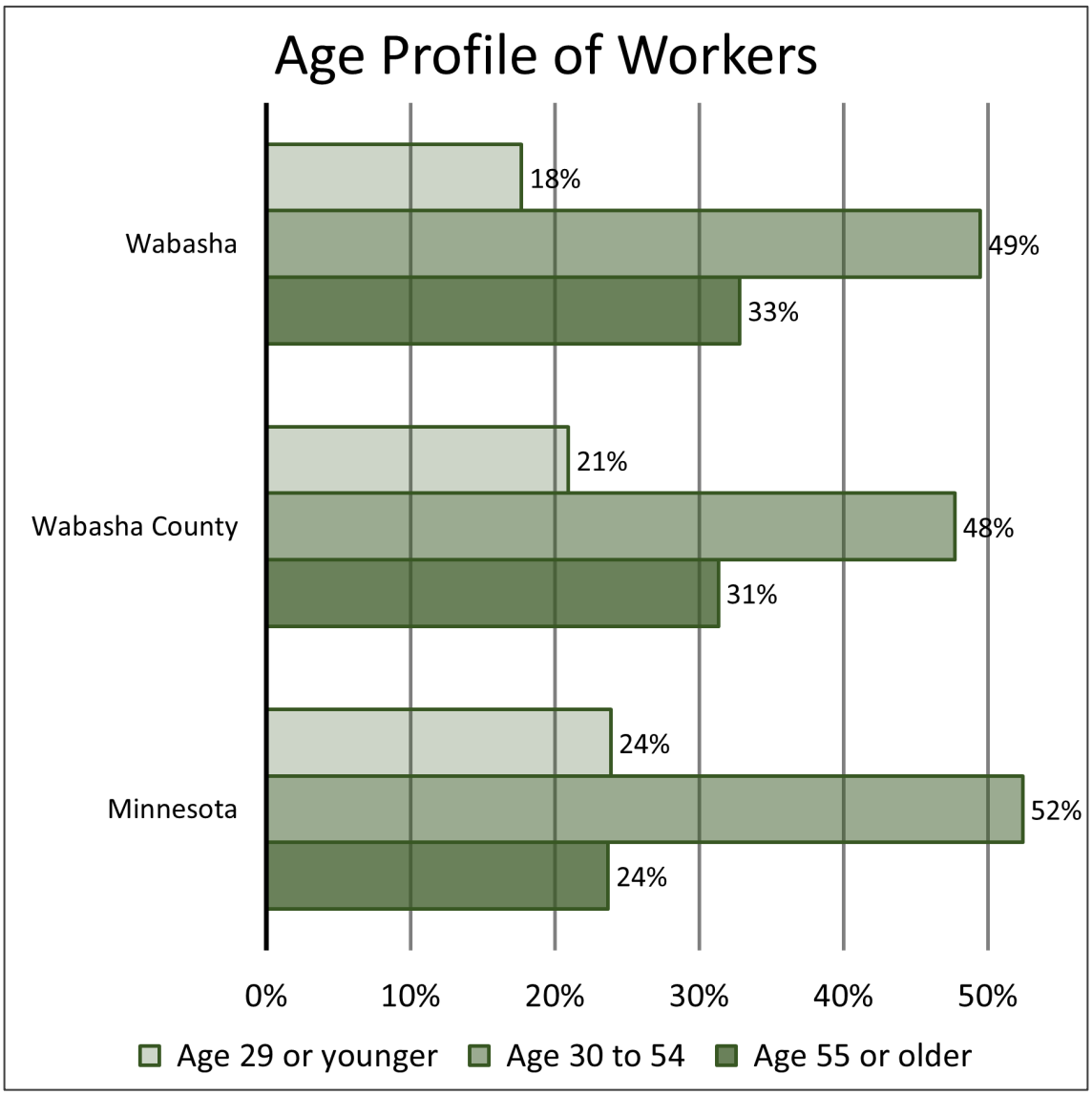
Exhibit 6. Age Profile, Wabasha and Comparison Geographies



Source: ESRI Business Analyst, based on U.S. Census Bureau, 2016-2020 American Community Survey

Note that the age profile of those who work in Wabasha is fairly similar to that of Wabasha County as a whole. (See Exhibit 4.) That suggests that building housing that is attractive to Wabasha's workforce would bring in a younger, more family oriented demographic, making the City's demographic profile more similar to that of other cities in the area, and the State of Minnesota as a whole.

Exhibit 7. Age Profile of Workers, Wabasha and Comparison Geographies

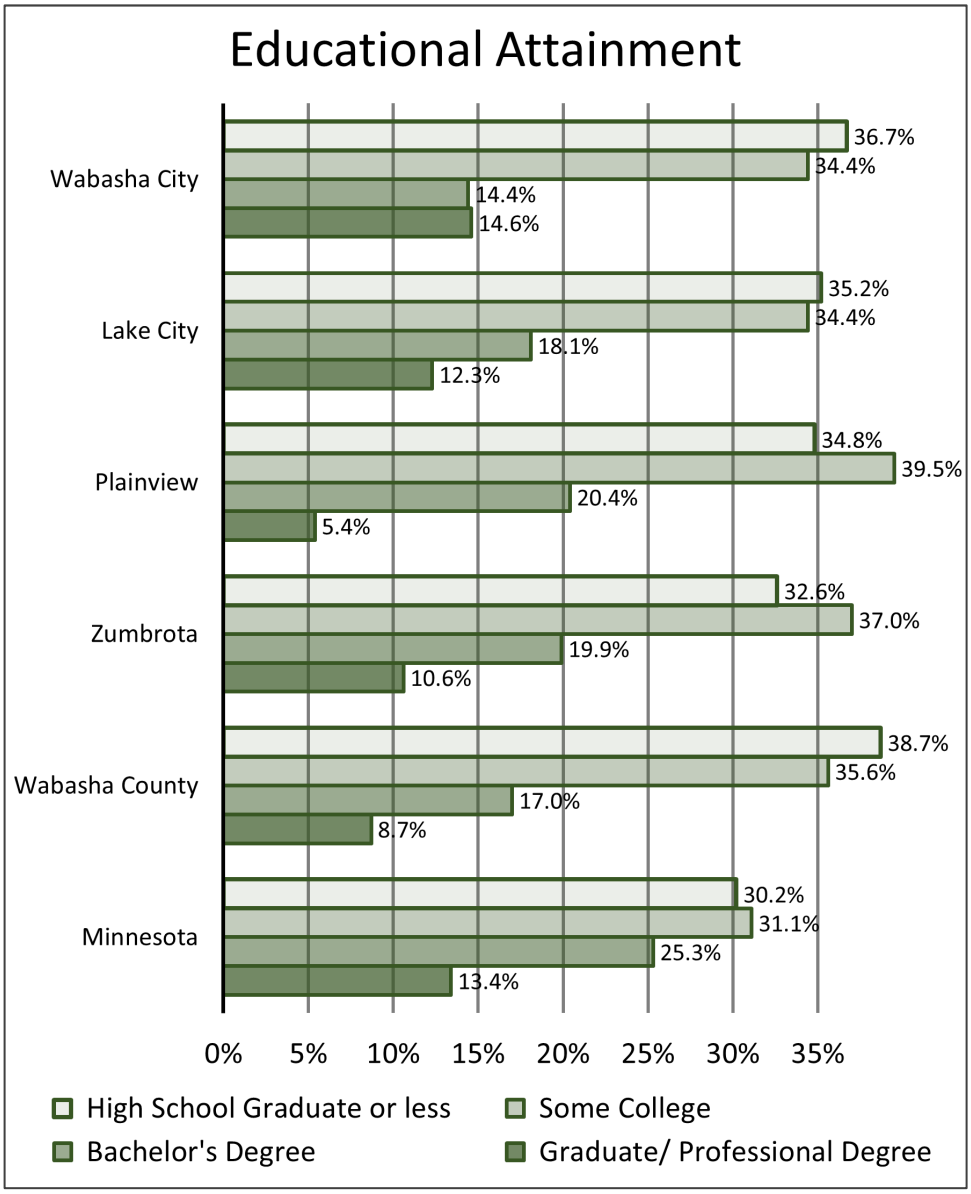


Source: OnTheMap, US Census Bureau

Educational Attainment

More Wabasha residents than average have advanced degrees, likely due to the City's health care employment. The City also has higher than average numbers of people who have not pursued additional education beyond high school.

Exhibit 8. Educational Attainment, Wabasha and Comparison Geographies

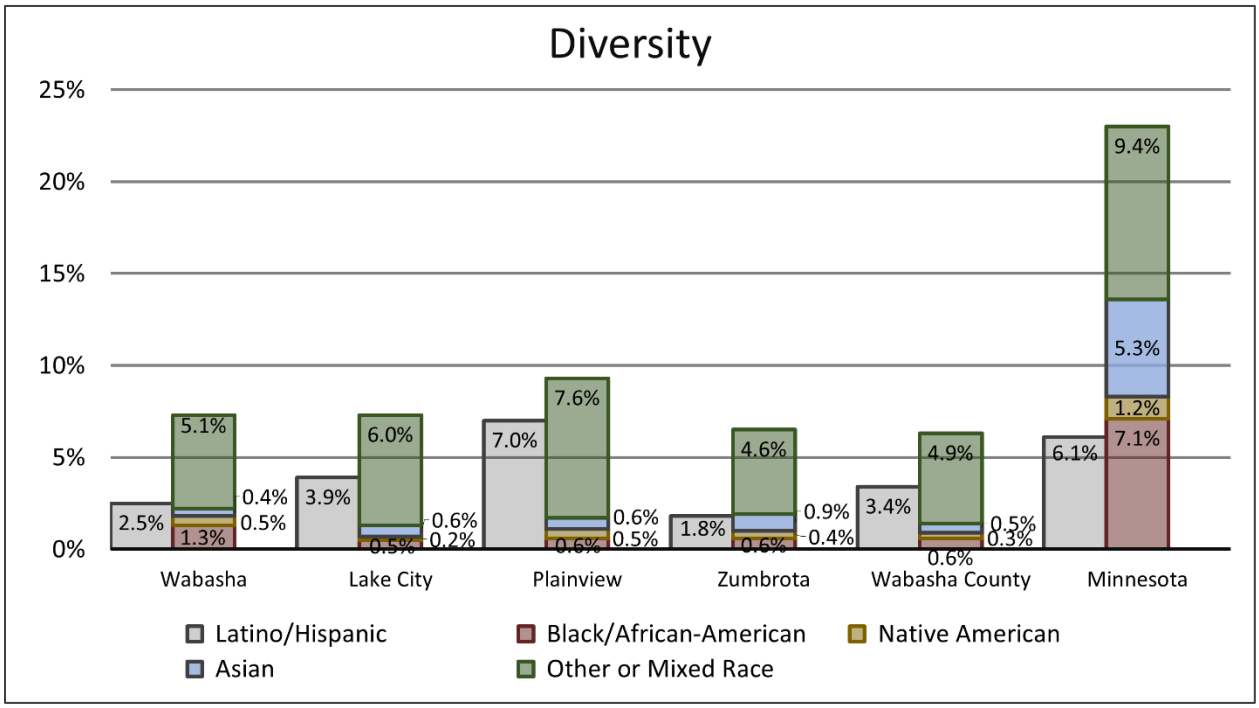


Source: ESRI Business Analyst, based on U.S. Census Bureau, 2016-2020 American Community Survey

Race and Hispanic Origin

Wabasha is quite similar to other nearby cities with respect to diversity. It has relatively low numbers of non-white residents, and low numbers of Latinos as well.

Exhibit 9. Nonwhite and Hispanic/Latino Share of Population
Wabasha and Comparison Geographies

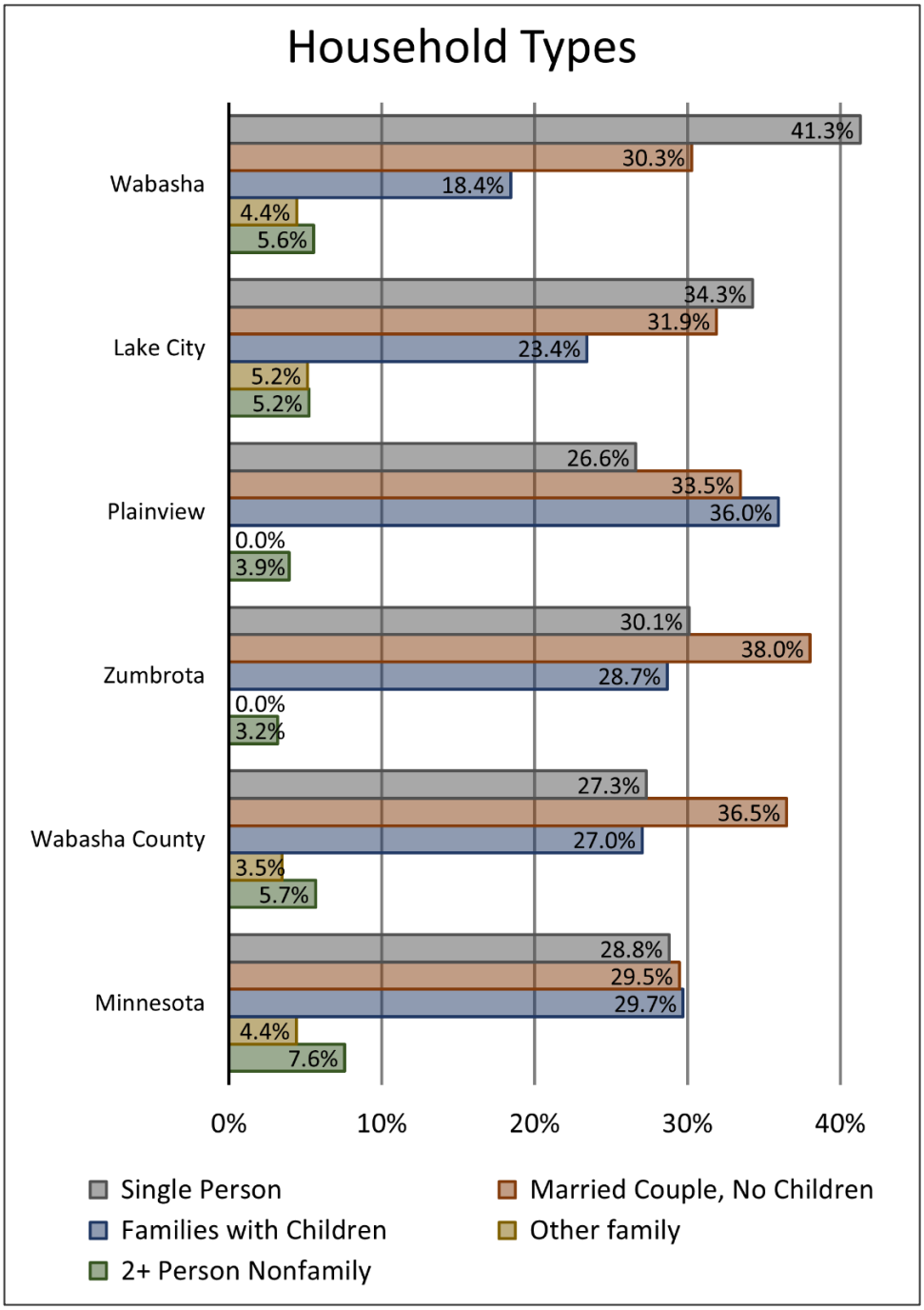


Source: ESRI Business Analyst, based on U.S. Census Bureau, 2016-2020 American Community Survey

Household Types

Wabasha has a higher than average proportion of single person households, and lower than average proportion of families with children. These observations are consistent with its older than average age profile.

