

WABASHA CITY COUNCIL

WABASHA CITY HALL

Tuesday, August 1, 2023

Council Meeting 6:00 PM

To see Council meeting YouTube vidoes, go to the City's YouTube page and go to the "LIVE" tab.

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 -**
3. **Public Comments**
4. **Changes or Additions to Agenda**
5. **Mayor's Presentation - Mayor Emily Durand**
6. **Committee Reports and Wabasha Good News**
7. Administrator's Report
8. **Consent Agenda**
 1. Athletic Field Complex Pay Application #1
 2. 7-12-23 Council Minutes
 3. August Warrants
 4. Approval to hire Alyssa Simonson as part-time casual, EMTIII
 5. Accept Tony Patraw's resignation as full-time EMT, re-fill position with two part-time EMT or part-time paramedic
 6. Public Works employee hire approval
 7. Eagle Basin subdivision pavement repair
 8. MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE (ICAC) Joint Powers Agreement
9. **Public Hearing**
 1. Cannabis Moratorium
 2. 2023 Street Improvement Project Assessment Hearing
10. **General Business**
 1. Resolution 29-2023 Adopting 2023 Street & Ut Imp Assessments
 2. Stegemann Addition Plat Approval
11. **Donations**
 1. 27-2023 August Donations

12. **Information - financials emailed to Council.**

13. **Announcements**

1. 2024 Budget Workshop: Tuesday, August 22nd at 3PM Wabasha Public Library

14. **Adjournment**

City Council Regular

7.

Meeting Date: 08/01/2023

ITEM TITLE: Administrator's Report

DEPARTMENT: Administration

PURPOSE:

Administrator's Report - Caroline Gregerson

ITEM SUMMARY:

- Pat Mueller is celebrating 15 years of service, He is our Water/Wastewater Superintendent. Pat is dedicated to his work and keeping a critical function of the city operating smoothly. He will go out of his way to help Wabasha residents and is very knowledgeable.
 - Senator Klobuchar and Senator Smith have advised us that our Highway 60 Re-Alignment project has been recommended for funding out of the Senate Appropriations Committee. This is a major hurdle that we have overcome. The \$5 million request would help us achieve this project.
 - The Wabasha Ambulance Service is now part-time ALS. This means that they can provide a higher level of care to patients and take on ALS transfers.
 - Extensive media coverage on the historic partnership with the US Army Corps on management of dredge material in Wabasha.
 - The Wabasha-Kellogg Trail Feasibility report is completed. This has valuable information on a path forward for the project. A bridge inspection was also done and shows that the existing piers are usable.
 - I've been working with Ryan Marking and the Ambulance Commission to continue to take a look at frequent open shifts that are going unfilled on weekends during the summer. We have developed a memo with a number of ideas that we will continue to test different strategies.
 - Lisa Springer has been getting out on Facebook and the website frequent updates and announcements about the street project, athletic field, and other updates.
 - In August, we will have an open position for a police officer (Ben Swanson, after 10 years with us is joining the County) and open EMS positions. Police and EMS continue to be hard to fill positions.
 - Chief Joe Stark and I met with the League of Minnesota Cities to discuss policies and practices at the City of Wabasha that keep our workmens comp claims low. They provided some valuable resources on keeping officers safe and expanding wellness or mental health programs.
 - Tyler Grabau is drafting the budget and meeting with Department Heads to go over 2024 budget.
 - I will be looking at planning and technical assistance grant to help small cities plan for flooding and stormwater management.
-

City Council Regular

8. 1.

Meeting Date: 08/01/2023

ITEM TITLE: Athletic Field Complex Pay Application #1

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attached is the breakdown for Contractor's Estimate No. 1 in the amount of \$333,176.92.
Bolton & Menk has reviewed the quantities and amounts shown to be assured of complete satisfaction.
Upon approval of the City council the contractor will be paid for the first payment of the project.

ACTION REQUIRED:

Motion to approve Pay App #1

Attachments

Pay App #1



Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

Ph: (507) 208-4332
Bolton-Menk.com

July 26, 2023

Joe Pember
Pember Companies Inc
N4449 469th Street
Menomonie, WI 54751

RE: Athletic Park Relocation Project
City of Wabasha, MN
Project No.: 0H1.128626

Dear Joe:

Enclosed is Contractor's Estimate No. 1 in the amount of \$333,176.92.

Please review the quantities and amounts shown to be assured of complete satisfaction. If everything is in order, please process through DocuSign as soon as possible.

If you have any questions, please feel free to call.

Sincerely,

Bolton & Menk, Inc.

Jonathan Nelsen, PLA
Project Manager

Enclosures

Contractor's Application for Payment

Owner: CITY OF WABASHA Engineer: BOLTON & MENK Contractor: PEMBER COMPANIES Project: ATHLETIC PARK RELOCATION PROJECT Contract: _____	Owner's Project No.: _____ Engineer's Project No.: OH1.128626 Agency's Project No.: _____																																				
Application No.: 1 Application Date: 7/25/2023 Application Period: From 6/19/2023 to 7/15/2023																																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Original Contract Price</td> <td style="width: 10%; text-align: center;">\$</td> <td style="width: 30%; text-align: right;">1,681,840.15</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">1,681,840.15</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">350,712.55</td> </tr> <tr> <td>5. Retainage</td> <td></td> <td></td> </tr> <tr> <td> a. 5% X \$ 350,712.55 Work Completed</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">17,535.63</td> </tr> <tr> <td> b. X \$ - Stored Materials</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td> c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">17,535.63</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">333,176.92</td> </tr> <tr> <td>7. Less previous payments</td> <td></td> <td></td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">333,176.92</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">1,331,127.60</td> </tr> </table>		1. Original Contract Price	\$	1,681,840.15	2. Net change by Change Orders	\$	-	3. Current Contract Price (Line 1 + Line 2)	\$	1,681,840.15	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	350,712.55	5. Retainage			a. 5% X \$ 350,712.55 Work Completed	\$	17,535.63	b. X \$ - Stored Materials	\$	-	c. Total Retainage (Line 5.a + Line 5.b)	\$	17,535.63	6. Amount eligible to date (Line 4 - Line 5.c)	\$	333,176.92	7. Less previous payments			8. Amount due this application	\$	333,176.92	9. Balance to finish, including retainage (Line 3 - Line 4)	\$	1,331,127.60
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																																					
Contractor: Pember Companies																																					
Signature: _____ Date: _____ Name: Joe Pember Title: _____																																					
Recommended by Landscape Architect By: _____ Name: Jonathan Nelsen Title: Project Manager Date: _____	Approved by Owner By: _____ Name: Caroline Gregerson Title: City Administrator Date: _____																																				

Progress Estimate - Unit Price Work
Contractor's Application for Payment

Owner:	CITY OF WABASHA	Owner's Project No.:	
Engineer:	BOLTON & MENK	Engineer's Project No.:	0H1.128626
Contractor:	PEMBER COMPANIES	Agency's Project No.:	
Project:	ATHLETIC PARK RELOCATION PROJECT		
Contract:			

Application No.: 1		Application Period: From 06/19/23 to 07/15/23		Application Date: 07/25/23									
A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract													
1	MOBILIZATION	1.00	LS	132,250.00	132,250.00		-	0.50	66,125.00		66,125.00	50%	66,125.00
2	STORM DRAIN INLET PROTECTION	10.00	EA	200.00	2,000.00		-	2.00	400.00		400.00	20%	1,600.00
3	SEDIMENT CONTROL LOG TYPE COMPOST, 12"	450.00	LF	8.00	3,600.00		-	300.00	2,400.00		2,400.00	67%	1,200.00
4	SILT FENCE, TYPE MACHINE SLICED	1,900.00	LF	3.20	6,080.00		-	2,576.00	8,243.20		8,243.20	136%	(2,163.20)
5	STABILIZED CONSTRUCTION EXIT	1.00	EA	3,000.00	3,000.00		-	1.00	3,000.00		3,000.00	100%	-
6	CLEARING & GRUBBING	37.00	TREE	265.00	9,805.00		-	37.00	9,805.00		9,805.00	100%	-
7	SAWING CONCRETE PAVEMENT (FULL DEPTH)	20.00	LF	20.00	400.00		-	-	-		-	-	400.00
8	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	80.00	LF	10.00	800.00		-	-	-		-	-	800.00
9	REMOVE CONCRETE PAVEMENT	10.00	SY	53.00	530.00		-	10.00	530.00		530.00	100%	-
10	REMOVE BITUMINOUS PAVEMENT	1,200.00	SY	5.40	6,480.00		-	702.00	3,790.80		3,790.80	59%	2,689.20
11	REMOVE GRAVEL PARKING LOT	2,300.00	SY	4.25	9,775.00		-	2,185.00	9,286.25		9,286.25	95%	488.75
12	REMOVE SIGN	3.00	EA	160.00	480.00		-	3.00	480.00		480.00	100%	-
13	REMOVE CONCRETE DRAINAGE STRUCTURE (DRIVEWAY	50.00	LF	10.60	530.00		-	50.00	530.00		530.00	100%	-
14	REMOVE LIGHT POLE BASE & FOOTING	6.00	EA	380.00	2,280.00		-	6.00	2,280.00		2,280.00	100%	-
15	REMOVE FENCE (WOOD POSTS AND CABLE)	1.00	LS	850.00	850.00		-	1.00	850.00		850.00	100%	-
16	INSTALL SCOREBOARD	2.00	EA	4,500.00	9,000.00		-	-	-		-	-	9,000.00
17	INSTALL BATTING CAGE SYSTEM	1.00	EA	11,400.00	11,400.00		-	-	-		-	-	11,400.00
18	COMMON EXCAVATION (P) (EV)	7,500.00	CY	7.45	55,875.00		-	7,000.00	52,150.00		52,150.00	93%	3,725.00
19	TOPSOIL STRIP AND RESPREAD (P)	8,400.00	CY	8.50	71,400.00		-	8,000.00	68,000.00		68,000.00	95%	3,400.00
20	SAND SUBBASE (P)	2,120.00	CY	12.75	27,030.00		-	2,342.00	29,860.50		29,860.50	110%	(2,830.50)
21	ORGANIC TOPSOIL BORROW (P)	26.00	CY	42.50	1,105.00		-	26.00	1,105.00		1,105.00	100%	-
22	FILTER TOPSOIL BORROW (ENGINEERED SOIL MIX) (P)	85.00	CY	31.80	2,703.00		-	85.00	2,703.00		2,703.00	100%	-
23	FINE FILTER AGGREGATE (P)	13.00	CY	53.00	689.00		-	13.00	689.00		689.00	100%	-
24	COARSE FILTER AGGREGATE (P)	78.00	CY	53.00	4,134.00		-	78.00	4,134.00		4,134.00	100%	-
25	CORPORATION STOP (WATER SERVICE)	1.00	EA	992.00	992.00		-	-	-		-	-	992.00
26	CURB STOP AND BOX (WATER SERVICE)	1.00	EA	915.00	915.00		-	-	-		-	-	915.00
27	2" COPPER SERVICE PIPE (WATER SERVICE)	75.00	LF	87.30	6,547.50		-	-	-		-	-	6,547.50
28	CONNECT TO EXISTING SANITARY MAIN (SANITARY)	1.00	EA	1,250.00	1,250.00		-	-	-		-	-	1,250.00
29	8" PVC PIPE SEWER (SDR 35) (SANITARY)	12.00	LF	87.20	1,046.40		-	-	-		-	-	1,046.40
30	4" PVC PIPE SEWER (SDR-26) (SANITARY)	130.00	LF	71.15	9,249.50		-	-	-		-	-	9,249.50
31	SANITARY CLEANOUT	2.00	EA	985.00	1,970.00		-	-	-		-	-	1,970.00
32	MANHOLE (SANITARY)	1.00	EA	5,360.00	5,360.00		-	-	-		-	-	5,360.00
33	CASTING ASSEMBLY (SANITARY MANHOLE)	1.00	EA	905.00	905.00		-	-	-		-	-	905.00
34	6" PERFORATED PVC STORM PIPE (DRAINTILE)	1,300.00	LF	32.55	42,315.00		-	1,216.00	39,580.80		39,580.80	94%	2,734.20
35	CONSTRUCT DRAINTILE CLEANOUT	10.00	EA	1,085.00	10,850.00		-	10.00	10,850.00		10,850.00	100%	-
36	12" STORM PIPE (STORM)	1,100.00	LF	94.65	104,115.00		-	-	-		-	-	104,115.00
37	CONSTRUCT DRAINAGE STRUCTURE (4022, 48") (CATCH	9.00	EA	3,230.00	29,070.00		-	-	-		-	-	29,070.00
38	CONSTRUCT DRAINAGE STRUCTURE OVER EXISTING STORM	1.00	EA	8,520.00	8,520.00		-	-	-		-	-	8,520.00
39	CASTING ASSEMBLY (STORM)	10.00	EA	980.00	9,800.00		-	-	-		-	-	9,800.00
40	STABILIZED AGGREGATE BASE (CLASS 5 AGGREGATE) (P)	2,500.00	CY	21.20	53,000.00		-	1,600.00	33,920.00		33,920.00	64%	19,080.00
41	PARKING LOT TYPE SP 9.5 WEARING COURSE MIXTURE	170.00	TON	134.65	22,890.50		-	-	-		-	-	22,890.50
42	PARKING LOT TYPE SP 9.5 NON-WEARING COURSE MIXTURE	170.00	TON	166.15	28,245.50		-	-	-		-	-	28,245.50
43	PARKING LOT BITUMINOUS MATERIAL FOR TACK COAT	150.00	GAL	5.55	832.50		-	-	-		-	-	832.50
44	BITUMINOUS PATCH	75.00	SY	83.40	6,255.00		-	-	-		-	-	6,255.00
45	BITUMINOUS TRAIL, 8' WIDE	470.00	SY	39.00	18,330.00		-	-	-		-	-	18,330.00
46	CONCRETE CURB AND GUTTER (B612)	370.00	LF	22.85	8,454.50		-	-	-		-	-	8,454.50
47	CONCRETE CURB AND GUTTER (B618)	25.00	LF	38.55	963.75		-	-	-		-	-	963.75
48	4 INCH CONCRETE WALK	5,680.00	SF	6.70	38,056.00		-	-	-		-	-	38,056.00
49	6 INCH CONCRETE WALK	4,465.00	SF	8.70	38,845.50		-	-	-		-	-	38,845.50

Progress Estimate - Unit Price Work
Contractor's Application for Payment

Owner:	CITY OF WABASHA	Owner's Project No.:	
Engineer:	BOLTON & MENK	Engineer's Project No.:	0H1.128626
Contractor:	PEMBER COMPANIES	Agency's Project No.:	
Project:	ATHLETIC PARK RELOCATION PROJECT		
Contract:			

Application No.:	1	Application Period:	From	06/19/23	to	07/15/23	Application Date:	07/25/23					
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Bid Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
50	6 INCH CONCRETE PEDESTRIAN RAMP	240.00	SF	10.75	2,580.00		-	-	-		-		2,580.00
51	TRUNCATED DOMES	51.00	SF	50.20	2,560.20		-	-	-		-		2,560.20
52	6 INCH REINFORCED HOCKEY RINK CONCRETE	261.00	CY	737.00	192,357.00		-	-	-		-		192,357.00
53	HOCKEY RINK SLAB REINFORCING	6,440.00	LBS	3.10	19,964.00		-	-	-		-		19,964.00
54	4 INCH CONCRETE MAINTENANCE STRIP (18" WIDTH)	745.00	LF	42.35	31,550.75		-	-	-		-		31,550.75
55	SIGN TYPE C (HANDICAP PARKING AND ACCESS AISLE SIGNS)	3.00	EA	91.00	273.00		-	-	-		-		273.00
56	SIGN POST	3.00	EA	318.50	955.50		-	-	-		-		955.50
57	PAVT MSSG - WHITE PAINT (HANDICAP SYMBOL)	2.00	EA	63.65	127.30		-	-	-		-		127.30
58	4 INCH SOLID LINE WHITE PAINT (PARKING LOT)	1,500.00	LF	1.80	2,700.00		-	-	-		-		2,700.00
59	TURF ESTABLISHMENT - SPORTS FIELD SEED MIX	600.00	LBS	3.50	2,100.00		-	-	-		-		2,100.00
60	TURF ESTABLISHMENT - 25-151-HIGH MAINTENANCE TURF	720.00	LBS	3.50	2,520.00		-	-	-		-		2,520.00
61	TURF ESTABLISHMENT-25-131-LOW MAINTENANCE TURF	45.00	LBS	3.50	157.50		-	-	-		-		157.50
62	HYDRAULIC MATRIX, TYPE MULCH	6.00	ACRE	10,000.00	60,000.00		-	-	-		-		60,000.00
63	ROLLED EROSION PREVENTION PRODUCT, CATEGORY 20	200.00	SY	3.20	640.00		-	-	-		-		640.00
64	MODULAR BLOCK RETAINING WALL	90.00	SF	119.00	10,710.00		-	-	-		-		10,710.00
65	BASKETBALL HOOP	2.00	EA	6,310.00	12,620.00		-	-	-		-		12,620.00
66	BASKETBALL COURT PAINT LINES	610.00	LF	1.55	945.50		-	-	-		-		945.50
67	HOCKEY RINK DASHER BOARDS	1.00	LS	129,000.00	129,000.00		-	-	-		-		129,000.00
68	ELECTRICAL SERVICE/CONTROL CABINET	1.00	LS	10,235.00	10,235.00		-	-	-		-		10,235.00
69	RECEPTACLE STANCHION	2.00	EA	1,285.00	2,570.00		-	-	-		-		2,570.00
70	3/4" NON-METALLIC CONDUIT, SCH 40	115.00	LF	3.15	362.25		-	-	-		-		362.25
71	1" NON-METALLIC CONDUIT, SCH 40	752.00	LF	3.60	2,707.20		-	-	-		-		2,707.20
72	1-1/4" NON-METALLIC CONDUIT, SCH 40	635.00	LF	4.50	2,857.50		-	-	-		-		2,857.50
73	2" NON-METALLIC CONDUIT, SCH 40	356.00	LF	6.90	2,456.40		-	-	-		-		2,456.40
74	UNDERGROUND WIRE 1 C#3/0 AWG	820.00	LF	6.00	4,920.00		-	-	-		-		4,920.00
75	UNDERGROUND WIRE 1 C#10 AWG	1,876.00	LF	0.90	1,688.40		-	-	-		-		1,688.40
76	UNDERGROUND WIRE 1 C#4 AWG	2,555.00	LF	2.35	6,004.25		-	-	-		-		6,004.25
77	HANDHOLE	3.00	EA	1,120.00	3,360.00		-	-	-		-		3,360.00
78	LIGHTING UNIT TYPE A-PARKING LOT LIGHT (LIGHT AND	2.00	EA	5,375.00	10,750.00		-	-	-		-		10,750.00
79	LIGHT FOUNDATION TYPE A (FUTURE TRAIL LIGHTING)	4.00	EA	1,035.00	4,140.00		-	-	-		-		4,140.00
80	SCOREBOARD ELECTRICAL	2.00	EA	815.00	1,630.00		-	-	-		-		1,630.00
81	BASES, HOME PLATE, AND PITCHING RUBBER	2.00	EA	2,645.00	5,290.00		-	-	-		-		5,290.00
82	AGLIME SURFACING (P)	835.00	TON	74.25	61,998.75		-	-	-		-		61,998.75
83	18' HT. GALVANIZED CHAIN LINK FENCE - BACKSTOP	150.00	LF	270.40	40,560.00		-	-	-		-		40,560.00
84	8' HT. GALVANIZED CHAIN LINK FENCE	40.00	LF	91.00	3,640.00		-	-	-		-		3,640.00
85	SPECTATOR BLEACHER PADS (CV)	24.00	CY	36.10	866.40		-	-	-		-		866.40
86	SPORT COURT TYPE SP 9.5 WEAR COURSE MIXTURE	1,190.00	SY	13.10	15,589.00		-	-	-		-		15,589.00
87	SPORT COURT TYPE SP 9.5 BINDER COURSE MIXTURE	1,190.00	SY	18.90	22,491.00		-	-	-		-		22,491.00
88	SPORT COURT BITUMINOUS MATERIAL FOR TACK COAT	120.00	GAL	5.55	666.00		-	-	-		-		666.00
89	ACRYLIC SPORT COURT SURFACING INCLUDING COURT	1,190.00	SY	15.90	18,921.00		-	-	-		-		18,921.00
90	PICKLEBALL NET AND POST SYSTEM	2.00	EA	3,345.00	6,690.00		-	-	-		-		6,690.00
91	TENNIS NET AND POST SYSTEM	1.00	EA	3,730.00	3,730.00		-	-	-		-		3,730.00
92	10' HT. GALVANIZED CHAIN LINK FENCE (TENNIS ENDS)	152.00	LF	112.70	17,130.40		-	-	-		-		17,130.40
93	6' HT. GALVANIZED CHAIN LINK FENCE (TENNIS SIDES +	320.00	LF	53.05	16,976.00		-	-	-		-		16,976.00
94	4' HT. GALVANIZED CHAIN LINK FENCE (PICKLEBALL EAST	50.00	LF	58.85	2,942.50		-	-	-		-		2,942.50
95	6' HT. GALVANIZED CHAIN LINK FENCE SINGLE GATE, 4' WIDE	2.00	EA	482.50	965.00		-	-	-		-		965.00
96	6' HT. GALVANIZED CHAIN LINK FENCE DOUBLE GATE, 10'	1.00	EA	1,115.00	1,115.00		-	-	-		-		1,115.00
97	4' HT. GALVANIZED CHAIN LINK FENCE DOUBLE GATE, 10'	1.00	EA	865.00	865.00		-	-	-		-		865.00
98	POST TENSION CONCRETE	10,575.00	SF	14.25	150,693.75		-	-	-		-		150,693.75
99	SPORT COURT TYPE SP 9.5 WEAR COURSE MIXTURE	(1,190.00)	SY	13.05	(15,529.50)		-	-	-		-		(15,529.50)

Progress Estimate - Unit Price Work
Contractor's Application for Payment

Owner:	CITY OF WABASHA	Owner's Project No.:	
Engineer:	BOLTON & MENK	Engineer's Project No.:	0H1.128626
Contractor:	PEMBER COMPANIES	Agency's Project No.:	
Project:	ATHLETIC PARK RELOCATION PROJECT		
Contract:			

Application No.:	1	Application Period:	From	06/19/23	to	07/15/23	Application Date:							07/25/23	
A	B	C	D	E	F	F1	F2	G	H	I	J	K	L		
Bid Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)		
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)						
100	SPORT COURT TYPE SP 9.5 BINDER COURSE MIXTURE	(1,190.00)	SY	18.85	(22,431.50)		-	-	-		-		(22,431.50)		
101	BITUMINOUS MATERIAL FOR TACK COAT (CREDIT)	(120.00)	GAL	5.55	(666.00)		-	-	-		-		(666.00)		
102	12 INCH CONCRETE MAINTENANCE STRIP (18" WIDTH)	545.00	LF	45.00	24,525.00		-	-	-		-		24,525.00		
103	4 INCH CONCRETE MAINTENANCE STRIP (18" WIDTH)(CREDIT)	(545.00)	LF	38.85	(21,173.25)		-	-	-		-		(21,173.25)		
104	HOCKEY RINK LIGHT POLE FOUNDATION	2.00	EA	2,740.00	5,480.00		-	-	-		-		5,480.00		
105	HOCKEY RINK LIGHT POLE AND FIXTURES	2.00	EA	220.60	441.20		-	-	-		-		441.20		
106	1" NON-METALLIC CONDUIT, SCH 40	290.00	LF	3.55	1,029.50		-	-	-		-		1,029.50		
107	UNDERGROUND WIRE 1 C#8 AWG	1,110.00	LF	1.35	1,498.50		-	-	-		-		1,498.50		
108	HANDHOLE	1.00	EA	1,120.00	1,120.00		-	-	-		-		1,120.00		
		-	-	-	-		-	-	-		-		-		
Original Contract Totals					\$ 1,681,840.15		\$ -		\$ 350,712.55	\$ -	\$ 350,712.55	21%	\$ 1,331,127.60		

City Council Regular

8. 2.