Exhibit 10. Household Types, Wabasha and Comparison Geographies

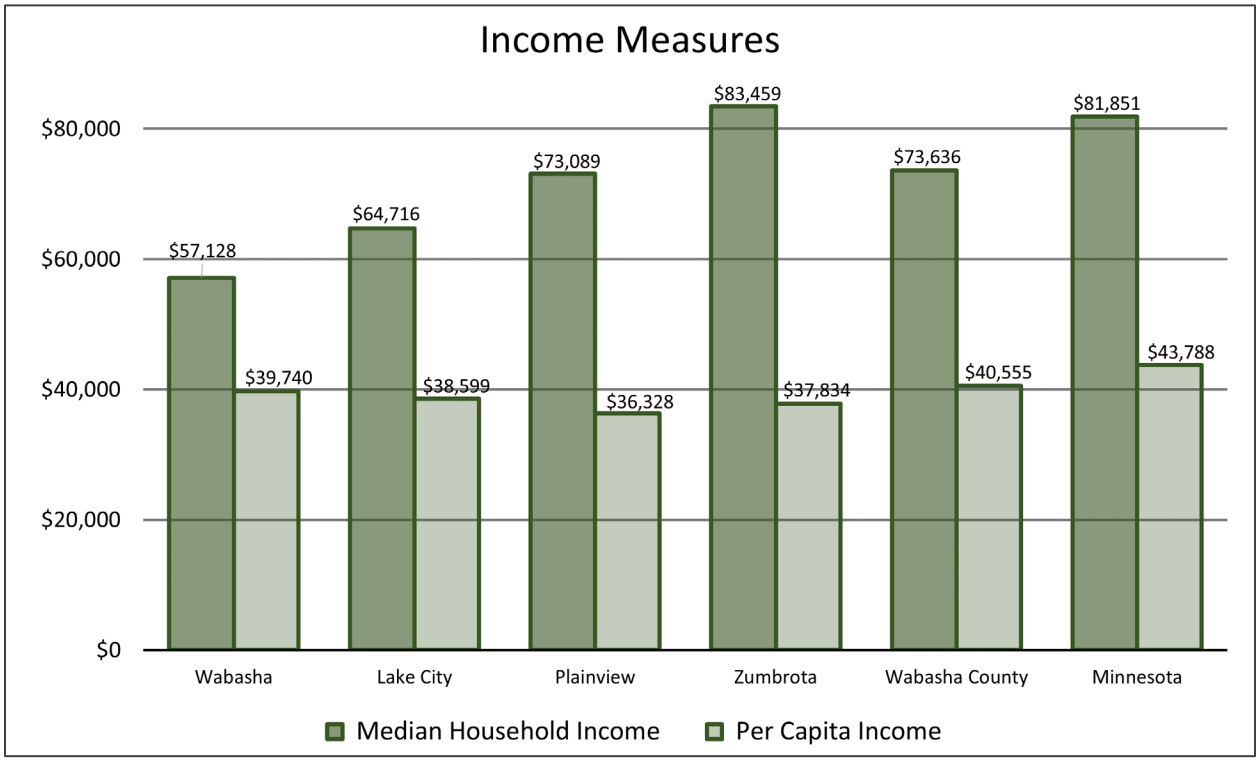


Source: ESRI Business Analyst, based on U.S. Census Bureau, 2016-2020 American Community Survey

Household Income

Household income levels in Wabasha are lower than the comparison geographies, although per capita incomes are similar. This observation aligns with the prevalence of smaller households in Wabasha.

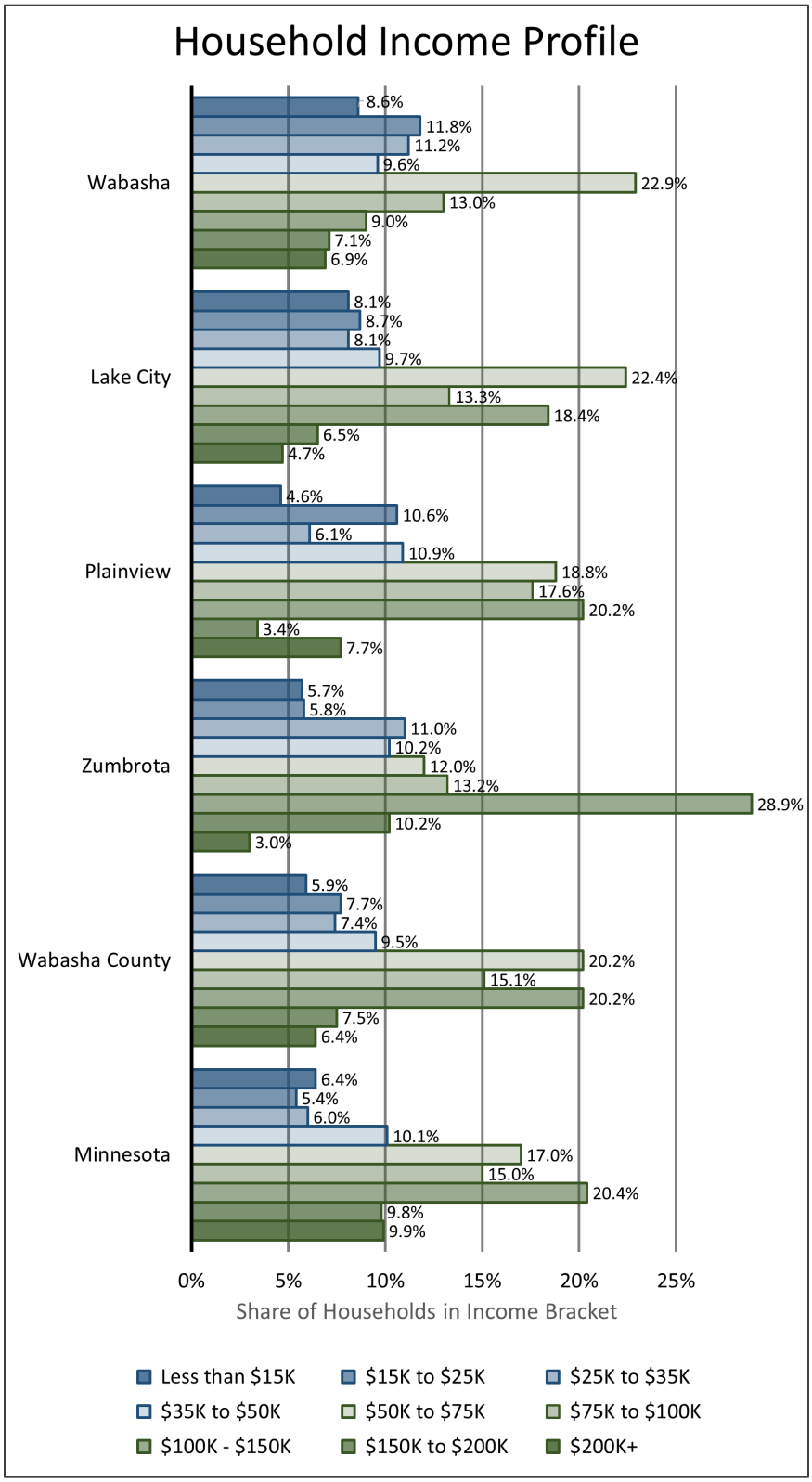
Exhibit 11. Household and Per Capita Income, Wabasha and Comparison Geographies



Source: ESRI Business Analyst, based on U.S. Census Bureau, 2016-2020 American Community Survey

Exhibit 12 provides a more detailed view of household incomes in Wabasha and comparison cities. Compared to the other geographies, a greater share of Wabasha's households are in the lowest income brackets. Over 30% of Wabasha's households earn under $35,000 per year.

Exhibit 12. Household and Per Capita Income, Wabasha and Comparison Geographies



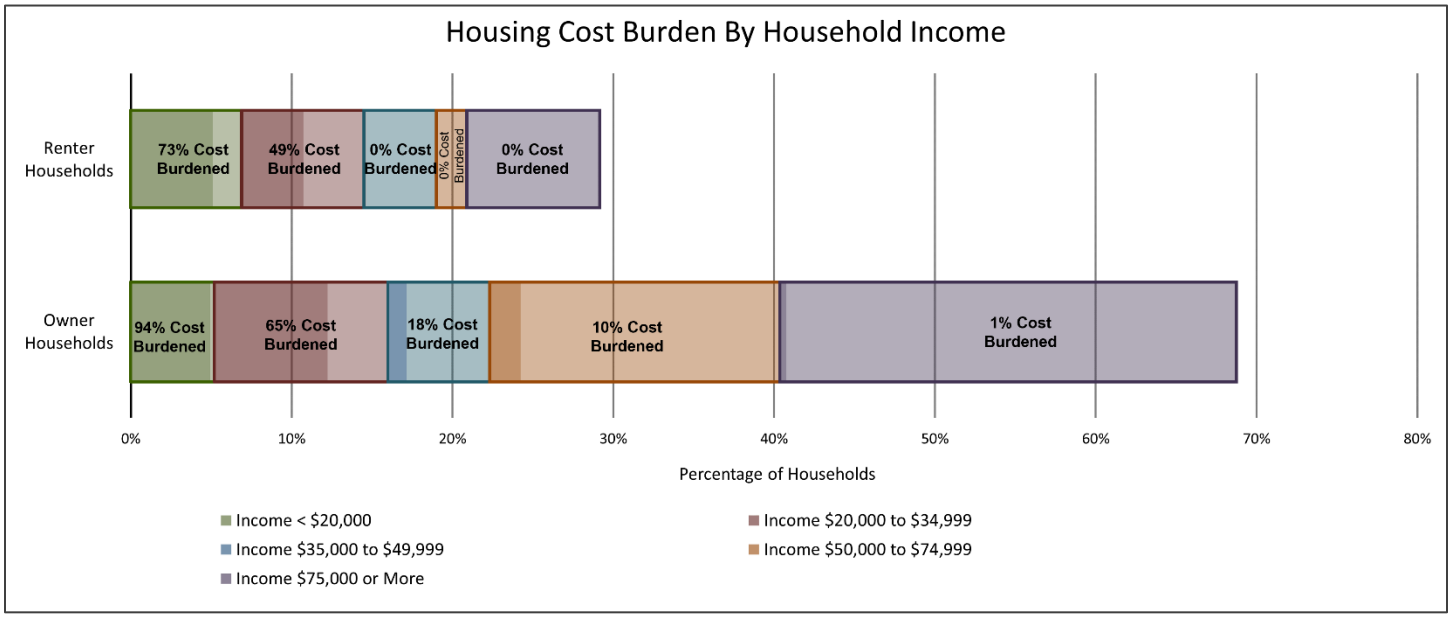
Source: ESRI Business Analyst, based on U.S. Census Bureau, 2016-2020 American Community Survey

Housing Cost Burden

"Housing cost burden"relates to the share of household income that is spent on housing costs. Households are considered to be housing cost burdened if their housing expenses require more than 30% of their household income. Housing cost burdens are a concern because housing is a priority expense, and all other household expenses need to be paid for with the resources that remain after housing related expenses are paid.

Exhibit 13 is a graphic that provides information about all owner and rental households in Wabasha at different levels of household income. Within each income bracket the label in the chart shows the proportion of those households that are housing cost burdened. It's clear from the chart that many Wabasha households are housing cost burdened—that is, they pay more than 30% of their income on housing costs—particularly among households who earn $35,000 in annual income or less. On the other hand, even in the lowest income categories, there are households that are not housing cost burdened. And most households who earn greater than $35,000 per year are not housing cost burdened.

Exhibit 13. Percentage of Wabasha Households that are Housing Cost Burdened, by Rental vs Ownership, and Household Income Category



Source: U.S. Census Bureau, 2016-2020 American Community Survey

Demographics – Key Findings

Wabasha's population has been fairly stable in recent years, and is forecasted to remain stable. Employment in Wabasha has been growing and there are currently more jobs in Wabasha than working age residents. That makes Wabasha's economy and business employment a potential driver of housing growth. And those who work in Wabasha are a target market for existing and new housing.

From a demographic perspective, Wabasha has the following characteristics.

- **Wabasha has an older population.** About 47% of its population is 55 and up. Only around 15% are children.
- **Wabasha has lots of small households.** Around 41% of households are single person households, and another 30% are married couples without children.
- **Wabasha's population has mixed educational achievements.** Wabasha has more than its share of people with advanced degrees, and more than the usual share of people who didn't pursue additional education beyond high school.
- **Wabasha is not very diverse.** Only around 7% consider themselves non-White, and 2.5 % Latino or Hispanic.
- **Household incomes are lower than average.** The median household income in Wabasha is about $57,000 per year in the most recent census reporting. Over 30% of households earn less than $35,000 per year.
- **Wabasha has its share of cost burdened households.** Most households earning less than $35,000 per year are housing cost burdened.

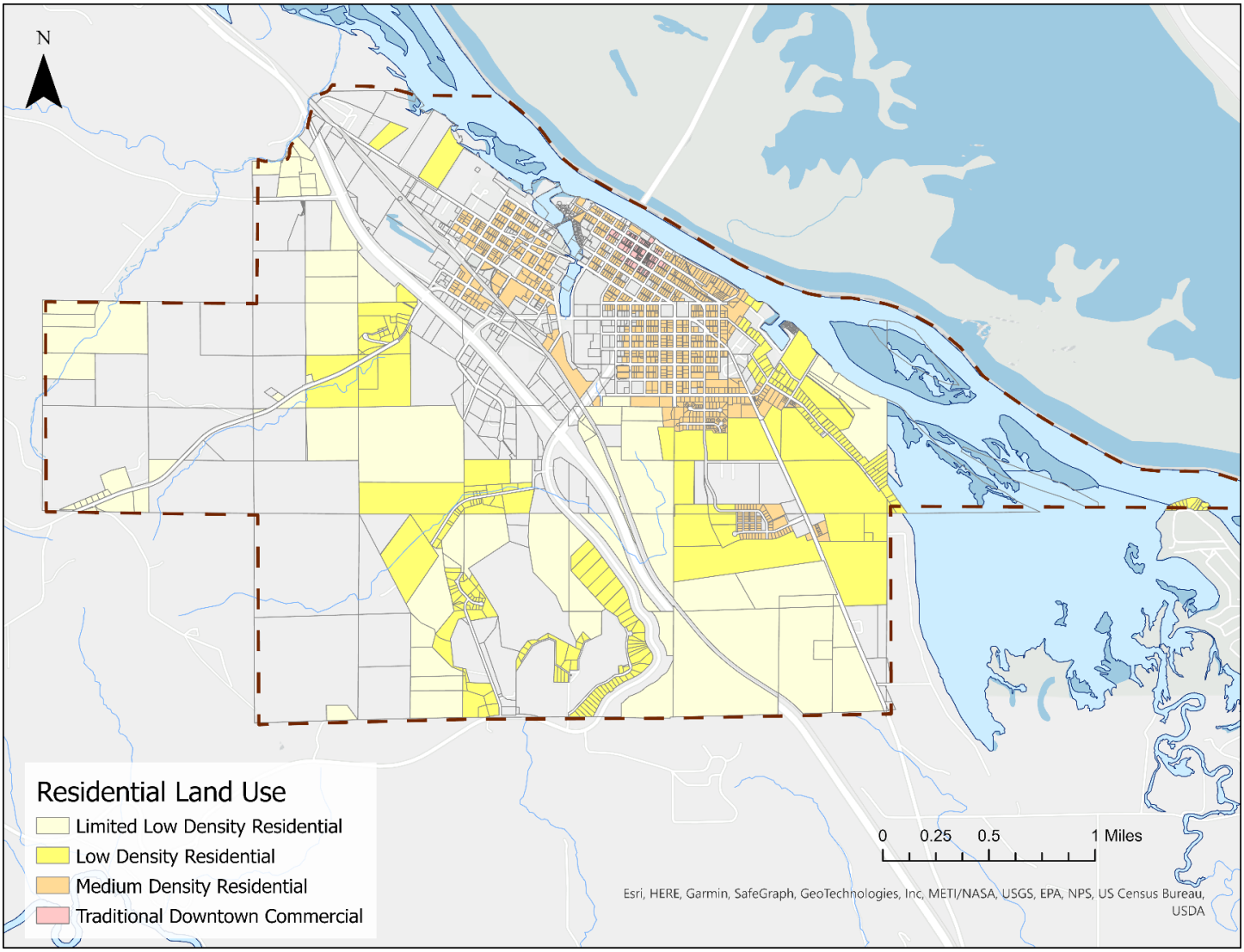
An opportunity that stands out in this analysis is fostering the production of housing that is attractive to those who work in Wabasha but don't live in the City. By doing that, Wabasha's community would on the average become younger, both because of the ages of the workers themselves and the addition of more families with children. Average household sizes and average income would also increase.