Meeting Date: 08/01/2023

ITEM TITLE: 7-12-23 Council Minutes

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

7-12-23 CC Minutes

DRAFT

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: July 12, 2023

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Tuesday, July 12, 2023, and was called to order at 6:00 p.m. by Mayor Durand. Council Member Meurer attended the meeting remotely via Zoom.

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

Absent: Council Member Eugene Jensen

All present stood and recited the Pledge of Allegiance.

1. Pledge of Allegiance

2. Guest Speaker

1. Tisha Bergner - WCPH TZD Program Information

Tisha Bergner from Wabasha County Public Health discussed how Wabasha County and local law enforcement representatives work together on the TZD (Toward Zero Deaths) program. She detailed the education, enforcement, emergency medical and trauma services, engineering, and outreach components of the program. She reviewed traffic crash statistics and described safety improvements. She discussed TZD program resources and upcoming local activities.

Speeding was referenced as an ongoing problem. Distractions and inattention were noted as major contributing factors for both drivers and pedestrians. Increased motorcycle crashes were discussed.

3. Public Comments

Mayor Durand reviewed the public comment procedure. There were no public comments.

4. Changes or Additions to Agenda

Moved by Council Member John Friedmeyer, seconded by Council Member Brian Wodele to approve the Agenda as presented.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

5. **Mayor's Presentation - Mayor Emily Durand**

Mayor Durand reported that City Administrator Gregerson is enjoying some vacation time. She reviewed recent and upcoming activities. She summarized recent street construction project meetings and provided a project update. She discussed grant funding opportunities and the State bonding tour. She discussed conference attendance by Council Member Sulla and City Administrator Gregerson. She discussed a signing ceremony on July 25 relating to the DMMP / Section 217(d) agreement between the City of Wabasha and the U.S. Army Corps of Engineers. She discussed the 4th of July celebration and fireworks and expressed appreciation to the many community volunteers who provided donations and assistance. She discussed an upcoming housing meeting in September. She congratulated Tony Johnson on 20 years of service to the City and reviewed his employment history.

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

Utilities Commission: Council Member Wodele referenced a recent meeting. He further discussed the 4th of July celebration and thanked community members for their assistance.

Port Authority: Council Member Friedmeyer summarized topics of discussion during a recent meeting and expressed appreciation for the hard work associated with the drafting of the Section 217(d) agreement. He stated that the Port Authority discussed a potential multifamily housing project by Three Rivers Community Action and received an update regarding the Highway 60 realignment project from City Planner Kristi Trisko.

Park Board: Public Works Director Tony Johnson reviewed topics of discussion during a recent meeting, including staffing, a pool update, restrooms, mowing activities, and an athletic field update.

Street Commission: Public Works Director Johnson summarized discussion during a recent joint meeting of the Utilities Commission and the Street Commission, during which the street reconstruction project, street closures, and parking were discussed.

Assistant Public Works Director Riley Costello was congratulated on his one-year anniversary with the City. On behalf of the Public Works Department, Assistant Public Works Director Costello congratulated Director Johnson and thanked him for his service and leadership.

Planning Commission: Council Member Wallerich reported that the Planning Commission does not plan to meet during July.

7. **Administrator's Report**

There was no report.

8. **Consent Agenda**

Mayor Durand reviewed the Consent Agenda.

Moved by Council Member Tim Wallerich, seconded by Council Member Brian Wodele to approve the Consent Agenda.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

1. Approval of June 6, 2023, Regular Minutes
This item was removed from the Consent Agenda, as it was a duplicate.

2. Beach Park Slide Replacement Quote

3. Replacement of Public Works Desks

4. July Warrants

5. City Council Minutes 6-6-2023

6. Special City Council Minutes 6-13-2023

7. Special City Council Minutes 6-26-2023

8. Gambling Applications

9. Liquor License

9. **Public Hearing**

1. Public Hearing – Tax Abatement
Mike Bubany from David Drown Associates provided background information and reviewed the purpose of the public hearing. He referenced ineligible costs relating to the utility component of the street improvement project. He clarified that the tax abatement would not impact the identified parcels. He stated that the duration of the tax abatement would be from 2024 through 2043. He summarized the proposed resolution language.

Mayor Durand opened the public hearing at 6:35 p.m. No one spoke during the public hearing. Mayor Durand closed the public hearing at 6:35 p.m.

2. Resolution Approving Tax Abatement

Moved by Council Member Jeff Sulla, seconded by Council Member Dean Meurer to adopt a resolution approving tax abatement, as discussed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

10. **General Business**

1. Reconsideration of 12th Street Bike Path

Council Member Meurer relayed resident feedback and suggested reconsideration of a 12th Street bike path. He detailed the proposed bike path and stated that the Park Board has expressed support for the project. Mayor Durand provided additional background information. Council Member Wodele spoke in opposition to the proposed bike path, stating that the City has been overspending on projects. He also expressed concerns about speeding in the area and pedestrian / bicyclist safety. Council Member Meurer summarized conversations with property owners in the area and discussed parking considerations. He expressed agreement with concerns about overspending on projects but provided rationale for this investment. Council Member Wodele discussed parking challenges.

Public Works Director Johnson summarized discussions by the Park Board and the Street Commission. He noted that the bike path was included in the original project plan. Park Board Member Sharon Burke provided additional information and reviewed the pros and cons of the proposed bike path.

Council Member Friedmeyer commented regarding the benefits of bike paths, as opposed to kids riding bicycles on the streets. He spoke in support of the project, describing it as money well spent in the long term.

Council Member Sulla spoke in support of the project and noted that funding would be available from contingency funds.

Moved by Council Member John Friedmeyer, seconded by Council Member Jeff Sulla to include the bike path in the project, as originally planned.

Vote: 4 - 2 Adopted

NAY: Council Member Brian Wodele

Council Member Tim Wallerich

Other: Council Member Eugene Jensen (ABSENT)

2. Resolution Authorizing Sale of Bonds

Mike Bubany from David Drown Associates referenced past Council discussion of the bond sale and provided an update. He discussed the preparation of additional supporting documents by City staff and reviewed the City's credit rating. He discussed the bond sale that occurred earlier in the day. He noted that there were five bids, with the low bid coming in at 3.83 percent. He stated that his projected rate a month ago was 3.92 percent. He reviewed the bond proceeds and the payment schedule. He discussed property tax levy impacts.

Following the motion and vote, Mr. Bubany reviewed the next steps in the process. He discussed a construction rebate opportunity.

Moved by Council Member Dean Meurer, seconded by Council Member Brian Wodele to adopt a resolution authorizing the bond sale.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

3. 2023 Street Project Assessments Resolution
Project Manager Katy Gehler from Bolton & Menk provided background information, further discussed the project, and reviewed the proposed assessments and interest rate. It was suggested to schedule a public hearing on August 1st.

Moved by Council Member Tim Wallerich, seconded by Council Member Brian Wodele to adopt a resolution relating to the assessment process and scheduling a public hearing on August 1, 2023.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

Moved by Council Member John Friedmeyer, seconded by Council Member Jeff Sulla approve the project work order, as discussed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

4. Appoint Council Member to Kellogg-Greenfield-Wabasha Trail Connection Joint Powers Board
Mayor Durand provided background information and discussed the work of this board. Council Member Wallerich and Mayor Durand volunteered to serve on this board.

Moved by Council Member Brian Wodele, seconded by Council Member Jeff Sulla to approve the appointment, as discussed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

11. **Donations**

1. 24-2023 July Donations Resolution
The July donations were reviewed.

- **LIBRARY**

\$50 – In memory of Joseph & Patricia (Wodele) Gasik by Jeani and David Wodele

\$25 – In memory of Dorothy Kennebeck by Fred & Dianne Schjolberg

\$250 - Gary & Deb Glomski

\$20 – In memory of Eunice Sulentich by Shirley Dahl

\$10 – In memory of Eunice Sulentich by The Mahjong Group

\$25 – In memory of Eunice Sulentich by Sue & Jerry Dalen

\$20 – In memory of Eunice Sulentich by Marianne Carr

\$50 – In memory of Eunice Sulentich by Amie & Michael Kopacz

\$1,415 – In memory of Paul Klees by family & friends

- **FIREWORKS**

\$200 – Dave Wodele

\$100 – Norman Bussian

\$250 – Hills Hardware Hank

\$500 – Rotary Club of Wabasha

\$100 – The Olde Triangle

\$500 – Bolton & Menk

• WABASHA MUNICIPAL POOL

\$300 - Anonymous for 2 dumbbell set & 12 swim boards

Pool noodles & Storage containers donated by Jon Stern & Jim Uhrhammer

\$16,000 – WKACF Kids Swim Free Program – SMIF

• ATHLETIC FIELD COMPLEX

\$1,000 – Daniel & Lisa Cook

Moved by Council Member Tim Wallerich, seconded by Council Member Brian Wodele to adopt Resolution 24-2023 approving the donations.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

12. **Information - Financials Emailed to Council**

13. **Announcements**

14. **Adjournment**

Moved by Council Member Tim Wallerich, seconded by Council Member John Friedmeyer to adjourn the meeting. The meeting adjourned at 7:09 p.m.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

Jessica Leonhardt, Deputy Clerk

City Council Regular

8. 3.

Meeting Date: 08/01/2023

ITEM TITLE: August Warrants

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

August Warrants

CITY OF WABASHA COUNCIL PAYABLES

08/01/23 1:23 PM

Page 1

PROG Descr	Search Name	Account Descr	Amount	Comments
PROG Descr				
	FALCON YOUTH BASEBALL ASSOC	G 100-10424 Pool Concession Fund	\$174.00	LEFT OVER CANDY FOR POOL
	THREE RIVERS COMMUNITY ACTION	G 100-20210 TRANSIT BUS	\$395.50	TOKENS APRIL- JULY
PROG Descr			\$569.50	
PROG Descr Administration				
Administration	VISA	E 100-410-41500-308 Continuing Ed	\$75.00	SEMLM CONFRENCE
Administration	RED WING WORDSMITH	E 100-410-41500-311 Contractor Fees	\$113.60	MINUTES
Administration	RED WING WORDSMITH	E 100-410-41500-311 Contractor Fees	\$132.80	MINUTES
Administration	RED WING WORDSMITH	E 100-410-41500-311 Contractor Fees	\$113.60	MINUTES
Administration	VISA	E 100-410-41500-331 Travel Expense	\$16.00	MEAL FOR CONFRENCE
Administration	VISA	E 100-410-41500-331 Travel Expense	\$317.98	HOLIDAY INN
Administration	STUMPF PRINTING COMPANY	E 100-410-41500-350 Printing and Binding	\$166.00	REG ENVELOPES WITH RETURN
Administration	VISA	E 100-410-41500-433 Dues and Subscriptions	\$539.20	ICMA MEMBERSHIP DUES
Administration	VISA	E 100-410-41500-433 Dues and Subscriptions	\$9.99	POST BULLETIN
Administration	VISA	E 100-410-41500-433 Dues and Subscriptions	\$139.00	AMAZON PRIME
Administration	VISA	E 501-410-41500-500 CAPITAL OUTLAY	\$1,049.00	OWL
PROG Descr Administration			\$2,672.17	
PROG Descr Ambulance				
Ambulance	VISA	E 100-420-42500-206 Training Center Expenditures	\$867.00	CPR TRAINING SERVICES
Ambulance	VISA	E 100-420-42500-217 Medical Supplies	\$336.91	MEDICAL SUPPLIES
Ambulance	VISA	E 100-420-42500-219 General Supplies	\$10.20	CLEANING SUPPLIES
Ambulance	HILLS HARDWARE HANK	E 100-420-42500-223 Building Maint/Repair Supplies	\$68.25	MISC SUPPLIES AND MISC AMBULANCE C
Ambulance	HILLS HARDWARE HANK	E 100-420-42500-414 Vehicle Maintenance	\$42.16	MISC SUPPLIES AND MISC AMBULANCE C
Ambulance	VISA	E 100-420-42500-430 Miscellaneous	\$360.17	PROMOTIONAL ITEMS
Ambulance	VISA	E 100-420-42500-570 Office Equipment & Furnishings	\$189.98	BOOKCASE
PROG Descr Ambulance			\$1,874.67	
PROG Descr Engineering				
Engineering	RED WING WORDSMITH	E 100-410-41300-317 Consultant Fees	\$81.60	MINUTES
PROG Descr Engineering			\$81.60	
PROG Descr General Govt Bldg City Hall				
General Govt Bldg City Hall	VISA	E 100-410-41900-200 Office Supplies	\$42.93	PAPER
General Govt Bldg City Hall	VISA	E 100-410-41900-211 Cleaning/Janitorial Supplies	\$236.65	TRASH BAGS & OTHER SUPPLIES
General Govt Bldg City Hall	VISA	E 100-410-41900-211 Cleaning/Janitorial Supplies	\$104.35	CLEANING SUPPLIES
General Govt Bldg City Hall	CINTAS	E 100-410-41900-313 Cleaning Services	\$76.02	RUG SERVICES

PROG Descr	Search Name	Account Descr	Amount	Comments
General Govt Bldg City Hall	VISA	E 100-410-41900-433 Dues and Subscriptions	\$21.46	ADOBE SUBSCRIPTION`
PROG Descr General Govt Bldg City Hall			\$481.41	
PROG Descr Mayor and Council				
Mayor and Council	VISA	E 100-410-41100-308 Continuing Ed	\$50.00	SEMLM CONFRENCE
Mayor and Council	VISA	E 100-410-41100-331 Travel Expense	\$317.98	HOLIDAY INN
PROG Descr Mayor and Council			\$367.98	
PROG Descr Miscellaneous				
Miscellaneous	LIFE-ASSIST, INC	E 100-490-45400-430 Miscellaneous	\$214.50	I-GEL O2 REEUS PACKS SIZES 3,4,5
PROG Descr Miscellaneous			\$214.50	
PROG Descr Planning & Community Developme				
Planning & Community De	BOLTON AND MENK INC	E 100-420-42300-311 Contractor Fees	\$3,844.00	PLANNING & ZONING
Planning & Community De	BOLTON AND MENK INC	E 100-420-42300-311 Contractor Fees	\$2,535.00	PLANNING AND ZONING
Planning & Community De	BOLTON AND MENK INC	E 350-410-42300-311 Contractor Fees	\$9,430.50	ATHLETIC FIELD RELOCATION MAR-APR
Planning & Community De	BOLTON AND MENK INC	E 350-410-42300-311 Contractor Fees	\$31,647.13	ATHLETIC FIELD RELOC APR-MAY
Planning & Community De	BOLTON AND MENK INC	E 350-410-42300-311 Contractor Fees	\$36,663.00	ATHLETIC FIELD RELOCATION FEB-MAR
PROG Descr Planning & Community Developme			\$84,119.63	
PROG Descr Police Protection				
Police Protection	VISA	E 100-420-42100-219 General Supplies	\$72.07	SAMS CLUB ITEMS
Police Protection	VISA	E 100-420-42100-221 Equipment Maintenance/Parts	\$42.95	POWER CABLE
Police Protection	VISA	E 100-420-42100-581 Uniforms	\$27.59	PATCHES
Police Protection	VISA	E 100-420-42100-581 Uniforms	\$27.23	EAR PIECES AND EAR PLUGS
Police Protection	VISA	E 501-420-42100-500 CAPITAL OUTLAY	\$256.04	TARGETS
PROG Descr Police Protection			\$425.88	
PROG Descr Pool				
Pool	VISA	E 100-450-45300-221 Equipment Maintenance/Parts	\$171.47	PRO TUFF POOL POLE
Pool	VISA	E 100-450-45300-542 Pool Improvements	\$112.72	ITS CLEAN
PROG Descr Pool			\$284.19	
PROG Descr Public Works				
Public Works	VISA	E 100-430-43100-211 Cleaning/Janitorial Supplies	\$134.70	ZEP BATHROOM CLEANER
Public Works	VISA	E 100-430-43100-219 General Supplies	\$224.19	32" MONITOR
Public Works	VISA	E 100-430-43100-219 General Supplies	\$1.96	INTERNATIONAL FEES
Public Works	VISA	E 100-430-43100-221 Equipment Maintenance/Parts	\$36.95	ATV TIRE TUBE
Public Works	VISA	E 100-430-43100-240 Small Tools and Minor Equip.	\$8.62	9-16 RATCHET
Public Works	VISA	E 100-430-43100-350 Printing and Binding	\$34.35	RILEYS BUSINESS CARDS
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$71.48	CAMPGROUND
Public Works	VISA	E 100-430-43100-383 Forestry	\$99.99	SPYPOINT
Public Works	VISA	E 100-430-43100-383 Forestry	\$96.00	SPYPOINT

PROG Descr	Search Name	Account Descr	Amount	Comments
Public Works	VISA	E 100-430-43100-527 PARK MAINTENANCE	\$146.99	20# HERBICIDE
Public Works	VISA	E 100-430-43100-527 PARK MAINTENANCE	\$296.00	50# NAVIGATE HERBICIDE
Public Works	BOLTON AND MENK INC	E 389-430-43100-303 Engineering Fees	\$101,825.75	2023 STREET & UTILITY IMP PROF FEES
Public Works	BOLTON AND MENK INC	E 389-430-43100-303 Engineering Fees	\$130,799.00	2023 STREET & UT IMP PROF FEES MAR-
Public Works	BOLTON AND MENK INC	E 389-430-43100-303 Engineering Fees	\$36,869.00	2023 STREET & UT PROF FEES APR-MAY
PROG Descr Public Works			\$270,644.98	
			\$361,736.51	

City Council Regular

8. 4.

Meeting Date: 08/01/2023

ITEM TITLE: Approval to hire Alyssa Simonson as part-time casual, EMTIII

DEPARTMENT: Administration

REQUESTED BY:

PURPOSE:

Approval to hire Alyssa Simonson as part-time casual, EMTIII

ITEM SUMMARY:

Alyssa Simonson has worked with us before and left for a promotion in Kenosha and pursue paramedic school. She is interested in doing one weekend per month for 36 hours at our current rate for an EMTIII. She may have additional availability depending on her schedule. Alyssa has over 7 years of EMS experience with almost 2 years of that being with Wabasha Ambulance as a full-time employee. Alyssa will be done with Paramedic School in December. Administrator Gregerson found she met the requirements based on experience for EMTIII. Director Marking indicates that this will fill a need. The position was already approved, the action is to approve hiring the candidate.

City Council Regular

8. 5.

Meeting Date: 08/01/2023

ITEM TITLE: Accept Tony Patraw's resignation as full-time EMT, re-fill position with two part-time EMT or part-time paramedic

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Tony Patraw is resigning his position to pursue paramedic school and focus on his college studies. Ambulance Director Marking is proposing to initially post for two part-time paramedic or EMT positions to replace the full-time position. The paramedic positions are approved by Administrator Gregerson for a class 3, which is also currently our EMTIII wage scale. A job description is attached to this item. If the positions are marketed and not filled, staff will seek approval from Ambulance Commission and Council to refill the position at a full-time position. The paramedic pay is higher than budgeted but will have a neutral impact due to the no benefits. The City of Wabasha will be able to bill at higher rate for transfers and for services delivered if the paramedic is delivering care under the City's new part-time ALS service license. Should not suitable candidates be found, that staff would re-post for a full-time EMT.

City Council Regular

8. 6.

Meeting Date: 08/01/2023

ITEM TITLE: Public Works employee hire approval

DEPARTMENT: Public Works

PURPOSE:

Discuss the hiring of a new Public Works employee to backfill a position left open for the past couple months.

ITEM SUMMARY:

We are pleased to announce that we have completed another round of interviews and have selected Zackary McNallen to join the Public Works team. He has accepted the position, and we have completed his background check. Grade 5, step 1 at \$23.68 per hour. All of this is contingent upon drug test which will be scheduled soon. Zack lives in town and will be a great asset with work experience.

STAFF RECOMMENDATION:

Hire the new employee bringing Public Works back to fully staffed.

ACTION REQUIRED:

Motion to approve hiring Zackary McNallen to the Public Works department.

City Council Regular

8. 7.

Meeting Date: 08/01/2023

ITEM TITLE: Eagle Basin subdivision pavement repair

DEPARTMENT: Administration

REQUESTED BY:

PURPOSE:

Discuss pavement repair in Eagles Basin Subdivision.

ITEM SUMMARY:

After mudjacking up sunken curbs holding water in Eagles Basin, we now need to cur out and raise pavement in several spots. This will complete the repair work in that area. If we don't raise the pavement, water will be held back continuing to wreck the road surface. We have money in Street Maintenance fund to cover the cost. I've attached a picture which shows the curb elevation 3-4 inches above the pavement. There are approximately 8 spots.

STAFF RECOMMENDATION:

Staff recommends utilizing street maintenance funds to complete the pavement drainage repair to extend the longevity of the streets in the Eagles Basin sub.

ACTION REQUIRED:

Motion to approve the bid as presented.

Attachments

Price quote
pic

Asphalt Armor Sealcoating & Paving LLC

30831 County Road 12

Winona, MN 55987

(507) 458-8189 mobile

(507) 454-7574 office

Proposal

DATE

7/10/2023

Web Site

www.asphalarmorsealcoating.com

E-mail

dean@hbci.com

ESTIMATE #

4742

NAME / ADDRESS

City of Wabasha
Tony Johnson
P.O. Box 268
Wabasha, MN 55981

ITEM	DESCRIPTION	TOTAL
Street Repair	<p>Re: Eagle Basin Subdivision Saw cut and break out settled areas listed and haul away. Pave flush with hot mix asphalt up to 4" compacted thickness :</p> <p>1. 1043 Majestic St. - 12' x 20' 2. 1012 Talon Ave. - 4.5' x 9' manhole & a 26' x 12' curb 3. 1018 Talon Ave. - 12' x 21' 4. 1025 Talon Ave. - 12' x 28' 5. 1030 Talon Ave. - 12' x 15' near mailbox 6. Opposite side of 1030 Talon Ave. - 12' x 18' 7. 1043 Talon Ave. - 9' x 9' manhole 8. 21st St. & Freedom Ave. - 5' x 5' 9. 948 Freedom - 21' x 12' 10. 942 Freedom - 28' x 12' 11. 1043 Majestic - 9' x 9' manhole 12. 1113 Majestic - 9' x 9' manhole 13. Majestic & 21st St. - 9' x 9' manhole 14. 21st (Main drag in) - 9' x 9' 15. 21st (Main drag in) - 21' x 12' curb</p> <p>1. We would like to work in daylight hours to ensure a quality application. This proposal is not for night work or weekend work. 2. IF PROPOSAL IS ACCEPTED, SIGN AND FORWARD ONE COPY TO OUR OFFICE 3. This proposal may be withdrawn if not accepted and received by CONTRACTOR within 15 days. 4. Any alterations or deviation from above specifications involving extra costs, will</p>	16,281.98
ACCEPTANCE OF PROPOSAL		TOTAL
SIGNATURE		