III. Housing Inventory

Housing Types

The exhibit below is a parcel-based map of Wabasha's housing stock, based on City Assessor records. Single family homes are the predominant residential development type in the Limited Low Density, Low Density, and Medium Density residential districts.

Exhibit 14. Wabasha Residential Properties

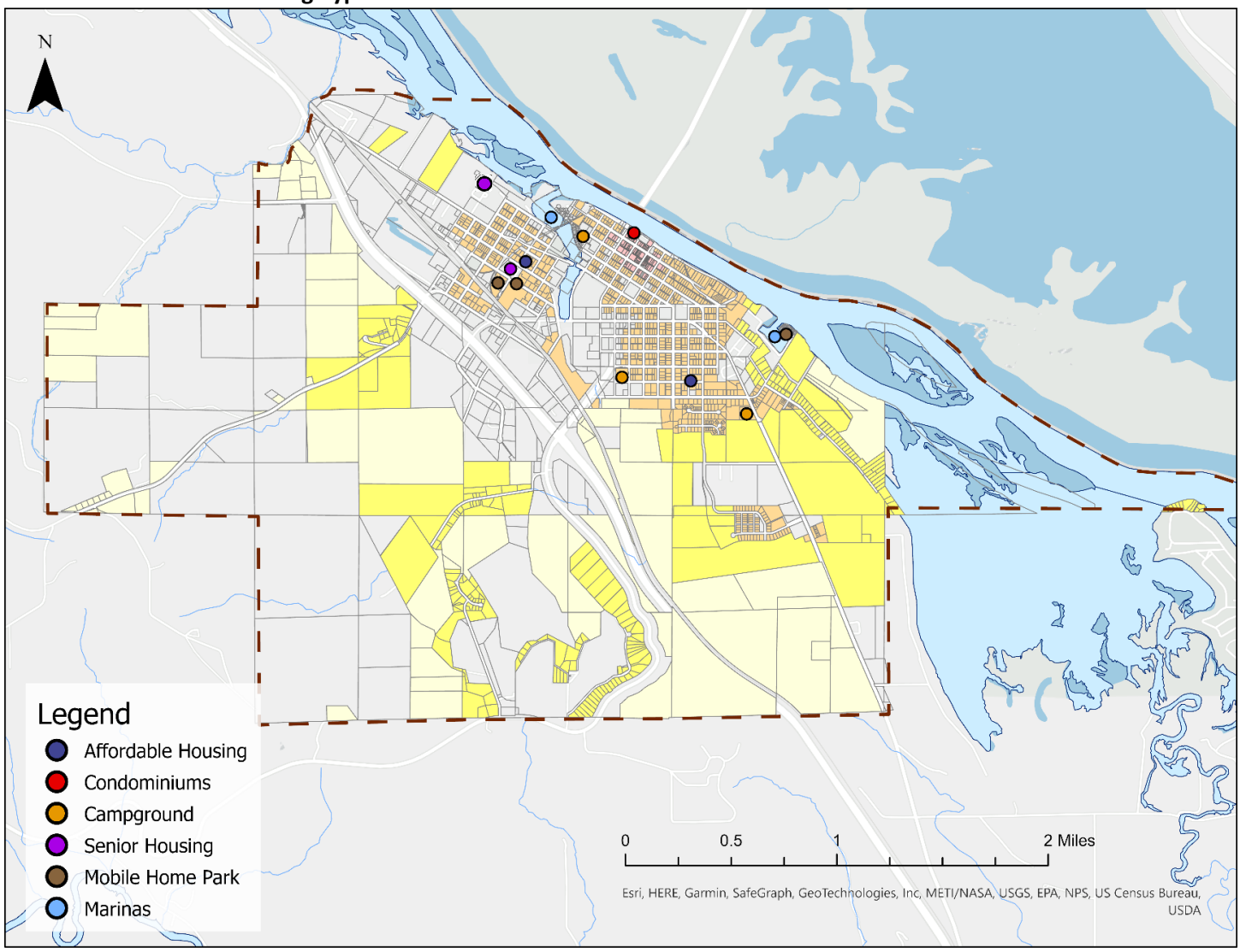


Source: Wabasha City Assessor Records

In addition to single familiy homes a range of other housing types are available in Wabasha. These include apartments, condominiums, townhomes, and mobile home parks.

Wabasha is unusual in that there are people who make their primary residences in Wabasha's campgrounds and marinas during the warm months of the year. Exhibit 15 show the location of these housing types.

Exhibit 15. Wabasha Housing Types

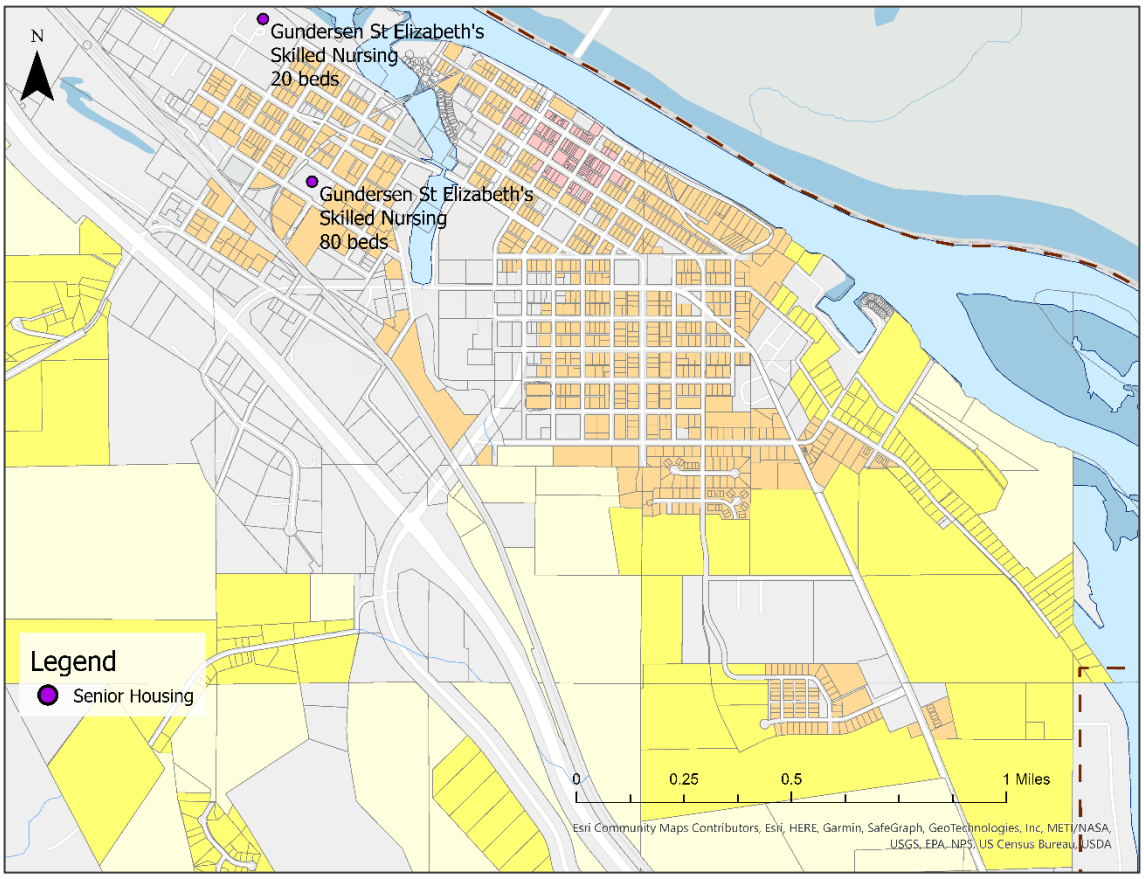


Source: City of Wabasha, Stantec

Senior Housing

Wabasha currently has 100 skilled nursing beds in two facilities—Gundersen St. Elizabeth's Care Center on Shields (80 beds) and Gundersen St. Elizabeth's Care Center on Grant (20 beds). Gundersen St. Elizabeth is evaluating a long range strategy to consolidate to one skilled nursing facility on the hospital campus.

Exhibit 16. Age-Restricted Senior Housing Developments



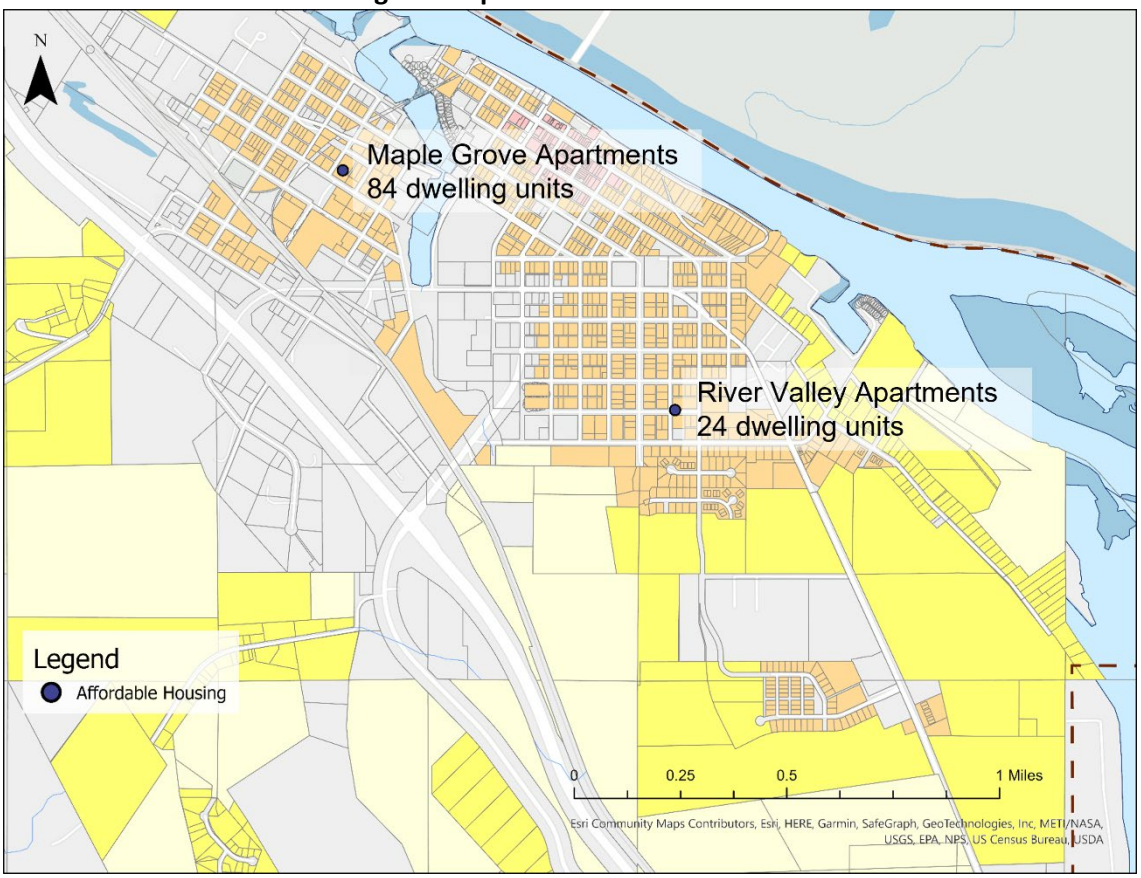
Source: City of Wabasha, Stantec

Gundersen St. Elizabeth also offers thirty-six assisted living aparments.

Affordable Housing

Two rent and income restricted affordable apartment buildings are present in Wabasha, both owned and managed by Southeastern Minnesota Multi-County Housing and Redevelopment Authority (SEMMCHRA). They are located in the Exhibit 17 map.

Exhibit 17. Affordable Housing Developments



Source: City of Wabasha, Stantec

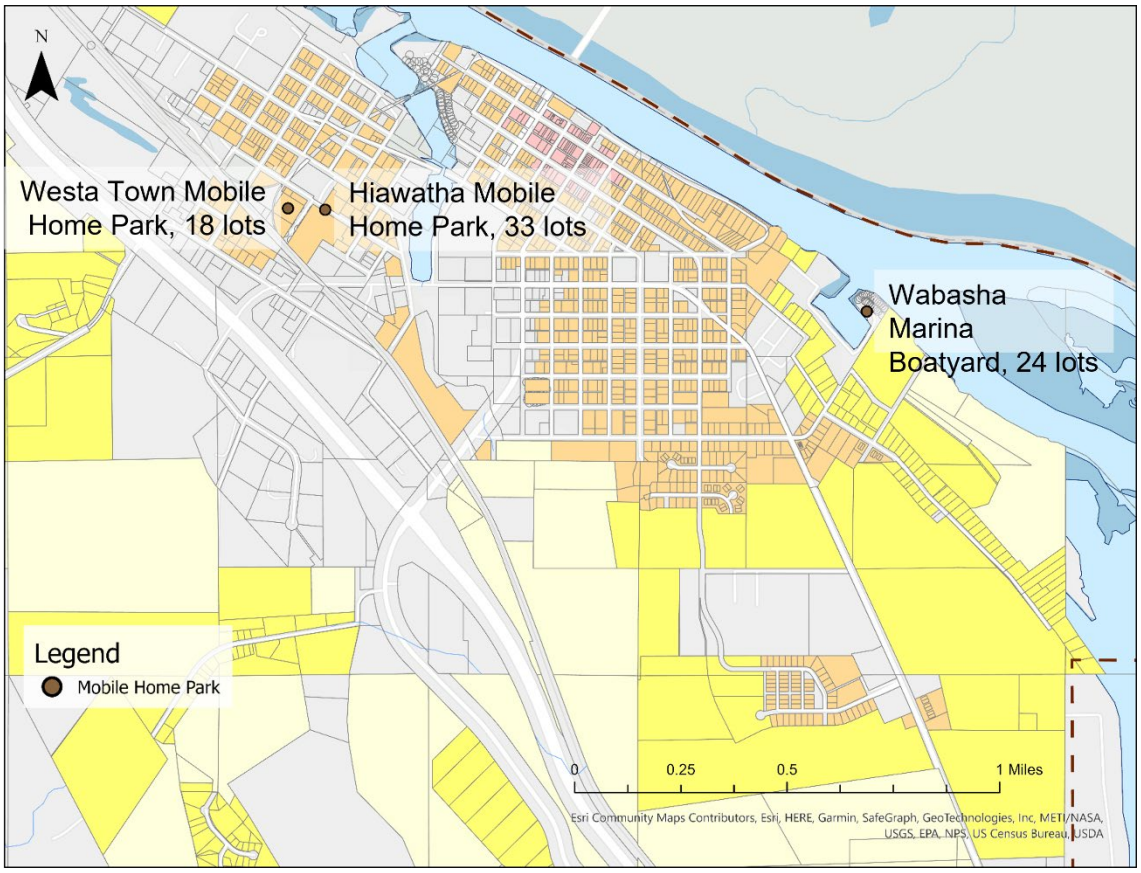
These apartments are affordable options for individuals and households who qualify. Tenant rents are based on the income of the tenant.