SIGNATURE

Asphalt Armor Sealcoating & Paving LLC
30831 County Road 12
Winona, MN 55987
(507) 458-8189 mobile
(507) 454-7574 office

Proposal

NAME / ADDRESS
City of Wabasha Tony Johnson P.O. Box 268 Wabasha, MN 55981

Web Site
www.asphaltarmorsealcoating.com

E-mail
dean@hbci.com

DATE
7/10/2023

ESTIMATE #
4742

ITEM	DESCRIPTION	TOTAL
	be an extra charge over and above the estimate. 5. Price subject to change if asphalt and or diesel costs increase more than 10% from 7/7/23 levels or buried utility lines are located requiring a hand digging. 6. All agreements contingent upon accidents or delays beyond our control. 7. Payment due in full upon completion of the job. 8. Open accounts over 30 days charged 1.5% interest per month and any recovery costs 9. Mix designs are limited to what is being produced at Dun Plant 66 or Math plant 6 at the time of construction unless otherwise specified. 10. A 2% slope is required for drainage. 11. Sealcoating requires overnight low 50 (F) degrees and above. This season begins in May and end September 15. Paving in temps must be warm enough for project. After mid October we will only do small projects under 30 tons. 12. This price will be increased if prevailing wage is required on this project. 13. If soft areas are found there may be additional costs to fix them. 14. Aggregate base must be firm in order to pave 15. Not responsible for delays or disruptions do to corona virus or following governments rules related to pandemic. 16. Not responsible for private wiring or sensors in asphalt.	
ACCEPTANCE OF PROPOSAL SIGNATURE		TOTAL \$16,281.98

THANK YOU FOR THE OPPORTUNITY TO QUOTE YOUR WORK!

SIGNATURE _____



City Council Regular

8. 8.

Meeting Date: 08/01/2023

ITEM TITLE: MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE (ICAC) Joint Powers Agreement

DEPARTMENT: Police

PURPOSE:

ITEM SUMMARY:

This joint powers of agreement between the BCA and the Wabasha Police Department is a partnership between our departments to work together in the area of crimes against children. There is no cost to the city and no expectations on their end to use our investigator outside of our area. With this partnership our department will be prioritized when needing their assistance in specific child related crimes. This agreement will allow our agency to receive free training through the BCA in child crimes.

STAFF RECOMMENDATION:

Adopt the resolution and accept the terms of the Joint Powers Agreement.

Attachments

JPA

Resolution 28-2023



STATE OF MINNESOTA

JOINT POWERS AGREEMENT MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE

This Joint Powers Agreement ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the "City of Wabasha on behalf of the Wabash Police Department, located at 848 17th Street East, Wabasha, MN 55981" ("Governmental Unit").

Recitals

Under Minnesota Statutes, § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. The parties wish to work together to investigate and prosecute crimes committed against children and the criminal exploitation of children that is committed and/or facilitated by or through the use of computers, and to disrupt and dismantle organizations engaging in these activities. The Governmental Unit wants to participate in the Minnesota Internet Crimes Against Children (ICAC) Task Force and be provided reimbursement of the following: equipment, training, and expenses (including travel and overtime) as are incurred by law enforcement as a result of ongoing investigations.

Agreement

1. Term of Agreement

- 1.1 **Effective Date.** This Agreement is effective on the date BCA obtains all required signatures pursuant to Minnesota Statutes, § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires five years from the date it is effective unless terminated earlier pursuant to clause 12.

2. Purpose

The Governmental Unit and BCA enter into this Agreement to implement a three-pronged approach of prevention, education and enforcement to combat internet crimes against children. This Agreement provides the mechanism to reimburse the Governmental Unit for equipment, training and expenses (including travel and overtime), which are incurred by law enforcement as a result of these investigations.

3. Standards

The Governmental Unit will adhere to the ICAC Program standards identified below.

- 3.1 Investigate activities related to internet crimes and the exploitation of children through the use of computers.
- 3.2 Investigate organizations to disrupt and dismantle crimes committed against children.
- 3.3 Investigators will follow appropriate state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures. Investigators will follow proper legal procedures in securing evidence, including electronic devices.
- 3.4 Investigators will understand and use appropriate legal procedures in the use of informants including documentation of identity, monitoring of activities, and use and recordation of payments.
- 3.5 Investigators will use, as appropriate, the most current investigative technologies and techniques.

- 3.6 Investigators must be licensed Minnesota peace officers.
- 3.7 Investigators will comply with the guidelines of the Department of Justice Internet Crimes Against Children Program Operational and Investigative Standards.

4. Responsibilities of the Governmental Unit and the BCA

4.1 The Governmental Unit will:

- 4.1.1 Assign a Governmental Unit point of contact to act as the liaison between it and the BCA ICAC Project Commander to assist in reimbursement deadlines.
- 4.1.2 Submit an ICAC reimbursement request for pre-approval of funds. This request shall include a description of the item requested for reimbursement and an explanation of how it qualifies under the required criteria in Clauses 3.1 and 3.2 and an operational plan.
- 4.1.3 Conduct investigations in accordance with provisions of the ICAC Operational and Investigative Standards, identified in Clause 3.7 above, and conclude the investigations in a timely manner.
- 4.1.4 Allow BCA to inform participating agencies of potential case connections based on data submitted to BCA through the ICAC Program.
- 4.1.5 Not commingle ICAC funds with any other existing federal or state grant funded overtime or additional local Governmental Unit funding.

4.2 The BCA will:

- 4.2.1 Provide a Senior Special Agent who will serve as the Commander of the Task Force.
- 4.2.2 Review and approve or decline reimbursement requests under clause 4.1.2 within seven (7) business days of the reimbursement request.

- 4.3 Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a Governmental Unit acting through its employees.

5. Payment

- 5.1 To receive reimbursement for an expense, Governmental Unit must make a request for reimbursement to the BCA Authorized Representative under the required criteria for operational and investigative standards.
- 5.2 To receive approved reimbursement, Governmental Unit must submit an expense form no later than 15 business days after the end of the month during which the expense is incurred.
- 5.3 The BCA will pay the Governmental Unit within thirty (30) calendar days of the submission of the expense form.
- 5.4 In the event Governmental Unit breaches this Agreement, it will not be eligible to receive reimbursement for any expenses.

6. Authorized Representatives

The BCA's Authorized Representative is the following person or his successor:

Name: Bobbi Jo Pazdernik, Commander of MN ICAC
Address: Department of Public Safety; Bureau of Criminal Apprehension
1430 Maryland Street East
Saint Paul, MN 55106
Telephone: 651.793.7000
E-mail Address: BobbiJo.Pazdernik@state.mn.us

The Governmental Unit's Authorized Representative is the following person or his/her successor:

Name: Joe Stark, Chief
Address: 848 17th St. East
Wabasha, MN 55981
Telephone: 651-565-3361
E-mail Address: jstark@co.wabasha.mn.us

If the Governmental Unit's Authorized Representative changes at any time during this Agreement, the Governmental Unit must immediately notify the BCA.

7. Assignment, Amendments, Waiver, and Agreement Complete

- 7.1 Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.
- 7.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 7.3 Waiver.** If the BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 7.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability

The BCA and the Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes, § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes, §§ 466.01-466.15, and other applicable law.

9. Audits

Under Minnesota Statutes, § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

10. Government Data Practices

The Governmental Unit and the BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 and other applicable law, as it applies to all data provided by the BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

11. Venue

The venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Expiration and Termination

- 12.1** Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.
- 12.2** In the event that federal funding is no longer available, the BCA will email the Governmental Unit's Authorized Representative and terminate the Agreement. The termination will be effective two (2) business days after email notification to the Governmental Unit; and the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

13. Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 8, Liability; 9, Audits; 10, Government Data Practices; and 11, Venue.

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT PO Number: 3000074442

3. DEPARTMENT OF PUBLIC SAFETY; BUREAU OF CRIMINAL APPREHENSION

By: _____
(with delegated authority)

Title: _____

Date: _____

2. GOVERNMENTAL UNIT

Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

Date: _____

RESOLUTION NO. 28-2023
RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF
WABASHA ON BEHALF OF ITS POLICE DEPARTMENT REGARDING THE MINNESOTA INTERNET CRIMES
AGAINST CHILDREN TASK FORCE (ICAC)

WHEREAS, the City of Wabasha on behalf of its Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to utilize applicable state and federal laws to investigate and prosecute crimes committed against children and the criminal exploitation on children that is committed and/or facilitated by or through the use of computers.

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

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Wabasha on behalf of its Police Department, are hereby approved. A Copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.
2. That the Chief of Police, Joseph Stark, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
3. That Emily Durand, the Mayor for the City of Wabasha, and Wendy Busch, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this 1st day of August, 2023.

CITY OF WABASHA

By: Emily Durand
Its Mayor

ATTEST: _____
By: Wendy Busch
Its City Clerk

City Council Regular

9. 1.

Meeting Date: 08/01/2023

ITEM TITLE: Cannabis Moratorium

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Wabasha City Council will hold a public hearing to consider a moratorium prohibiting the establishment of new uses, expansion, sales, testing, manufacturing, or distribution of real tetrahydrocannabinol (THC) projects so the City can study potential regulations that will protect the health and safety of the residents of Wabasha.

ACTION REQUIRED:

Hold public hearing. No formal action tonight as a second read and adoption will take place at the September 5th, 2023 City Council meeting.

Attachments

Interim Cannabis Business Ord 02-2023

ORDINANCE NO. 02-2023
AN INTERIM ORDINANCE OF THE CITY OF WABASHA, MINNESOTA
PROHIBITING THE OPERATION OF CANNABIS BUSINESSES WITHIN THE CITY
OF WABASHA

THE CITY COUNCIL OF THE CITY OF WABASHA DOES ORDAIN:

SECTION 1. Preamble and Findings.

1. By enacting 2023 Session Laws, Chapter 63, Article 1, the Minnesota Legislature enacted Minnesota Statutes, Chapter 342, entitled “Regulation of Adult-Use Cannabis” (hereinafter the “Cannabis Law”), which takes effect on July 1, 2023, thereby, among many other provisions, regulating the retail sale of cannabis and certain cannabis and hemp products (collectively “Regulated Cannabis Products”), and establishing the Office of Cannabis Management, which will provide licensing and regulation of cannabis businesses, including cannabis businesses engaged in the retail sale of the aforementioned products (hereinafter, “Cannabis Business”).
2. The Cannabis Law provides that local units of government (1) may adopt reasonable restrictions on the time, place, and manner of the operation of a Cannabis Business, (2) may prohibit the operation of a Cannabis Business within 1,000 feet of a school, or 500 feet of a day care, residential treatment facility, or an attraction within a public park that is regularly used by minors, including a playground or athletic field, (3) may limit the number of certain licensed Cannabis Businesses based on population, and (4) may require local registration of Cannabis Businesses making retail sales to customers.
3. The Cannabis Law directs the Office of Cannabis Management to work with local units of government to (1) develop model ordinances for reasonable restrictions on the time, place, and manner of the operation of a Cannabis Business, (2) develop standardized forms and procedures for the issuance of a retail registration, and (3) develop model policies and procedures for the performance of compliance checks local units of government are required to conduct.
4. The City Council finds there is a need to study the adoption of reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses in the City of Wabasha, including through zoning ordinances, for the purpose of protecting the planning process and the health, safety, and welfare of its citizens.
5. The City Council further finds that the City must consider future recommendations of the Office of Cannabis Management regarding license and registration restrictions imposed on Cannabis Businesses, and model ordinances and policies to be developed by that office.
6. This interim ordinance will ensure that any ordinance changes and adoption of reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses will

be carefully considered and evaluated while protecting and the public health safety and welfare during the moratorium period.