Naturally occurring affordable housing. Although not rent restricted by any regulatory mechanism, other market rate apartments in Wabasha offer affordable rental rates. They are considered naturally occurring affordable housing (NOAH) because they are affordable just by their nature of being older, more modest rental housing stock. Some of the single family homes in Wabasha are also rented at affordable rates.

Mobile homes parks. Mobile home parks provide an affordable home ownership opportunity. The owner of a manufactured home situates their manufactured home on a lot in the mobile home park, and pays rent to the mobile home park owner for the right to occupy the lot and connect to the utilities.

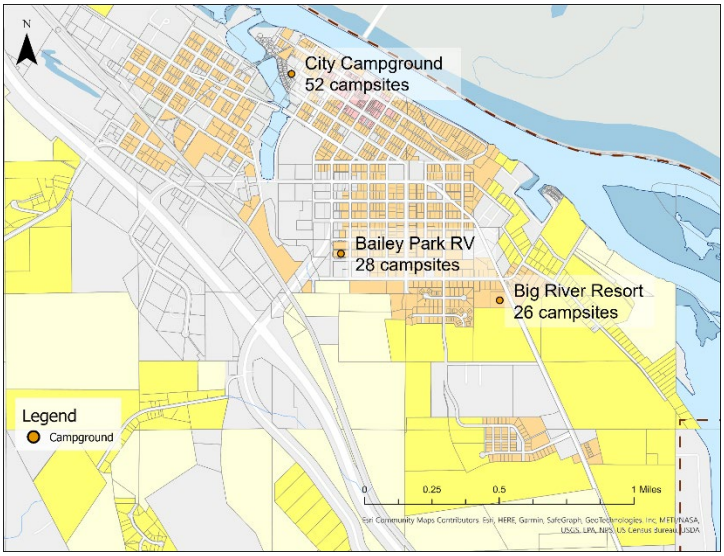
There are three existing mobile home parks in Wabasha, as illustrated in Exhibit 18. In recent years, many mobile home parks have been subject to dramatic increases in rent, sometimes after a change in ownership, causing hardship to residents.

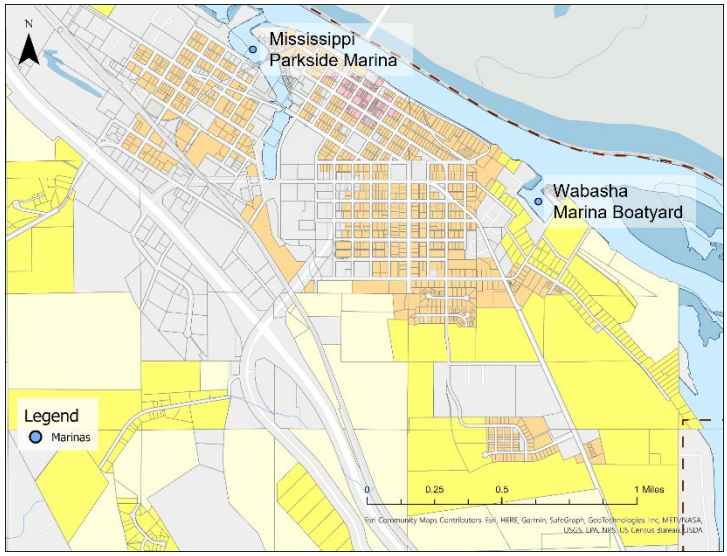
Exhibit 18. Mobile Home Parks



Source: City of Wabasha, Stantec

Exhibit 19 & 20. Campgrounds & Marinas





Source: City of Wabasha, Stantec

Campgrounds and marinas. Wabasha is unique in having quite a few campgrounds and marinas within its city limits. These are settings that provide camping and river recreation for

individuals and families who return to a traditional home after they visit. In other instances though, people have simplified their living quarters to a camper, RV or boat, and may reside in campgrounds and marinas full-time. In those instances these facilities can be thought of as representing another setting for affordable living.

One of the City's three campgrounds is owned by the City of Wabasha.

Housing Inventory – Key Findings

Wabasha has a diverse housing inventory encompassing apartment complexes, condominiums, townhomes, single family homes, and manufactured homes.

People are living affordably in the two SEMMCHRA owned apartment buildings. Older homes and apartmens in Wabasha offer naturally occurring affordable housing in both rental and ownership formats. And some are living affordably in the mobile home parks, and in some cases in campers, RVs and boats.

Gundersen St. Elizabeth operates a skilled nursing facility for seniors, but other senior specific options are absent.

This is a wide set of existing housing options in some respects, which undoubtedly meets the needs of many in the community. However, some housing formats that would meet important needs are missing, particularly in new development.

Housing formats that seem to be undersupplied include:

- Independent and assisted living senior apartments
- Senior supportive one-level homes and townhomes
- New construction market rate apartments
- New construction rent-restricted apartments
- New construction missing middle housing formats such as townhomes, twinhomes, and small apartment buildings

IV. Housing Development Market

Locational Context

Wabasha is a distinctive community with its Mississippi riverfront setting and well preserved walkable downtown storefront district. It provides the only Mississippi River crossing for 30 miles in either direction. It hosts the National Eagle Center. It is a health care and shopping destination for surrounding Wabasha County communities, and a place of employment for workers. These locational characteristics are durable and will anchor its value for residents and the developer community into the future.

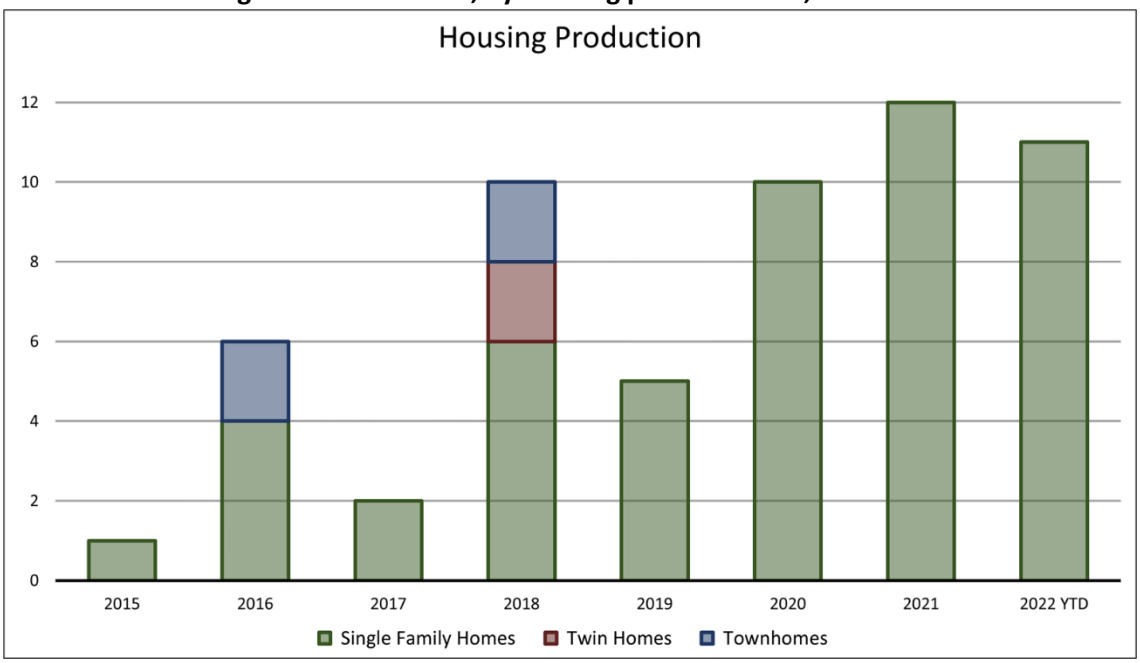
Exhibit 21. Market Context Map



Housing Development Trends

The most direct indicator of demand for new housing development under existing market conditions is the development that has been occurring. As illustrated in Exhibit X, the new housing development that has occurred in Wabasha since 2015 has been primarily in the form of single family homes. The pace of home building is modest but increasing over the period.

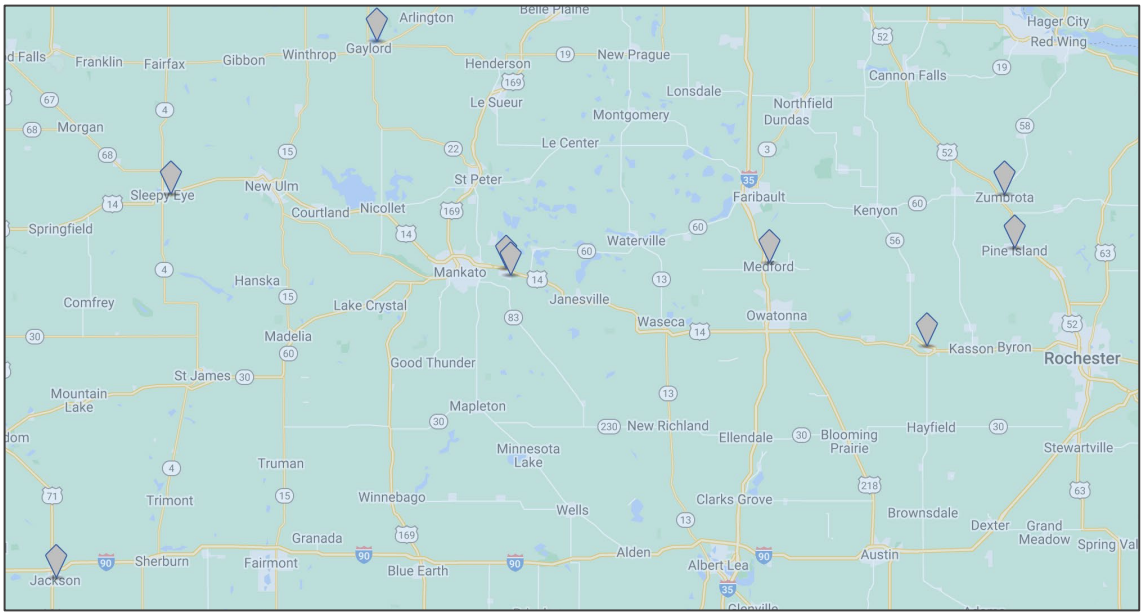
Exhibit 22. Housing Units in Wabasha, by building permits issued, 2015 to 2022



Source: City of Wabasha

No new apartment buildings have been built in the last decade, but apartment development is occurring on a limited basis in locations similar to Wabasha. Exhibit X is a map of apartment development since 2010 in smaller greater Minnesota communities similar to Wabasha. Table X provides some additional details about those developments.

Exhibit 23. Multifamily Housing Development Since 2010



Source: Costar

Table 1. Multifamily Housing Development Since 2010

Property Name	Address	City	Market Segment	Rent Type	Year Built	Units	Stories
Ashley Estates	314 1st St	Jackson	All	Market	2010	24	3
Medford Senior Care	108 3rd St NE	Medford	Senior	Market	2013	50	1
Autumn Wind Townhomes	100 Maple Ln	Eagle Lake	All	Market	2014	90	2
Linda Path	Parkway Ave	Eagle Lake	All	Market	2015	24	2
301 Apartments	301 S Main St	Pine Island	All	Market	2019	36	3
Wolverine Meadows	630 Harvey Dr	Gaylord	All	Market	2020	38	3
Town Center Apartments	300 West Ave	Zumbrota	All	Market	2022	57	4
Dodger 56	104 1st St NW	Dodge Center	All	Market	2023 (under construction)	56	3
Sleepy Eye Apartments	301 12th Ave SE	Sleepy Eye	All	Market	2023 (under construction)	44	3

Source: City of Wabasha

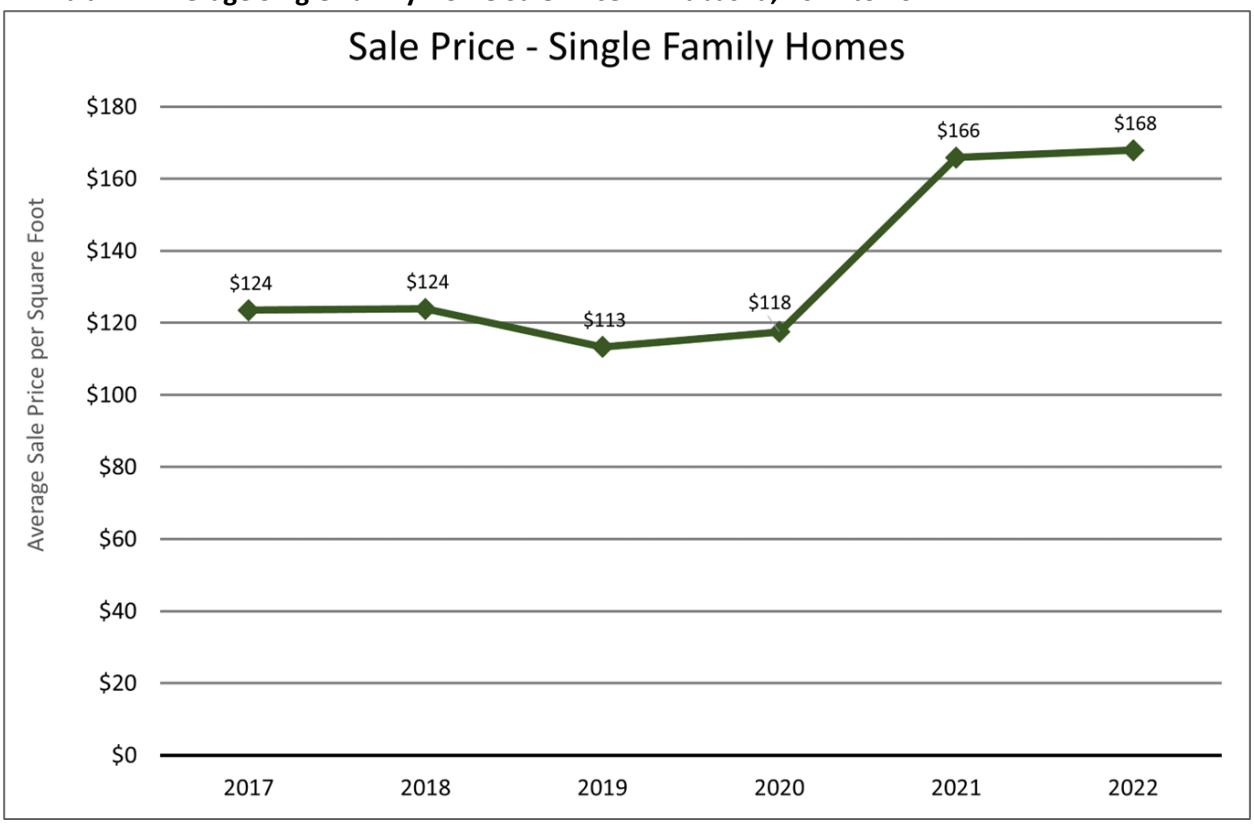
Aside from Medford Senior Care, which is a one story building that offers assisted living and memory care for seniors, all of the other developments are two to four storied in townhome or apartment formats. The two story developments are townhome style buildings, with garage parking integrated into the building. The three story buildings offer apartment flats, with parking available in surface parking lots and garage buildings. Town Center Apartments, the four story development in Zumbrota, is the only apartment development that provides some structured parking, located on the ground floor of the building.

Single Family Home Values

Home values have been rising in recent years both nationally and in Minnesota. The data in Wabasha shows that holds true in Wabasha as well. Using data from Redfin, the average home sale price in 2017 was $124 per square foot, and in 2022 it was $168, an increase of 38%. (See Exhibit 22 below.)

Rising home values have a range of impacts. Owners of homes gain equity as home values rise. However, rising sale prices also make it more difficult to purchase a home, particularly for first time buyers.

Exhibit 24. Average Single Family Home Sale Price in Wabasha, 2017 to 2022



Source: Redfin

Research Interviews

The housing market context in Wabasha was explored in additional detail through research interviews with five individuals. The interviews focused on the strengths and weaknesses of Wabasha as a location for housing development, the prospective tenant base or purchasers of new homes, the financial viability of different housing types and formats, and the role the public sector plays or could play in fostering housing development.

The following individuals were interviewed.

- Tony Bigelow, Bigelow Homes
- Corey Gerads, Alliance Building Corporation
- Pat Heydon, Two Rivers Habitat for Humanity
- Buffy Beranek, SEMMCHRA
- Leah Hall, Three Rivers Community Action

The perspectives and experience of these individuals contributed to an understanding of the market for new development in Wabasha, and potential strategies for fostering housing growth. Addition relevant information about the greater Minnesota housing context came from a set of 2022 interviews for the Wabasha Housing Study.

The following are key findings that came from the market analysis and research interviews.

Housing Development Market – Key Findings

Demand for housing in Wabasha is evident in the construction and sale of new homes, the rate of which has been increasing. It is evident in the tight market for existing homes. Very few are on the market, they sell very quickly, and the sale price has been rapidly rising. Many report looking for a home in Wabasha and not being able to find one. Both price and availability are limiting factors for purchasing a home in Wabasha.

Rental housing is also in demand in Wabasha. It is needed by both younger and older cohorts, and to attract the workers that Wabasha needs in its schools and commercial businesses, but existing options are limited. Rental housing for empty nesters and seniors often serves a need because it is lower maintenance than owning a home. And a move out of a home into an apartment frees up a home that can go on the market for others.

The following are development dynamics associated with different types of housing development.

Affordable housing. The existing affordable housing developments meet an important need in Wabasha, but the need for such housing far exceeds what is currently available.

Tax credits are the primary engine for new production of workforce housing in the United States, but it can be difficult to build this houisng in smaller communities in Greater Minnesota because they often don't score well against the criteria that has established for awarding tax credits. Wabasha is fortunate in that a northern section of Wabasha is a high scoring location under current scoring criteria. Given that, it could make a strong case for funding to support a housing development that could be affordably rented by moderate income households in the local workforce.

Senior housing. Wabasha's skilled nursing facility is much needed, and Gundersen St. Elizabeth is exploring the development of another. Attracting market rate age restricted senior housing is challenging in smaller communities because of the rental rates that need to be charged to justify construction costs, and the fact that you are limiting demand for apartments when they are restricted to seniors. However, the needs of seniors can often be met in a general occupancy apartment development by making it senior friendly, without restricting the market to seniors only. Apartment developments of this kind can have the effect of giving long-time, elderly homeowners a lower maintenance option, and by doing so it can free up a single family home for a younger household.

Apartment development. A modest amount of apartment development has been occurring in small cities in the region. Developers are cautious because new construction rent levels are quite a bit higher than the rent levels in existing apartment buildings. But they have found there is a sufficient tenant market in many smaller communities to support new apartment developments.

In addition to researching the depth of the tenant market in a community, developers will also need a close financial partnership with a local community to make a development work. Local government actions that may be needed to attract multifamily development include:

- **Financial contribution.** Apartment development in greater Minnesota will generally face a financial shortfall. Tax increment financing and/or other financial support will be necessary to attract multifamily development.
- **Regulatory flexibility.** Zoning or subdivision regulations can add cost to development. For example, parking requirements are often higher than what tenants need.
- **Community engagment.** Communities can be skeptical about multifamily development. City leadership that sees the value of the development can play a role in championing the development through a proactive community engagement process.

Subdivision development. New homes are being built and sold in Wabasha. Some of these homes are specifically restricted to lower or moderate income households. The supply of land available for subdivision development seems to have increased recently, but it's not clear that the pace of new home construction will increase.

New home construction and sales has become more challenging recently because the cost of construction has risen due to increasing cost of materials, labor and interest rates. Prices of new homes have risen as a result, reaching a level that fewer buyers can afford.

Increasing the rate of new home construction will depend on reducing the cost and risk of such development. Municipalities that play a greater and more proactive role in the development of the streets and utilities that support subdivision development will reduce both the risk and cost of subdivision development for the builder, and support a greater rate of development.

V. Estimating Housing Demand

What is housing demand? Housing demand cannot be observed directly, and it cannot be conveyed by a single metric[1].

- **Demand for housing varies by the cost of housing.** If brand new one-bedroom rental units are priced at $1,200 per month, they will fill up at a slower pace than new units that are priced at $1,000. New homes that are offered for sale at $250,000 will sell faster than the same homes priced at $300,000. In other words there isn't one level of demand for new apartments or homes.
- **Demand for housing varies for different housing products.** Most people would be willing to pay more for newly constructed apartments or homes than an apartment or home built decades ago. "Executive homes" are appealing or attainable for a narrow high income demographic, while twin homes or patio homes may appeal to other demographics. Housing for seniors is of interest to some older households, but it includes features that make it highly desirable or even essential for some of those. Ownership housing appeals to some, while rental housing is of interest to others.
- **Housing demand is not silo-ed.** Some who rent would buy at the right price or if they could get a mortgate. Some who own would move to a rental situation that required less attention to home and yard upkeep.

In classical economic terms, the demand for housing is on a price curve that shows diminished demand as the cost of housing increases. Multiple price curves can be derived for different housing products. And the relative availability of one housing product impacts the demand for other housing products.

The developer perspective. Since a community that desires additional housing development has to attract the interest of developers or builders, the developer perspective is as important as the perspective of home buyers and renters. Housing developers and builders will build housing if they feel the demand for their product is high enough to repay construction costs plus a reasonable return. But in addition to estimating demand for their proposed product, they will also need to consider the level of risk and uncertainty associated with the project. If it's a housing type that hasn't been built in the area the project is more risky. If gaining approval for the project looks involved and uncertain, the project is more risky.

Many projects that are viable in theory based on demand are not pursued in favor of projects that are less risky.

Understanding and addressing developer perceptions of risk is often more important for fostering new housing production than estimating levels of demand.

[1] Some housing studies give the impression that housing demand can be simplified to a single metric which can be estimated with a fair degree of precision.

Demand indicators. With this context in mind, the rest of this section observes and discusses a set of housing demand indicators. They can be thought of as multiple lenses through which we can consider housing demand.

Estimated Latent Demand Based on Wabasha's Workforce

As discussed above, Wabasha is oversupplied with jobs relative to its population. There are an estimated 1,306 people who commute to Wabasha to work, and 718 people who live in Wabasha and leave the City for their jobs. If all those who work in Wabasha could find the housing they want at a price they can afford, it is reasonable to believe that many would move to Wabasha to be closer to their work. And because of Wabasha's livability and quality of life, there are undoubtedly others who would consider living in Wabasha if the right housing was available.

Roughly 600 housing units would be required to balance the the employment inflow/outflow dynamic in Wabasha. That can be thought of as one estimate of latent demand that would pertain at a certain level of housing availability and cost.[2][3]

The overall latent demand estimate can be used as a basis for considering how the demand might be distributed among different housing types. Table X is an analysis of the demand for rental vs ownership housing.

Table 2. Latent Demand for Ownership Vs Rental Housing

	Owner	Renter	Vacant	Non-Vacant	Total
1. Existing Housing Units (Estimated 2022)	872	301	169	1,173	1,342
2. New Housing Units (based on existing ratio of ownership to rental housing)	424	146	30	570	600
3. Total Housing Units Demanded, based on shift to 70%:30% preference	1,220	523	199	1,743	1,942
4. New Housing Units Demanded, based on shift to 70%:30% preference	348	222	30	570	1,942

Source: ESRI Business Analyst, based on U.S. Census Bureau, 2016-2020 American Community Survey

[2] As discussed above, this estimate of latent demand is a point on a demand curve. The more new housing that is available and the lower its asking rents or sale prices, the greater the demand would be for that housing.

[3] An alternative method of deriving an estimate of latent demand is to outline a trade area from which Wabasha might attract homeowners and renters, and make a set of assumptions that results in an estimate of the number of households from that area which could be attracted to live in Wabasha. We didn't utilize that methodology because it relies on more subjective assumptions that this straightforward method without any clear advantages.

Note in Line 1 of the table that roughly 74% of all of the occupied housing units in Wabasha are owner occupied. Line 2 shows that if those preferences hold true today, the latent demand estimate of 600 housing units would break out to a latent demand of roughly 450 units of owner occupied housing and 150 units of rental housing.

Generational shifts have, however, increased demand for rental housing. Consider that the two dominant age brackets are the baby boomers who are generally retired or nearing retirement, and young adults between 20 and 35. These are life stages that are often moving to rental situations. We also see formerly owner occupied single family homes shifting to rental homes.

The demand for new housing is very sensitive to shifts in preferences. Line 3 shows a scenario where the preferences for ownership housing in Wabasha decreased slightly from 74% of housing units to 70%. Line 4 shows how that would need to be addressed in the distribution of new housing stock, if all of the shift in demand occurred via new housing. In that scenario, around 370 owner occupied housing units are demanded, and around 230 rental housing units are demanded.

Given the sensitivity of new housing demand to slight shifts in preference, the precise distribution of demand for ownership and rental housing is best observed by taking measures to increase the production of both.

Gap Analysis

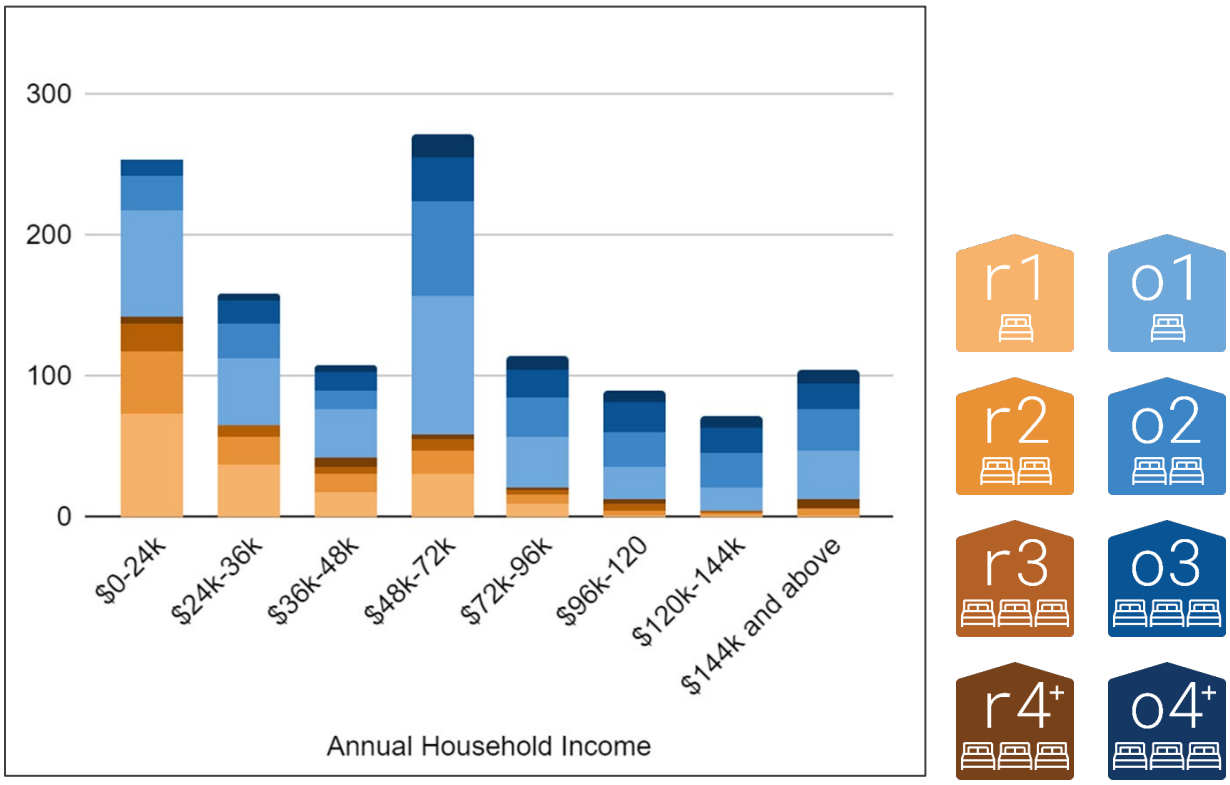
Another approach to analyzing housing demand is to look at the mismatch between the housing that is needed and the housing that is available. We've built a detailed methodology for doing that. It housing demand based on household composition and income, and housing supply based on the bedroom count and cost of existing housing units, and compares the two. Additional details:

- **Housing demand.** The demand analysis is based on a database that we purchase from Replica that builds a synthetic description of every household in Wabasha in such a way that it aligns with all of the census data for the community. We use detailed information about household composition and household income for each household to estimate the number of bedrooms that household needs and what it can afford to pay for rent or mortgage payments.
- **Housing supply.** The supply analysis makes use of all existing information about the City's housing stock from sources such as Costar, online rental housing listings, City parcel data, etc. It extrapolates from there to assign a likely bedroom count and housing cost to every residential parcel in the City.
- **Housing gap.** The gap analysis compares the array of housing that is needed, by bedroom count and cost to the array of housing units that are present, by bedroom county and cost. Housing units are undersupplied when there is more demand than

supply—as is common for more affordable housing products—and oversupplied when there is more supply than demand.

Housing demand. Using this methodology, Exhibit X shows the demand for housing of different sizes by rental and ownership households at different income levels.