7. The Cannabis Law specifically authorizes the City to adopt this interim ordinance, and requires a public hearing to be held prior to adoption. The City held a public hearing on August 1, 2023, after at least ten days published notice. The Cannabis Law specifically authorizes this interim ordinance to continue until January 1, 2025.

SECTION 2. Purpose and Intent. The purpose and intent of this Ordinance is to prohibit the registration and operation of Cannabis Businesses within the City for the purpose of researching, studying, and considering the impacts and potential impacts of the above-referenced Cannabis Businesses in order to determine the necessary or appropriate reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses in the City, as well as to consult with the newly established Office of Cannabis Management on a model ordinance, model policies, and standardized forms for the registration of Cannabis Businesses.

SECTION 3. Moratorium Declaration. For the duration stated herein and until the City has studied and adopted any reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses related to the aforementioned purpose, intent and findings of this Ordinance, the City shall not license or register any Cannabis Businesses in the City and no business, person, or entity may operate a Cannabis Business within the City. The City shall not accept, process, or act on any license application or registration request, site plan, building permit, zoning request, or other approval, including any requested confirmation, certification, approval, or other request from the Office of Cannabis Management or other governmental entity requesting City review of any application or proposal for a Cannabis Business.

SECTION 4. Study Authorized. During the period of this moratorium, the Council hereby authorizes and directs City staff to conduct a study to help determine the need for reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses that may need to be adopted as authorized under Minn. Stat. § 342.13 to protect the public's health, safety and welfare related to the aforementioned purpose, intent and findings. The Council hereby directs City staff to study the impacts and effects the operation of Cannabis Businesses within the City for the purpose of determining the adequacy and effectiveness of current regulations and to study and consider the model ordinances and policies promulgated by the Office of Cannabis Management. Upon completion of the study, the Council, together with such boards and commissions as the Council deems appropriate, or as may be required by law or City Code, will consider the advisability of adopting new ordinances or amending its current ordinances.

SECTION 5. Definitions. For the purpose of this Ordinance, the following terms having the meaning given to them in this section.

1. *Cannabis Businesses* means any of the businesses as provided under Minn. Stat., § 342.01, subd. 14 and shall not mean any business engaged in the sale of edible cannabinoid products as defined by Minn. Stat. § 151.72.

2. *Cannabis Law* means 2023 Session Laws, Chapter 63, Article 1, enacting Minnesota Statutes, Chapter 342, entitled “Regulation of Adult-Use Cannabis.”
3. *City* means the City of Wabasha.
4. *Edible cannabinoid product* means any product as defined under Minn. Stat. § 151.72, subd. 1(f) and which conforms to all other requirements for retail and consumption of such products under Minn. Stat. § 151.72.
5. *Regulated Cannabis Products* means cannabis and certain cannabis and hemp products referenced in Minnesota Statutes, Chapter 342, including cannabis flower, cannabis products, cannabis concentrate, and certain hemp products as defined in Minn. Stat. § 342.01.
6. *Ordinance* means this interim ordinance, which is adopted pursuant to Minn. Stat. § 342.13(e).

SECTION 6. Duration. This Ordinance shall expire, without further City Council action, on January 1, 2025; or it may be repealed earlier if the Council determines that no further study is necessary, that no further action is necessary, and/or any reasonable restrictions on the time, place, and manner of the operation of Cannabis Businesses within the City have been adopted by the City Council and are effective.

SECTION 7. Violation. During the term of the moratorium, it is a violation of this Ordinance for any business, person, or entity to operate a Cannabis Business within the City.

SECTION 8. Enforcement. Any business, person, or entity in violation of this Ordinance shall be subject to any enforcement actions authorized in City of Wabasha City Code, including without limitation, criminal prosecution and/or civil penalties and fines. The City may also enforce this Ordinance by mandamus, injunctive relief, or other appropriate civil remedy. A violation of this Ordinance may result in the City reporting the violation to the Office of Cannabis Management if such violation is relevant to Office of Cannabis Management licensing. The City Council hereby authorizes the City Administrator, in consultation with the City Attorney, to initiate any legal action deemed necessary to secure compliance with this Ordinance.

SECTION 9. Exceptions. The moratorium imposed by this Ordinance does not apply to: (1) the continued operation of a business as part of the Medical Cannabis Program administered by the Minnesota Department of Health that was lawfully operating within the City prior to July 1, 2023; (2) the lawful sale of edible cannabinoid products in compliance with Minn. Stat. § 151.72; or (3) sales of edible cannabinoid products at an exclusive liquor store in accordance with Minn. Stat. § 340A.412, subdivision 14. Nothing in this Article exempts a business, person, or entity that is selling edible cannabinoid products from having to comply with all requirements and prohibitions of applicable laws and ordinances.

SECTION 10. **Separability.** Every section, provision, or part of this Ordinance is declared separable from every other section, provision or part; and if any section, provision, or part thereof or action taken hereunder shall be held invalid, it shall not affect any other section, provision, or part.

SECTION 11. **Effective Date.** That this ordinance shall take effect immediately upon its adoption and publication.

SECTION 12. **Summary Publication.** This ordinance shall be published in summary form as follows: "The purpose of City of Wabasha Ordinance 02-2023 is to prohibit the operation of Cannabis Businesses in the City of Wabasha, until January 1, 2025, so that the City of Wabasha may study the regulation and operation of such businesses and establish reasonable restrictions on the same consistent with Minnesota Statutes, Chapter 342. Until January 1, 2025, no business, person or entity shall operate a Cannabis Business within the City of Wabasha or sell products defined in Minn. Stat. Sec. 342.01.

Passed by the City Council of the City of Wabasha this _____ day of _____, 2023.

Mayor

Attested By:

City Clerk

Published:

Date: _____

City Council Regular

9. 2.

Meeting Date: 08/01/2023

ITEM TITLE: 2023 Street Improvement Project Assessment Hearing

DEPARTMENT: Administration

PURPOSE:

Hold a public hearing and consider adoption of a resolution approving the assessments for the 2023 Street and Utility Project.

ITEM SUMMARY:

The proposed assessments have been prepared for the 2023 Street and Utility project based on the as-bid costs and the City's Improvement (assessment) Policy. The proposed assessment roll is attached. The assessments will be payable over 10 years starting Jan 1, 2025. Interest will be 5.17% and start accruing Jan. 1, 2025.

Per State Statute 429, notice was mailed to residents notifying them of a public hearing to be held on August 1, 2023, at City Hall. Notice was also published in the paper on August 18, 2023.

ACTION REQUIRED:

Hold the public hearing and adopt a resolution approving the proposed assessments.

Attachments

Notice to Prop Owners

Proposed Assessment Roll

**Notice of Hearing on Proposed Assessment
2023 Street & Utility Improvement**

Wabasha, Minnesota July 18, 2023.

TO WHOM IT MAY CONCERN:

Notice is hereby given that the council will meet at 6:00 p.m. on August 1, 2023 at the Wabasha City Hall, located at 900 Hiawatha Drive East, Wabasha, MN 55981, to consider, and possibly adopt, the proposed assessment for the proposed 2023 Street & Utility Improvements for the improvement of Bridge Avenue from 4th Grant Boulevard W to Main Street W, Main Street W from Bridge Avenue to Pembroke Avenue and Pembroke Avenue from Main Street to 4th Grant Boulevard W by reconstruction of streets, sidewalks, sanitary sewer collection system, water distribution system and drainage systems. Adoption by the council of the proposed assessment may occur at the hearing. The properties abutting Bridge Avenue, Main Street W and Pembroke Avenue, are the areas proposed to be assessed.

The amount to be specially assessed against your particular lot, piece or parcel of land is \$. Such assessment is proposed to be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2025, and will bear interest at the rate of 5.17 percent per annum beginning January 1, 2025. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

You may at any time prior to certification of the assessment to the county auditor, pay the entire assessment on such property, with interest accrued to the date of payment, to the City Administrator. No interest shall be charged if the entire assessment is paid within 30 days from the adoption of this assessment. You may at any time thereafter, pay to the County Assessor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. If you decide not to prepay the assessment before the date given above the rate of interest that will apply is 5.17 percent per year. The right to partially prepay the assessment is not available.

The proposed assessment roll is on file for public inspection at the city clerk's office. The total amount of the proposed assessment is \$646,774. Written or oral objections will be considered at the meeting. No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Under Minn. Stat. §§ 435.193 to 435.195 and the City Assessment Policy the council may, in its discretion, defer the payment of this special assessment for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason provided in that law and City Assessment Policy, all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirements of this law and City Assessment Policy, may, within 30 days of the confirmation of the assessment, apply to the city clerk for the prescribed form for such deferral

of payment of this special assessment on his/her property.

An owner may appeal an assessment to district court pursuant to Minn. Stat. § 429.081 by serving notice of the appeal upon the mayor or clerk of the city within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk.

Caroline Gregerson
City Administrator

Published in the Wabasha County Herald on July 18, 2023.

Proposed Assessment Roll
2023 Street & Utility Improvements
City of Wabasha, Minnesota
BMI Project No. H19.120756

	Parcel ID	Owner	2ND OWNERS	Property Address	Mailing Address 1	Mailing Address 2	City	State	Zip	Total Assessment
1	R27.01600.00	FISK PROPERTIES LLC		CIC UNIT 7 - OLD MEN CONDOMINIUM	308 SKYLINE DR		WABASHA	MN	55981-1310	\$ 1,140.33
2	R27.01601.00	FISK PROPERTIES LLC		CIC UNIT 8 - OLD MEN CONDOMINIUM	308 SKYLINE DR		WABASHA	MN	55981-1310	\$ 1,140.33
3	R27.01595.00	CYNTHIA K SATRE		CIC UNIT 2 - OLD MEN CONDOMINIUM	220 MAIN ST W		WABASHA	MN	55981-1288	\$ 1,140.33
4	R27.01598.00	DAVID A & CYNTHIA K SATRE		CIC UNIT 5 - OLD MEN CONDOMINIUM	220 MAIN S W APT 2		WABASHA	MN	55981	\$ 1,140.33
5	R27.01597.00	MATT N SCHUTH SUSAN E MAUREN		CIC UNIT 4 - OLD MEN CONDOMINIUM	4901 FRONTENAC AVE		GOLDEN VALLEY	MN	55422-4101	\$ 1,140.33
6	R27.01594.00	WILLIAM R & DEBRA L BEHRENDT		CIC UNIT 1 - OLD MEN CONDOMINIUM	2736 E CARRERA CT		GREEN BAY	WI	54311-7277	\$ 1,140.33
7	R27.01596.00	DREAM AWAY PROPERTIES LLC C/O ANN WILKENS		CIC UNIT 3 - OLD MEN CONDOMINIUM	W7417 130TH AVE		HAGER CITY	WI	54014	\$ 1,140.33
8	R27.01599.00	FISK PROPERTIES LLC		CIC UNIT 6 - OLD MEN CONDOMINIUM	308 SKYLINE DR		WABASHA	MN	55981-1310	\$ 1,140.33
9	R27.01606.00	HH PROPERTIES LLC		CIC UNIT 5 - HOFFMAN HOUSE CONDOMINIUM	248 MAIN ST W		WABASHA	MN	55981-1239	\$ 1,824.52
10	R27.01603.00	CAMIE LOILAND	CONTRACT FOR DEED	CIC UNIT 2 - HOFFMAN HOUSE CONDOMINIUM	248 MAIN ST W UNIT 2		WABASHA	MN	55981-1239	\$ 1,824.52
11	R27.01602.00	STEPHEN G & HIZURU KOVACSICS		CIC UNIT 1 - HOFFMAN HOUSE CONDOMINIUM	15572 CHERRY PATH		ROSEMOUNT	MN	55068-2586	\$ 1,824.52
12	R27.01605.00	SIM PROPERTIES LLC		CIC UNIT 4 - HOFFMAN HOUSE CONDOMINIUM	925 11 1/4 ST SW		ROCHESTER	MN	55902-6300	\$ 1,824.52
13	R27.01604.00	SIM PROPERTIES LLC		249 BIG JO ALY	925 11 1/4 ST SW		ROCHESTER	MN	55902-6300	\$ 1,824.52
14	R27.01581.00	BLAINE R MARCOU		212 MAIN ST W 1	212 MAIN ST		WABASHA	MN	55981-1239	\$ -
15	R27.01582.00	BLAINE R MARCOU		212 MAIN ST W 2	212 MAIN ST		WABASHA	MN	55981-1239	\$ -
16	R27.01583.00	BRENDA PEARSON		212 MAIN ST W 3	136 BRIDGE AVE		WABASHA	MN	55981-1499	\$ -
17	R27.01584.00	HOLLY HENDERSON		212 MAIN ST W 4	2211 SALEM RD SW		ROCHESTER	MN	55902-1302	\$ -
18	R27.01585.00	HOLLY HENDERSON		212 MAIN ST W 5	2211 SALEM RD SW		ROCHESTER	MN	55902-1302	\$ -
19	R27.00341.00	DAVID P WOGEN ETAL C/O JOE DICK	PRIMARY TAX PAYER	106 2ND ST E	66997 E COUNTY ROAD 30		WABASHA	MN	55981-7553	\$ 9,122.60
20	R27.00322.00	111 2ND STREET LLC		111 2ND ST W	111 2ND ST W		WABASHA	MN	55981-1245	\$ 4,899.47
21	R27.00305.00	MYRON J & MICHELLE L SALZ		329 2ND ST W	2907 STONEGATE CT SW		ROCHESTER	MN	55902-4252	\$ 4,899.47
22	R27.00268.00	JANICE K KASPER FAMILY TRUST		330 2ND ST W	1603 RIVER DRIVE S		WABASHA	MN	55981-1768	\$ 4,899.47
23	R27.00343.00	JOHN L MARKS KATHRYN MCMAHON		105 3RD ST E	105 3RD ST E		WABASHA	MN	55981-1470	\$ 10,178.38
24	R27.00361.00	ST_FELIX CHURCH		106 3RD ST E	117 3RD ST W		WABASHA	MN	55981-1201	\$ -
25	R27.00364.00	ST_FELIX CHURCH		105 3RD ST W	117 3RD ST W		WABASHA	MN	55981-1201	\$ -
26	R27.00386.00	CITY OF WABASHA		329 3RD ST W	900 HIAWATHA DR E	PO BOX 268	WABASHA	MN	55981-0268	\$ -
27	R27.00306.00	ANNIE & PAUL MCCORMICK		330 3RD ST W	330 3RD ST W		WABASHA	MN	55981-1206	\$ -
28	R27.00387.00	CITY OF WABASHA		328 4TH GRANT BLVD W	900 HIAWATHA DR E	PO BOX 268	WABASHA	MN	55981-0268	\$ 10,178.38
29	R27.00392.00	TROY D KOOPMAN		406 4TH GRANT BLVD W	406 GRANT BLVD W		WABASHA	MN	55981-1255	\$ 9,122.60
30	R27.00274.00	DANIEL C & ELAINE M MILLER		124 BRIDGE AVE	1106 HIAWATHA DR E		WABASHA	MN	55981-1702	\$ 9,122.60
31	R27.00282.00	BRENDA PEARSON		136 BRIDGE AVE	136 BRIDGE AVE		WABASHA	MN	55981-1499	\$ 4,899.47
32	R27.00299.00	GERKEN'S ZUMBROTA FEED & GRAIN		210 BRIDGE AVE	423 2ND ST W		WABASHA	MN	55981-1250	\$ 4,899.47
33	R27.00301.00	HARTZELL LAND HOLDINGS LLC		230 BRIDGE AVE	1115 RUSTIC LN E		WABASHA	MN	55981-1760	\$ 9,122.60
34	R27.00391.06	TIMOTHY R TIBOR CPA ETAL C/O WILSON TIBOR & MAVES LTD CPA OWNER: DAWN MARIE TIBOR OWNER: THOMAS J TIBOR		310 BRIDGE AVE	4229 1ST ST NW		ROCHESTER	MN	55901	\$ 7,053.19
35	R27.00391.03	TIMOTHY R TIBOR CPA ETAL C/O WILSON TIBOR & MAVES LTD CPA OWNER: DAWN MARIE TIBOR OWNER: THOMAS J TIBOR		312 BRIDGE AVE	4229 1ST ST NW		ROCHESTER	MN	55901	\$ -
36	R27.00190.00	EAGLEWATCH INC NATIONAL EAGLE CENTER		110 MAIN ST W	50 PEMBROKE AVE S		WABASHA	MN	55981-1241	\$ 23,821.02
37	R27.00236.00	FIRST STATE BANK OF WABASHA		111 MAIN ST W	111 MAIN ST W	PO BOX 28	WABASHA	MN	55981-1236	\$ 9,122.60
38	R27.00187.00	JANITH P FULLER LIVING TRUST	CONTRACT FOR DEED	128 MAIN ST W	128 1/2 MAIN ST W		WABASHA	MN	55981-1237	\$ 9,122.60
39	R27.00237.00	MICHAEL A SKOUG DBA EAGLE VALLEY CHIROPRACTIC		131 MAIN ST W	70011 290TH AVE		LAKE CITY	MN	55041-5843	\$ 9,122.60

Proposed Assessment Roll
2023 Street & Utility Improvements
City of Wabasha, Minnesota
BMI Project No. H19.120756

	Parcel ID	Owner	2ND OWNERS	Property Address	Mailing Address 1	Mailing Address 2	City	State	Zip	Total Assessment
40	R27.00186.00	EAGLEWATCH INC NATIONAL EAGLE CENTER		134 MAIN ST W	50 PEMBROKE AVE S		WABASHA	MN	55981-1241	\$ 9,122.60
41	R27.00238.00	EKSTRAND FINNEGAN LAW OFFICE		137 MAIN ST W	PO BOX 190		WABASHA	MN	55981-0190	\$ 9,122.60
42	R27.00239.00	ROBERT EGGENBERGER		143 MAIN ST W	PO BOX 7317		ROCHESTER	MN	55903	\$ 9,122.60
43	R27.00240.00	BINNER PROPERTIES LLC C/O JEREMY W BINNER		149 MAIN ST W	317 3RD ST W		WABASHA	MN	55981-1205	\$ 9,122.60
44	R27.00185.00	BRIAN P & RACHEL R YENTER	CONTRACT FOR DEED	152 MAIN ST W	2491 DRIVE NO. 1		ASTER	FL	32102	\$ 9,122.60
45	R27.00241.00	PAUL G FLICEK		157 MAIN ST W	157 MAIN ST W		WABASHA	MN	55981-1236	\$ 9,122.60
46	R27.00184.00	PAR 4 LLC		162 MAIN ST W	6892 31ST AVE SW		ROCHESTER	MN	55902-2476	\$ 9,122.60
47	R27.00242.00	GARY J SCHMITT		167 MAIN ST W	167 MAIN ST W		WABASHA	MN	55981-1236	\$ 9,122.60
48	R27.00183.00	P G H PROPERTIES LLC		180 MAIN ST W	610 WASHINGTON AVE		WABASHA	MN	55981-1650	\$ 9,122.60
49	R27.00243.00	WALSIM PROPERTIES INC		183 MAIN ST W	410 5TH ST NE		PLAINVIEW	MN	55964-1607	\$ 4,899.47
50	R27.00170.00	ROCHELLE L QUAST		200 MAIN ST W	200 MAIN ST W		WABASHA	MN	55981	\$ 9,122.60
51	R27.00253.00	HYGGE PROPERTIES LLC		207 MAIN ST W	207 MAIN ST W		WABASHA	MN	55981-1238	\$ 4,899.47
52	R27.00254.00	MAP LLC		213 MAIN ST W	213 MAIN ST W		WABASHA	MN	55981-1238	\$ 9,122.60
53	R27.00255.00	STEVEN J & MARY E FESSLER	CO OWNERS	219 MAIN ST W	219 MAIN ST W		WABASHA	MN	55981-1238	\$ 9,122.60
54	R27.00173.00	THOMAS E & CAROL A PROUD		234 MAIN ST W	234 1/2 MAIN ST W		WABASHA	MN	55981-1239	\$ 9,122.60
55	R27.00256.00	BART J & LORI A HAWKINSON		239 MAIN ST W	239 MAIN ST W		WABASHA	MN	55981-1238	\$ 9,122.60
56	R27.00257.00	WENCIL STOREK		245 MAIN ST W	PO BOX 150458		SAN RAFAEL	CA	94915-0458	\$ 9,122.60
57	R27.00258.00	NICHOLAS H & COLLETTE LOECHLER LOECHLER RENTAL PROPERTIES LLC		251 MAIN ST W	67059 COUNTY ROAD 76		WABASHA	MN	55981-7559	\$ 9,122.60
58	R27.00172.03	HAIYAN LIN & JIYONG WANG DBA FRESH WOK		254 MAIN ST W	217 3RD ST W		WABASHA	MN	55981-1203	\$ 9,122.60
59	R27.00259.00	GG VENTURES LLC		257 MAIN ST W	257 MAIN ST W		WABASHA	MN	55981-1913	\$ 9,122.60
60	R27.00172.00	GREEN EYE PROPERTIES LLC C/O ANDREW CRAW		260 MAIN ST W	12682 622ND ST		KELLOGG	MN	55945-4631	\$ 4,899.47
61	R27.00266.00	LARRY D & JUDITH A UDSTUEN TRUST		317 MAIN ST W	317 MAIN ST W		WABASHA	MN	55981-1218	\$ 9,122.60
62	R27.00166.00	JASON A & JULIE A DRAKE		318 MAIN ST W	318 MAIN ST W		WABASHA	MN	55981-1219	\$ 9,122.60
63	R27.00267.00	BEEMAN CRE LLC		323 MAIN ST W	218 1ST AVE SW STE 8		ROCHESTER	MN	55902	\$ 9,122.60
64	R27.00165.00	RICHARD & CAROLYN ELLINGHYSEN LIVING TRUST		324 MAIN ST W	324 MAIN ST W		WABASHA	MN	55981-1219	\$ 9,122.60
65	R27.00267.03	ANDERSON HOUSE HOLDINGS LLC DBA ANDERSON HOUSE		333 MAIN ST W	618 S 19TH ST		MINNEAPOLIS	MN	55404-1925	\$ 9,122.60
66	R27.00164.00	JOHN M RIVERS DIANE C STROOT		336 MAIN ST W	336 MAIN ST W	PO BOX 245	WABASHA	MN	55981-0245	\$ 4,899.47
67	R27.00275.00	MARY A ROEMER REVOCABLE LIVING TRUST		405 MAIN ST W	100 BRUEGGER VALLEY RD		WABASHA	MN	55981-1383	\$ -
68	R27.00219.00	JEWSON PROPERTIES LLC		105 PEMBROKE AVE	105 PEMBROKE AVE S		WABASHA	MN	55981-1242	\$ 4,899.47
69	R27.00220.00	BLACK DOG HOLDINGS LLC		107 PEMBROKE AVE	12750 FOLIAGE CT		APPLE VALLEY	MN	55124-7978	\$ 9,122.60
70	R27.00221.00	MIKE SHOLING DEVELOPMENT INC		113 PEMBROKE AVE	65939 142ND AVE		WABASHA	MN	55981-5007	\$ 9,122.60
71	R27.00222.00	MIKE SHOLING DEVELOPMENT INC		119 PEMBROKE AVE	65939 142ND AVE		WABASHA	MN	55981-5007	\$ 9,122.60
72	R27.00223.00	TYLER A & KELLI S BURKE		125 PEMBROKE AVE	11614 FISCHER HILL DR		PLAINVIEW	MN	55964-4005	\$ 9,122.60
73	R27.00224.00	DAVID J & SHELLY A SPEEDLING		131 PEMBROKE AVE	62099 HIGHWAY 42		KELLOGG	MN	55945-4474	\$ 9,122.60
74	R27.00225.00	DAVID J & SHELLY A SPEEDLING		137 PEMBROKE AVE	62099 HIGHWAY 42	0	KELLOGG	MN	55945-4474	\$ -
75	R27.00251.03	WABASHA AREA COMM RESOURCE CTR		148 PEMBROKE AVE	154 PEMBROKE AVE	PO BOX 51	WABASHA	MN	55981-0051	\$ 9,122.60
76	R27.00226.00	AQUILA WABASHA PROPERTIES LLC C/O PRESTON COOK		155 PEMBROKE AVE	225 LAWRENCE BLVD W UNIT 202		WABASHA	MN	55981-1910	\$ 9,122.60
77	R27.00251.00	HARTZELL LAND HOLDINGS LLC		156 PEMBROKE AVE	1115 RUSTIC LN E		WABASHA	MN	55981-1760	\$ 9,122.60
78	R27.00227.00	AQUILA WABASHA PROPERTIES LLC C/O PRESTON COOK		157 PEMBROKE AVE	225 LAWRENCE BLVD W UNIT 202		WABASHA	MN	55981-1910	\$ 9,122.60
79	R27.00228.00	PRESCHER PROPERTIES LLC		161 PEMBROKE AVE	214 SKYLINE DR		WABASHA	MN	55981-1308	\$ 9,122.60
80	R27.00248.06	K & K BREWING INC		164 PEMBROKE AVE	70555 202ND AVE		READS LANDING	MN	55968	\$ 9,122.60
81	R27.00229.00	JONATHAN F & DANIELLE R OTT	PRIMARY TAX PAYER	165 PEMBROKE AVE	67515 COUNTY ROAD 76		WABASHA	MN	55981-7571	\$ 9,122.60
82	R27.00248.03	K & K RESTAURANTS LLC		170 PEMBROKE AVE	70555 202ND AVE		READS LANDING	MN	55968	\$ 4,899.47