Exhibit 25. Wabasha Housing Demand

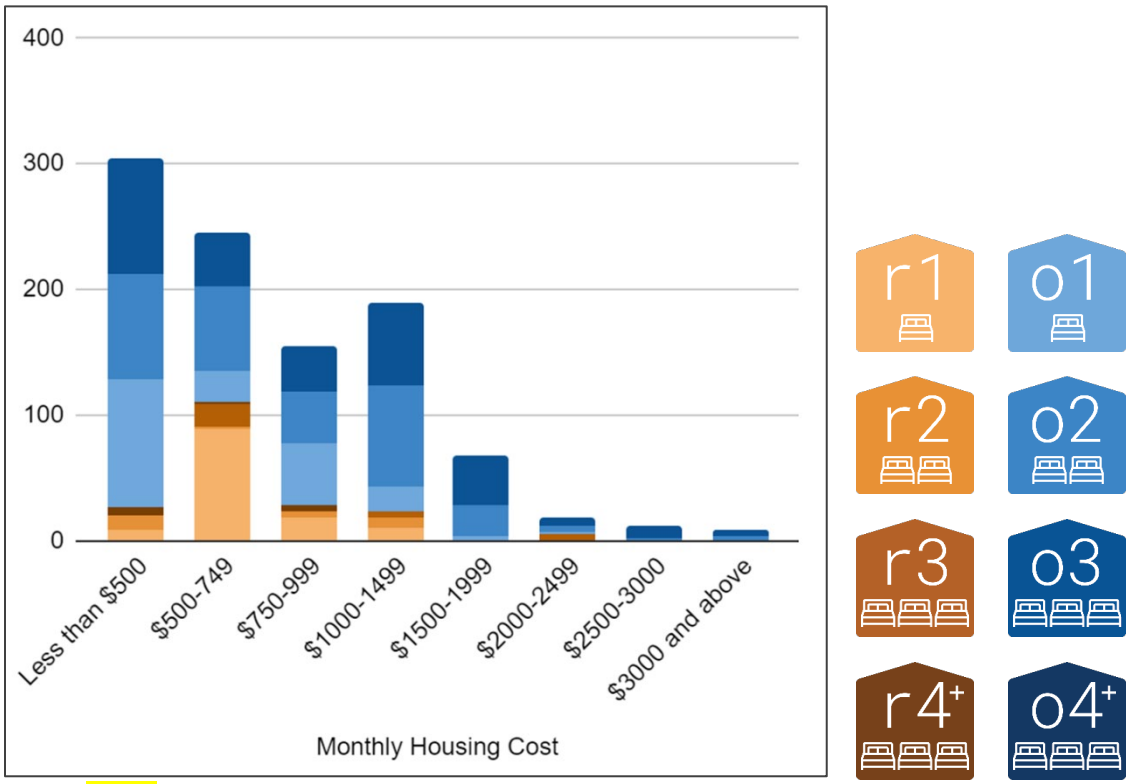


Source: Replica

Unit types are coded by ownership vs rental, and number of bedrooms. "r3" for example refers to 3-bedroom rental units. Overall demand for housing is highest for households earning $48,000 to $72,000, and households earning less than $24,000. The greatest demand for rental housing is from households in the lowest income bracket. The greatest demand for ownership housing is from households in the $48,000 to $72,000 income bracket. There is greater demand for 1-bedroom housing units than any other type, in both ownership and rental housing formats, but note that in this methodology a 1-bedroom unit is sufficient to accommodate both single person households and married couples. Obviously many couples may prefer and seek out a two bedroom housing unit.

Housing supply. Exhibit X shows the supply of housing of different sizes by rental and ownership form across the housing cost spectrum. In this case the cost information is provided on a monthly basis.

Exhibit 26. Wabasha Housing Supply

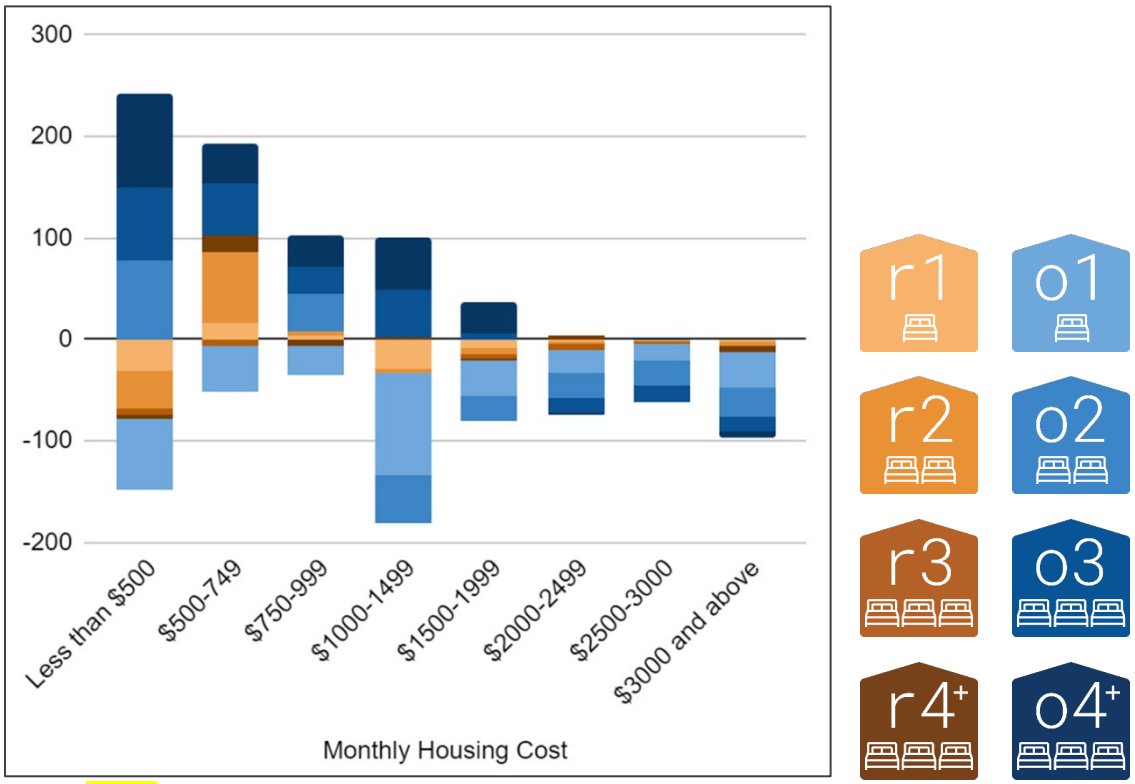


Source: Replica

Note that the housing supply is heavily weighted toward ownership types of housing, and much of it is priced at affordable rates.

Housing gap. Exhibit X shows the alignment and misalignment between the housing that is demanded, in accordance with household composition and income, and that which is available.

Exhibit 27. Wabasha Housing Gap (negative) and Surplus (positive)



Source: Replica

The diagram in Exhibit X requires some interpretation. Some of the apparent deficits are not a cause of concern. For example:

- At the lowest cost levels the exhibit shows a shortage of one bedroom ownership units. (See light blue band at the bottom of the bar on the left of the chart.) But the darker blue bands on the bar indicate that there is an overall surplus of ownership housing units in the same cost bracket. That means some ownership households (such as single person households) that could get along with one bedroom will need to occupy a two bedroom home in the same cost bracket.
- Similarly, the deficit in high priced ownership housing (See blue bands in the bar at the right end of the chart) may indicate there is a lack of high end housing to purchase. However, if a household of means wanted that type of housing, they can usually pay the going rate to have a home built to their needs. So the deficit of high end homes may simply mean that many high earning households are content to own a home that costs less that what they could afford.

The deficit in rental housing (orange to brown bands) in the mid to higher cost categories may be a positive indicator for new apartment development, where the new construction rents are

higher than prevailing rents in Wabasha. Although again, some of these rental households may be perfectly content to rent an apartment or home in a lower cost bracket than what they can afford.

The most concerning deficit highlighted in the exhibit is the need for rental housing units at the lowest cost level. Those are no offsetting considerations in that instance. The households that need rental housing in that cost bracket are simply paying more than they can afford. Most of them are probably paying rents that are in the next category--$500 to $749 per month—since there is a surplus of rental units in that cost bracket.

One of the underlying assumptions in this analysis is that the surpluses and deficits arise from an ideal allocation of the existing housing. In the real world, households will often live in housing that is less expensive than what they could afford, and that increases the scarcity of affordable units beyond what is observied in this analysis. The primary challenge that is observed in this analysis is the 75 households in the lowest earning category that are confronted with an insufficient supply of housing units that are affordable to them. The housing cost burden analysis above indicates that around 24% of all Wabasha households, the great majority of whom earn $35,000 or less, are actually paying more than 30% of their household income. That amounts to around 300 households total.

Based on these findings, we can estimate that around 300 additional housing units would be needed in the lowest two rent brackets to meet the needs of Wabasha's existing population.

Housing Demand – Key Findings

Housing demand can't be reduced to a single metric. All things being equal housing that costs less will generate more demand than housing that costs more. And there are different submarkets and demand profiles for different types of housing.

With those caveats, by balancing Wabasha's employment inflow and outflow we derived a plausible level of latent demand for housing growth. If it can be priced appropriately, it seems possible to absorb 600 additional housing in Wabasha.

That housing growth should be include both ownership and rental housing formats in order to meet community needs.

To achieve this production will require addressing barriers to development. In some instances it will also require public financial support.

An analysis of the alignment between the housing needs of Wabasha's residential community, and its housing stock yields the following findings.

- The existing housing stock can easily accommodate Wabasha's population in terms of housing unit size, because of the predominance of one and two person households in Wabasha's household mix.

- The greatest deficit evident in the analysis is the lack of rental housing that is affordable to households in the lowest income bracket.

VI. Housing Strategies

The strengths and challenges of Wabasha's housing context, and the housing related needs of Wabasha's residents, are framed in the previous sections of this housing study. In this section, we review Wabasha's goals and policies, and present a set of strategies that can further these goals. They advance the preservation or production of housing in ways that are needed but are unlikely to be accomplished through the mechanisms of the housing market alone.

Wabasha's Housing Goals

The *City of Wabasha 2016-2035 Comprehensive Plan* includes two housing-related goals and five objectives, as follows.

Goal 1. A range of housing options to meet the needs of Wabasha's population at all stages of the life cycle.

- Encourage the preservation and enhancement of existing housing stock to provide for the needs of current and future residents.
- Promote development and redevelopment of housing for all income levels, special needs and senior housing.
- Encourage mixed use development that includes housing, employment, shopping and recreational opportunities in a compact pedestrian setting.

Goal 2. High quality residential neighborhoods with well-maintained housing stock

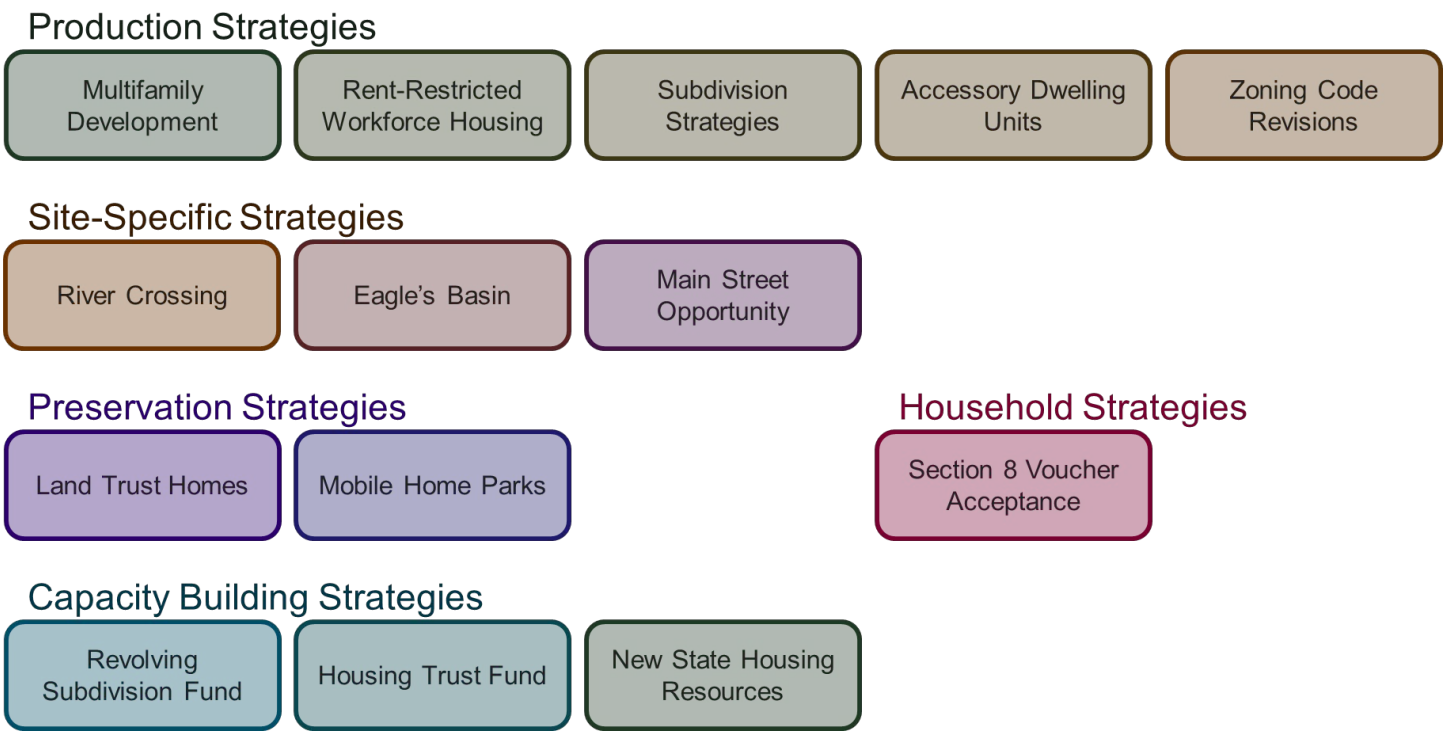
- Encourage strong homeowner maintenance and improvement activities.
- Ensure that all our neighborhoods are safe and attractive and served by municipal services.

These goals and objectives underscore the City's priority of diversifying housing choices and addressing housing affordability challenges.

Menu of Housing Strategies

Fourteen housing strategies are presented here. Five focus on production of new housing. Three relate to attracting development to specific publicly owned sites. Two focus on the preservation of existing housing or housing affordability. Three are about building resources for housing-related investments. One supports low income households in their pursuit of housing that meets their needs.

[Note to Caroline Cathy and Emily: I haven't changed this diagram yet. Based on the prioritization exercise, should I leave off Accessory Dwelling Units, Land Trust Homes, and Section 8 Voucher Acceptance? And should I add Tiny Homes? I went ahead and did a write up for all of these, except the Section 8 Voucher one.]



The strategies are presented individually in the following pages, providing:

- Relevant context related to the strategy
- The public objective being advanced by the strategy
- A brief description of the actions or alternatives that will be required to advance the strategy
- The resources required to advance the strategy

In most cases, additional research and focused attention will be required to shape the strategy further based on Wabasha's specific context and resource availability.

Production Strategy 1 – Market Rate Apartment Development

Context. Multifamily housing development supports a rural community in several ways. It can retain young adult singles and couples in Wabasha that might otherwise move out of the community. It can provide housing for the local businesses who are trying to attract workers. It can offer seniors a housing option when they're ready to spend less time on home and yard upkeep—and where that occurs it can free up a single family home for resale.

New multifamily housing development is challenging in rural communities because the prevailing rents are low, and, without public support, new construction rents are higher than what most will be willing can pay. Despite this, some rural communities similar to Wabasha are finding it feasible and worthwhile to partner with developers on new multifamily development.

Objective. Foster the production of one or more new multifamily housing projects in Wabasha in appropriate locations.

Strategy. Invite interest from a developer with a track record of building in rural communities. Partner with the developer in goal setting, site identification, financial support, and community engagement.

Resource Requirement. Public financial support will be needed in the form of tax increment financing or tax abatement.



Case studies

- Sleepy Eye Apartments in Sleepy Eye. Developer: Alliance Building Corporation.
- Town Center Apartments in Zumbrota. Developer: Keller Bartman.

Production Strategy 2 – Rent Restricted Workforce Housing

Context. Rents in new apartment developments will be set at levels that are out of reach for most rental households in Wabasha. A workforce housing project can provide additional multifamily housing that meets the cost criteria of another set of households.

Producing new workforce housing requires leveraging layers of external funding. Most often federal Low Income Housing Tax Credits are the foundational and most important source of funding. Local financial support will also be needed to make the project viable.

Tax credits are in high demand. They are awarded competitively based on how projects score against criteria established by the Minnesota Housing Finance Agency. The scoring includes some important criteria related to the location of the project, such as the availability of other affordable housing, the housing cost burden of nearby residents, proximity to jobs, public transportation, and walkability. The location score is often times a critical determinant in whether the project is able to secure a tax credit award. Wabasha has a high scoring location in the north part of the City, which is unusual for a rural city.

Tax credit workforce housing supports families earning 50% to 60% of the area median income (AMI). At the 60% AMI level, the household income of a tenant household is around $43,000 per year. Rent levels for a nearby workforce housing development are $715 for a 2-bedroom unit and $830 for a 3-bedroom unit.

Three Rivers Community Action builds tax credit workforce housing in Wabasha County, and they are open to pursuing a project with the City of Wabasha.

Objective. Foster the production of one or more tax credit funded, workforce housing project in Wabasha.



Strategy. Collaborate with Three Rivers in seeking a suitable site, identifying financial resources, and building community support for an affordable housing development.

Other measures that would support an affordable housing project include:

- A proactive review of the City's zoning requirements related to multifamily housing to remove or modify requirements that are expensive and unnecessary.
- Visible and sustained leadership and advocacy by the City's elected officials

Resource Requirements. Staff time in collaborating with Three Rivers, site selection, funding. Tax increment financing and additional financial support will be required.

Case Studies. Eagle Ridge Apartments, Harvest Ridge Apartments, and the Three Rivers project under construction in Lake City are all Three Rivers projects.

Production Strategy 3 – Subdivision Strategies

Context. New homes support City growth, and they serve as move-up housing so existing homes can be sold. New home development has occurred in Wabasha in recent years, some of which are being sold subject to buyer income restrictions.

Subdivision development is challenges by increasing construction and financing costs, as well as multiple risk factors. A major risk factor is the up front cost of installing the street and utility infrastructure for the subdivision without knowing how quickly the future homes will sell. Municipalities can mitigate those costs and risks through different subdivision approaches.

Objective. Increase the pace of new home construction to grow Wabasha and provide a mix of housing formats.

Strategy. Consider models for fronting the development costs of public streets and infrastructure, and having those paid back through future homeowner assessments. That reduces developer risk, and makes it more attractive for a builder to pursue subdivision development. Complementary steps can be considered, including delaying or reducing development fees, reducing overall development cost, and/or expediting development processes, which reduces cost and risk.

Resource Requirement. Public financial support is required to install infrastructure, but it can be recouped later. The most important "cost" of the strategy is the risk of housing market downturn, which can slow down anticipated repayment of the public investment.

One approach to mitigating the risk of funding infrastructure is to fund it from a capital fund as opposed rather than a bond. In that instance is repayment is slow there's no risk of defaulting on a bond or need to raise property tax rates.

Case studies

- Maple Grove, Chaska. The city builds the roads and utility infrastructure. The cost is billed to developer when land is platted, or to the homeowner who pays it over an assessment period (e.g. ten years).
- Sleepy Eye. In a previous subdivision, the city developed the land, built the infrastructure, and sold lots to owners who hired their own homebuilders.



Production Strategy 4 – Tiny Homes

Context. Tiny homes are a housing format that can dramatically reduce the cost of home ownership. A tiny home with footprint of 16 feet by 20 feet can be constructed for as little as $100K.

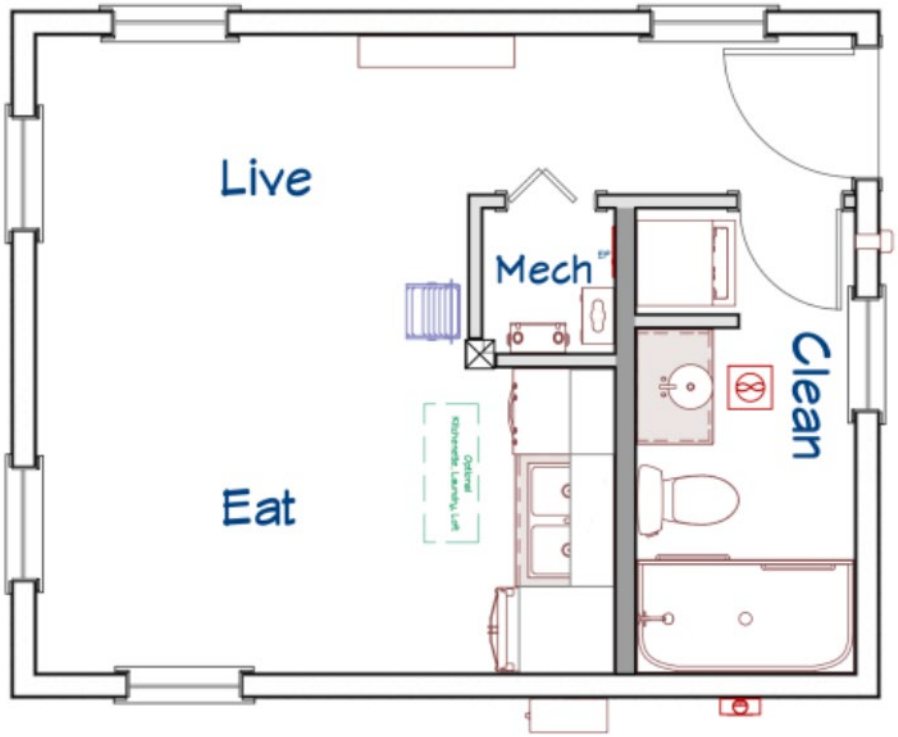
Yard Homes MN is a Minnesota based company that has pioneed a couple of tiny home models. They have a factory in which they build the home structure. The homes are insulated so that they are highly energy efficient in our Minnesota client. Yard Homes can provide and install the structures, or they can provide the components for a local company to install.

Objective. Support households of modest means with an ownership home format that is similar in size to a manufactured home in a mobile home park but more durable and energy efficient.

Strategy. Tiny homes could be accommodated in multiple ways. They could be replacement units in mobile home parks. They could provide a cluster of homes on traditional sized lts. They could be the future of a repurposed campground. Or they could be situated on a new tiny home subdivision, with appropriately sized lots.

Resource requirements. Resources required will vary according to the selected strategy. Staff or consultant time will be required to explore best practices and support decisionstee up options for consideration. Financial support may not be required for some strategies.

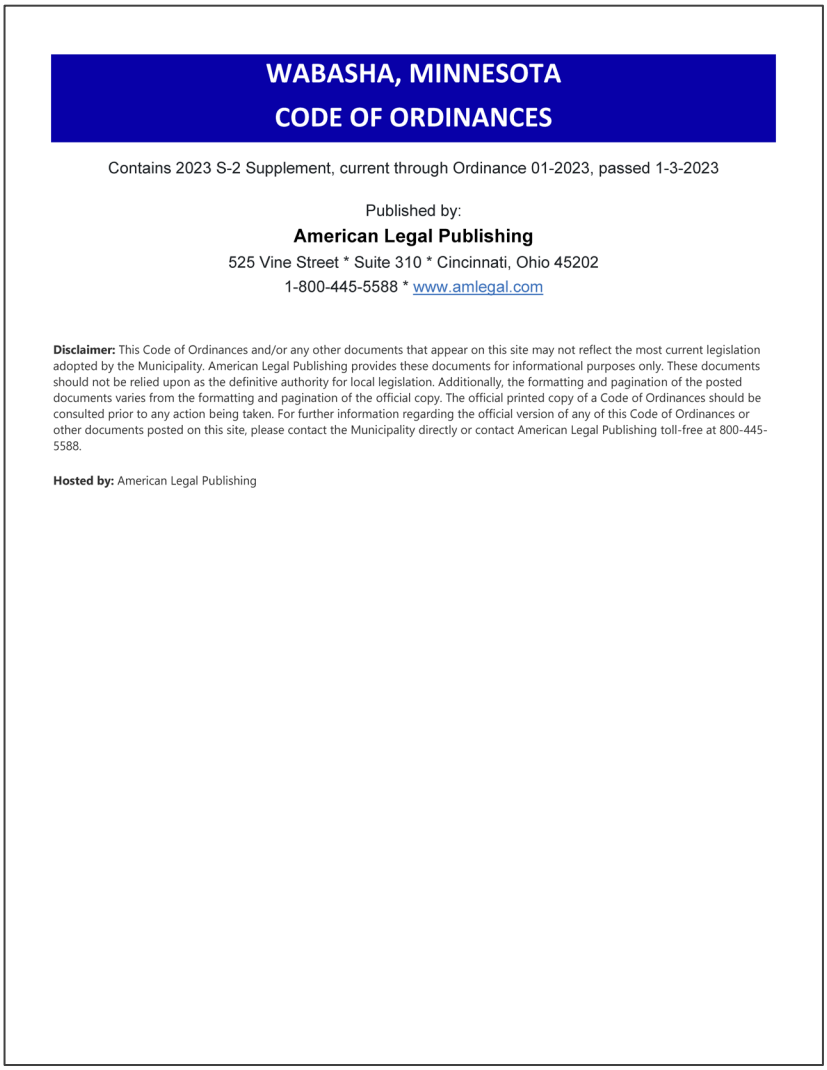
Case Studies. Goodhue County is exploring a collaboration with YardHomes.



Production Strategy 5 – Zoning Code Revisions

Context. Zoning Code requirements can decrease developer interest and the pace of housing production if they are overly prescriptive or unnecessarily add cost to housing development. The Wabasha Zoning Code includes some provisions that could be reconsidered to reduce barriers to development. Those include:

- Loosen setback requirements, and allow porches in front setbacks
- Reduce parking requirements in residential zoning districts
- Raise density caps in some of the residential zoning districts
- Allow missing middle housing (townhomes, twin homes, small apartment buildings, accessory dwelling units) in more residential zoning districts



WABASHA, MINNESOTA
CODE OF ORDINANCES

Contains 2023 S-2 Supplement, current through Ordinance 01-2023, passed 1-3-2023

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Objective. Remove hindrances to housing development to increase the pace and variety of housing development.

Strategy. Review and modify unnecessary zoning code provisions that may dampen housing production.

Resource requirements. No financial resources required.

Production Strategy 4 – Tiny Homes

Context. Tiny homes are a housing format that can dramatically reduce the cost of home ownership. A tiny home with footprint of 16 feet by 20 feet can be constructed for as little as $100K.

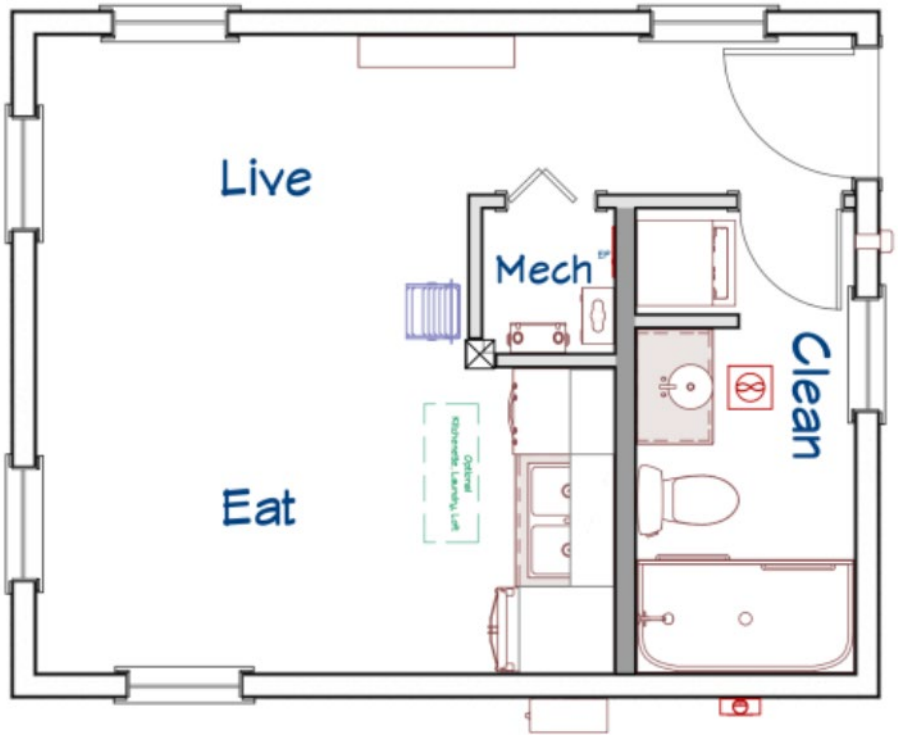
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Objective. Support households of modest means with an ownership home format that is similar in size to a manufactured home in a mobile home park but more durable and energy efficient.

Strategy. Tiny homes could be accommodated in multiple ways. They could be replacement units in mobile home parks. They could provide a cluster of homes on traditional sized lts. They could be the future of a repurposed campground. Or they could be situated on a new tiny home subdivision, with appropriately sized lots.

Resource requirements. Resources required will vary according to the selected strategy. Staff or consultant time will be required to explore best practices and support decisionstee up options for consideration. Financial support may not be required for some strategies.

Case Studies. Goodhue County is exploring a collaboration with YardHomes.



Site Specific Strategy 1 – River Crossing

Context. River Crossing is a large, publicly owned site in an attractive, well-connected location near downtown Wabasha. A compelling vision has been created for the site. City staff and stakeholders have put a focus on attracting development to the site through assembling marketing materials and getting the word out about the opportunity.

The City is also actively pursuing funding that could be used to prepare the site for development by building the street and utility infrastructure.

Developers are drawn to locations where public ownership and community support are present.



Objective. Foster the development of the River Crossing site with a mix of multifamily housing and commercial development.

Strategy. Pursue state or federal grants for the public infrastructure.

Utilize the WATCH Committee's Concept Paper and targeted networking to attract compatible development partners for the first phase and subsequent phases of the development project.

Work collaboratively with the developer to advance the project.

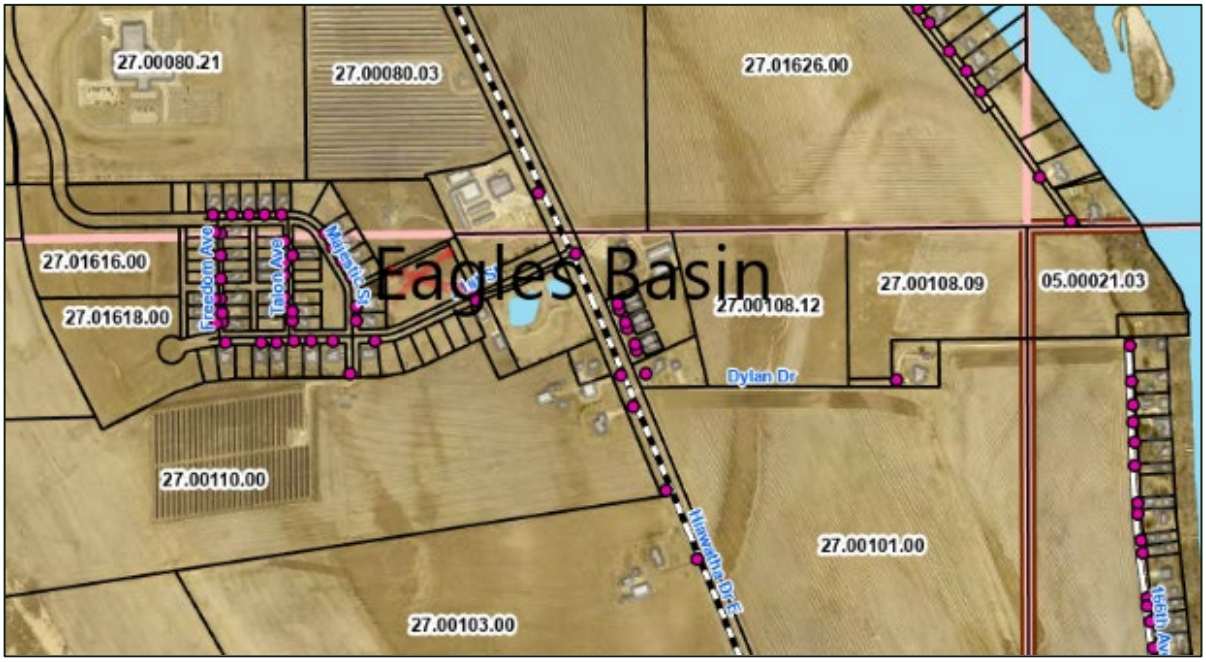
Resource Requirements. Requires time in developing a working relationship with a compatible development partner. Will require public financial support to make the project economically viable.

Site Specific Strategy 2 – Eagles Basin

Context. Eagles Basin is a successful single family housing project executed by SEMMCHRA. A site remains available for a multifamily workforce housing component of the development, which would complement the new homes.

Developers are drawn to locations where public ownership and community support are present.

The project will need to meet affordability goals, but making apartments affordable to low and moderate income households without housing tax credits can be a challenge.



Objective. Attract a multifamily workforce development project to Eagles Basin.

Strategy. Be proactive in working with SEMMCHRA to identify gap financing resources that would be potentially available to a developer that is interested in pursuing this project.

Utilize the WATCH Committee's Concept Paper and targeted networking to attract a compatible development partner for the project.

Work collaboratively with the developer and SEMMCHRA staff to advance the project.

Resource Requirements. Requires time in developing a working relationship with a compatible development partner. Will require public financial support to make the project economically viable.

Site Specific Strategy 3 – Main Street Opportunity

Context. There is a set of lots along Main Street East that are publicly owned and in an attractive location near downtown Wabasha. The site isn't ready for new development. The current platted lots are too narrow for development. Floodwater issues are present and need to be investigated. Some fill is required to elevate the site above the flood plain.

If viable for infill development, single family homes, twinhomes or townhomes may be appropriate for this location.

Developers are drawn to locations where public ownership and community support are present



Objective. Attract a development project to this Main Street loction.

Strategy. Do the proactive due diligence and site preparation that makes this property buildable including a) investigating the floodplain issues, b) replatting the property to narrow the right of way and expand the parcel, and c) fill the site above the flood plain.

Utilize the WATCH Committee's Concept Paper and targeted networking to attract a compatible development partner for the development site.

Resource Requirements. Requires time in developing a working relationship with a compatible development partner. After site preparation, the project may or may not require public financial support to make the project economically viable.

Preservation Strategy 1 – Mobile Home Parks

Context. Mobile home parks play an important role in a community's housing mix because they provide a location for the most affordable type of owner-occupied housing. Nationally such properties are being lost to redevelopment or unaffordable rent increases.

Owners of manufactured homes can also face hurdles relative to maintaining conditions. Their relatively low value and semi-permanent condition make lenders hesitant to extend home improvement financing or home equity lines of credit, which may be needed to finance more significant maintenance or renovation projects. So homes can fall into disrepair.

Preservation of affordability of manufactured home parks is being done nationally and locally. The model is to similar to apartment preservation projects. The property is acquired, any necessary upgrades are made to the street and utility infrastructure, and the property is sold into a cooperative owned by the owners of the manufactured homes. The national leader in facilitating cooperative conversion of manufactured home parks is ROC (Resident-Owned Communities) USA.

Wabasha has three manufactured home parks—Westa Town Mobile Home Park, Hiawatha Mobile Home Park, and the mobile home park in the Wabasha Marina Boatyard.

Objective. Increase the long-term stability of mobile home park resident households through a range of strategies.

Strategy. There is a menu of strategies that can be employed to address challenges and preserve the affordability of manufactured home parks.

- Through city ordinance, mobile home parks can be brought explicitly into the City's rental licensing program so that the mobile home park operator and property owners can be held accoutable for site conditions.
- The City can adopt a tenant notification ordinance so that there is advanced notice to mobile home owners if there is going to be a change in ownership, and there is an opportunity to assemble a competing purchase offer if desired.
- Small scale home loan programs or matching grants can be extended to owners of manufactured homes.
- Steps can be taken to explore a cooperative conversion of one or more local mobile home parks—through learning from other examples, building relationships with local owners and residents of mobile home parks, and connecting with ROC.

Resource Requirement. Staff or consultant time for research and relationship building, program development. Financial resources would be required if cooperative conversion is pursued.

Case Study. Zumbro Ridge Estates, in Rochester, created a Resident-Owned Cooperative from a preexisting mobile park with the support of an organization called ROC (Resident-Owned Communities) USA.

Capacity Building Strategy 1 – Revolving Subdivision Fund

Context. Cities can be proactive in setting the stage for subdivisions by building the required road and utility infrastructure. Doing that increases the rate of housing development because it reduces costs and risks for builders. It increases the diversity of housing because it gives the City more leverage in pursuing its desired development mix.

If the infrastructure is funded through traditional bond financing, the bonds are paid back via an additional levy in the first years of the new homeowners' property tax payments. But that entails some public sector risk, because if new home development stalls out, the City needs to draw from other resources to make the bond payments. This risk can be reduced by paying for the infrastructure out of a capital fund. The capital fund needs to be raised once, and then it is replenished as lots are sold and homes are built.

Objective. Reduce the risk of proactively providing subdivision infrastructure by raising and utilizing a subdivision capital fund.



Strategy. Determine and institute the mechanism for capitalizing revolving fund, exploring resources such as TIF pooling or other value capture models, or a temporary levy.

Case study. Sleepy Eye. The City bought/developed land and infrastructure, sold lots to owners who hired their own homebuilders.

Capacity Building Strategy 1 – Housing Trust Fund

Context. Wabasha can utilize tax increment financing or tax abatement to advance many of the strategies in this housing study. Where applicable, these are preferred methods of funding housing related activities, since the funds are derived from the property itself, and for that reason they don't require a reduction in funding for other City priorities.

Some of Wabasha's housing strategies will require another source of funds, and those strategies can be advanced more effectively with the creation of a local housing capital fund (often referred to as a Housing Trust Fund) targeted to priority goals. Funds could be used for:

- Creation or preservation of additional affordable housing units
- Land assembly for housing projects
- Increasing community development staffing

Objective. Increase capacity for furthering the City's housing goals through building a housing related capital fund.

Strategy. Study models for creating an affordable housing capital fund, such as:

- Dedicate excess tax increment financing from The Exchange Apartments
- Value capture models
- Deploy resources from Wabasha's Municipal Development Fund.

Case study. Bloomington's Housing Development Fund and Housing Trust Fund

Housing Strategies – Implementation

The preceding strategies are suitable and achievable for the City of Wabasha. Each of them would advance City goals related to housing choice, preservation and/or affordability.

Effective implementation of this strategic agenda will require the ongoing focused attention of City staff and leadership. The strategies will need to be prioritized for initial and subsequent action. Many of the strategies will require additional research relative to best practices in order to make decisions about how they should be implemented locally. Some require building relationships with other organizations or local property owners. Some require deploying resources, which may derive from the new development itself (such as when tax increment financing is utilized) or from other sources. Given limitations on staff availability, some ongoing external support may be needed to maintain focus and momentum, take the actions required to advance specific strategies, and tee up concrete actions for City Council consideration.

The long term strategic agenda will benefit from a regular schedule of review and goal setting—because not everything can be undertaken in any given year, and strategies that are being implemented can be tuned up with periodic review. An annual review cycle is recommended for:

- Reviewing City-wide indicators of housing availability and affordability
- Reporting progress and outcomes for City housing strategies underway
- Making adjustments to ongoing housing initiatives as warranted
- Establishing the housing agenda to be initiated or advanced in the coming year
- Setting goals relative to specific strategies, such as establishing targets for affordable housing production and/or preservation

Wabasha is an asset rich community with a wide variety of existing housing choices and talented staff and leadership. It has shown creativity and initiative in the development of its existing housing programs. For all of these reasons it is well positioned to take futher steps in addressing the housing needs of its residents by advancing this strategic agenda.

City Council Regular **10. 6.**

Meeting Date: 06/06/2023

ITEM TITLE: Approval to apply for 2024 Capital Budget & State Bonding for Hwy 60 Re-Route and Downtown Revitalization

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Resolution to apply for state-wide bond funds in 2024 for the Hwy 60 Re-Route and Downtown Revitalization Project.

Attachments

Resolution

CITY OF WABASHA
RESOLUTION No. 19-2023

Resolution to Apply to Minnesota Management and Budget for the 2024 Capital Budget and State Bonding for the Highway 60 Re-Route and Downtown Revitalization Project.

WHEREAS, the MN Minnesota Management and Budget's 2024 Capital Budget application process is now open for local units of government and political subdivisions to apply for projects with broad community support by June ;

WHEREAS, the criteria for the capital budget is critical projects and strategic investments that give local leaders tools they need to succeed, with particular focus on projects that include the following criteria: 1) Address life and safety issues 2) Preserve existing infrastructure and repair existing facilities before starting new projects 3) Provide at least a 50% local match 4) Are proposed following community engagement 5) Have a local resolution of support from the governing body 6) Integrate climate preparedness and/or clean energy 7) Address and undo historical and systemic disparities and inequities, including those based on race, gender, veterans' status, geography, and economic status;

WHEREAS, this project has been discussed in the Wabasha community for over 20 years, was also identified and prioritized during broad community engagement for the 2006 Wabasha Downtown Vision, the 2016 Comprehensive Plan, which included resident-wide surveys and a SWOT analysis;

WHEREAS, during the Greater Minnesota Futures, an important pilot project in 2019, with technical assistance provided by the University of Minnesota's Center for Design, which had participation of over 65 stakeholders, brought new life to this project, with designs described in this application, which include the Highway 60 Re-Route, new trail connections, improved water quality in the slough, the Athletic Field re-location and improvements to the Athletic Field, and housing and commercial redevelopment near the site;

WHEREAS, this application to construct a new route for Highway 60 will have important state-wide impact by improving transportation through a more efficient route;

WHEREAS, this project addresses life and safety issues by re-routing dangerous truck traffic away from pedestrians, youth, schools, child care, and residential areas and will reduce the potential for crashes;

WHEREAS, this project addresses historical and systematic inequities by benefitting lower-income populations and elderly populations, who are more likely to walk or bike and be at greater risk for injury from fast-moving vehicles;

WHEREAS, this application creates climate resiliency by reducing the potential for flooding of roads and improves the water quality and habitat in the backwaters of the Mississippi River (the Zumbro Slough);

WHEREAS, the resulting downtown revitalization that will occur as a result of this project will create opportunities for new, mixed-use housing in a walkable neighborhood, that is affordable to the Wabasha workforce and to Senior citizens, create economic development and jobs;

WHEREAS, the new athletic field will create new opportunities for youth engagement for a rural community facing a declining population;

BE IT RESOLVED, that the City of Wabasha, fully supports an application for a state bonding request for the Highway 60 Re-Route, new Athletic Field, and subsequent housing and commercial development;

BE IT RESOLVED that Caroline Gregerson (City Administrator) and Tyler Grabau (Finance Director) are hereby authorized to apply to the Minnesota Management and Budget through the Capital Budget System for no more than 50% of the costs associated with this project.

Adopted by the City Council of the City of Wabasha on June 6, 2023.

Attested: Approved:

City Clerk – Wendy Busch Mayor - Emily Durand

City Council Regular **10. 7.**

Meeting Date: 06/06/2023

ITEM TITLE: Schedule Special Meeting for USDA Grant Application Public Hearing

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

City Staff are proposing a Special Council meeting on Monday, June 19 at 9AM at City Hall. A Public Hearing is required in order for the City of Wabasha to apply for a USDA grant. This will be an informational meeting to approve the City of Wabasha USDA Grant application for a new Ambulance. If the City of Wabasha receives the USDA Grant, the USDA will pay 35% of the Ambulance cost, and the City of Wabasha will pay the remaining 65%. All residents and property owners within the City of Wabasha are encouraged to attend.

ACTION REQUIRED:

Approve Special Council Meeting date and time.

City Council Regular **11. 1.**

Meeting Date: 06/06/2023
ITEM TITLE: June Donations
DEPARTMENT: Administration

PURPOSE:

Donations

ITEM SUMMARY:

The city is required to accept all donations by resolution.

ACTION REQUIRED:

a motion approving the Resolution 17-2023 accepting the donations as of June 6th, 2023.

Attachments

June Donations Resolution 17-2023

CITY OF WABASHA
RESOLUTION No. 17-2023
RESOLUTION ACCEPTING DONATIONS

WHEREAS The City of Wabasha is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and
WHEREAS the following persons and entities have offered to contribute the cash amounts or items set forth below to the city for the following:

- **LIBRARY**
  - $20 - in memory of Marne Busch by Sally Schurhammer
  - $20 – in memory of Ron Stamschror by Kristi Kropp
  - $10 – in memory of Ron Stamschror by Judy Knose
  - $25 - in memory of Ron Stamschror by Kathy & Terry Arens
  - $50 – in memory of Ron Stamschror by Mark & Alice Jarstad
  - $2,000 – Fred & Dianne Schjolberg - Ancestry.com and summer reading
  - $350 – Gloria & Bill Hager
  - $100 – Jean Johnstad

- **FIREWORKS**
  - $200 – Wabasha Warehouse Liquor
  - $100 - Scott & Sally Lien
  - $200 – Robert & Diane Scheel
  - $250 – Kwik Trip

- **ATHLETIC FIELD COMPLEX**
  - $1,740 in memory of Lucille Dick funeral donations
  - $5,000 in memory of Lucille Dick by David & Jeani Wodele

- **WABASHA AMBULANCE**
  - 5 ton 1 ½' river rock values at $197.40 from Wabasha Sand, Gravel & Ready Mix

WHEREAS all such donations contributed are determined to be a benefit to the citizens of the City of Wabasha; and

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

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

1. The donations described above are hereby acknowledged and accepted and shall be used in accordance with the terms prescribed by the donor.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Wabasha on June 6th, 2023.

Approved:

_____
Mayor - Emily Durand

Attested:

_____
City Clerk – Wendy Busch