Proposed Assessment Roll
2023 Street & Utility Improvements
City of Wabasha, Minnesota
BMI Project No. H19.120756

	Parcel ID	Owner	2ND OWNERS	Property Address	Mailing Address 1	Mailing Address 2	City	State	Zip	Total Assessment
83	R27.00230.00	LAURA MARIE CARLSON		171 PEMBROKE AVE	294 ONEIDA ST		SAINT PAUL	MN	55102-2857	\$ 9,122.60
84	R27.00249.00	ROEMER CONSTRUCTION & DESIGN		176 PEMBROKE AVE	1150 HENNEPIN AVE	APT 2004	MINNEAPOLIS	MN	55403	\$ -
85	R27.00342.00	WILLIAM J JR BRUEGGER		227 PEMBROKE AVE	2300 BRUEGGER VALLEY RD		WABASHA	MN	55981	\$ 9,122.60
86	R27.00332.00	LOIS L SWENSON CHASSIDY SWENSON		228 PEMBROKE AVE	228 PEMBROKE AVE S		WABASHA	MN	55981-1225	\$ 9,122.60
87	R27.00331.00	DENNIS J WILSON		246 PEMBROKE AVE	736 ARCH AVE		WABASHA	MN	55981-1319	\$ 4,899.47
88	R27.00372.00	MICHAEL LIDGERDING J JACKSON		336 PEMBROKE AVE	336 PEMBROKE AVE S		WABASHA	MN	55981-1227	\$ 9,122.60
89	R27.00231.00	CITY OF WABASHA		175 PEMBROKE-POPCORN PK AVE	900 HIAWATHA DR E	PO BOX 268	WABASHA	MN	55981-0268	\$ 9,122.60
<i>Denotes properties that were on the 2013 and 2016 Assessment Rolls for Street and/or Sewer</i>										\$ 557,032.17

City Council Regular

10. 1.

Meeting Date: 08/01/2023

ITEM TITLE: Resolution 29-2023 Adopting 2023 Street & Ut Imp Assessments

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Adopt Resolution 29-2023 to approve the assessments as presented in the hearing.

ACTION REQUIRED:

Motion to approve Resolution 29-2023.

Attachments

Resolution 2023-29 - Adopting Assessments

Resolution No. 29-2023

A RESOLUTION ADOPTING ASSESSMENTS

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for the 2023 Street and Utility Improvement Project for the improvement of:

- Bridge Avenue, 4th Grant Boulevard W to Main Street W
- Main Street W from Bridge Avenue to Pembroke Avenue
- Pembroke Avenue from Main Street W to 4th Grant Boulevard W

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of **10** years, the first of the installments to be payable on or before the first Monday in January **2025**, and shall bear interest at the rate of **[1.25% plus the bond rate]** **accrual beginning January 1, 2025**. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
4. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

Adopted by the council this 1st day of August, 2023.

Emily Durand, Mayor

Wendy Busch, City Clerk

City Council Regular

10. 2.

Meeting Date: 08/01/2023

ITEM TITLE: Stegemann Addition Plat Approval

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Over the past few years, the Stegemann's have leased out most of their main lot to two (2) solar farms as well as their larger lot west of Eagle's Basin to a third solar farm. They would like to combine their three lots into one lot to allow for an additional solar garden to develop in the northeast corner of their acreage. Typically, a lot combination process would work for this planning request, but the lots are currently only defined by metes and bounds so a Minor Plat was necessary for this lot combination.

STAFF RECOMMENDATION:

Approval of Stegemann Addition Minor Plat.

Attachments

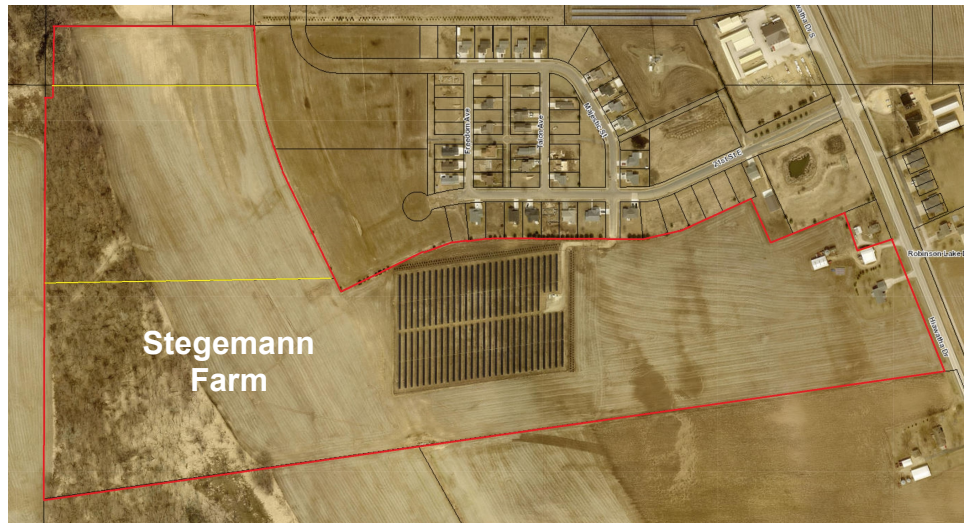
Staff Report & Exhibits



TO: CITY COUNCIL
FROM: KRISTI TRISKO, PLANNING CONSULTANT
SUBJECT: STEGEMANN ADDITION
DATE: 07/14/23

Meeting Date: August 1, 2023
Applicants: Lawrence and Deborah Stegemann
Agent: EVS Engineering
Request: Final Plat

Details: Mr. and Mrs. Stegemann have farmed and lived on these three lots for many years. The total acreage for all three lots is 84.36 and have the following parcel identifications:



R27.00110.00, R27.00105.00, R27.00082.00. Over the past few years, the Stegemann's have leased out most of their main lot to two (2) solar farms as well as their larger lot west of Eagle's Basin to a third solar farm. They would like to combine their three lots into one lot to allow for an additional solar garden to develop in the northeast corner of their acreage. Typically, a lot combination process would work for this planning request, but the lots are currently only defined by metes and bounds so a Minor Plat was necessary for this lot combination.

Emergency Services:

- **Ambulance:** Mr. Marking, Ambulance Director, has no comments or concerns with this plat.
- **Fire:** Mr. Sheeley, Fire Chief, has not comments or concerns with this plat.
- **Police:** Mr. Stark, Chief of Police, has not comments or concerns with the Stegemann Addition.

Utility Commission Comments: Mr. Mueller has no comments or concerns as the one lot subdivision has the existing home that is already served by private utility and no develop which requires city services is anticipated.

Street Commission Comments: Mr. Johnson has no comments or concerns as no public roadways are being constructed for this plat.

City Planner's Notes: The proposed lot meet the standards within the R2, medium density residential and RC, residential conservancy zoning district as well as the Shoreland Overlay Zone of S1 and S2 standards for a non-riparian unsewered lot.

Parkland Dedication Fee: As no additional residential lots are being created and the current home will remain unchanged, no additional parkland dedication fee is required.

Staff Recommendation: It is staffs' finding that the proposed Stegmann Addition Plat is compliant with City requirements.

Recommended Conditions: None

Attachments: Stegemann Addition Final Plat

STEGEMANN ADDITION

KNOW ALL PERSONS BY THESE PRESENTS: Lawrence W. Stegemann and Deborah M. Stegemann, husband and wife, owners of the following described property situated in the County of Wabasha, State of Minnesota, to wit:

A tract of land in Section 4, Township 110 North, Range 10 West, and in Section 33, Township 111 North, Range 10 West, completely enclosed by the following boundaries:

The Westerly boundary extending North to South thereof, being the West line of said Section 4. The easterly boundary extending from North to South thereof, being the center of the Wabasha-Kellogg public highway. The Northerly boundary extending from East to West thereof, being the North line of the land conveyed by Deed of Edward Drury and wife to James E. Brown, recorded in the office of the Registrar of Deeds for said County in Book 58 of Deeds on page 287, and the Southerly boundary thereof, being a line extending from the Westerly to the Easterly boundary thereof parallel to said Northerly boundary thereof and distant there from Southerly a sufficient distance to include a tract of land within said boundaries containing said amount of 74.7 acres, all of which said tract of land being more particularly described as follows. Beginning at a point in the West line of said Section No 4, 779 feet South of the Northwest corner of said Section No.4; thence running North 81 degrees East 3,428 feet to the center of the Wabasha-Kellogg road; thence South 22 degrees, 30 minutes East along the center of said road, 528 feet; thence South 81 degrees 45 minutes West, 3,778 feet to the West line of said Section; thence North along the West line, 890 feet more or less to the place of beginning, all thereof being in Section 4, Township 110, North of Range 10 West.

Also the following. Beginning at a point in the South line of Section 33 in Township 111 North of Range 10 West, 33 feet East of the Southwest corner of said Section and running thence East along said South line 3,158.6 feet to the center line of the Wabasha-Kellogg road; thence North 24 degrees, 13 minutes West along the center of the road, 266.4 feet; thence West 3,081 feet; thence South 242.9 feet to the place of beginning, being a part of the South 242.9 feet of the South Half of the South Half of said Section lying West of the Wabasha-Kellogg road..

Also beginning at a point in the North, line of said Section 4, 33 feet East of the Northwest corner of said Section; thence East on said North line, 3,191.6 feet to the center of the Wabasha-Kellogg road; thence South 24 degrees and 13 minutes East 343.1 feet; thence South 82 degrees and 21 minutes West, 3,402 feet to the West line of said Section; thence North 0 degrees 22 minutes East along said West line, 738.7 feet; thence East 33 feet; thence North 0 degrees 22 minutes East 48.5 feet to the place of beginning, being that part of the North Half of the North Half of said Section 4 lying West of the Wabasha-Kellogg road.

EXCEPT that portion of the above described legal description which lies within the right of way boundary of County Aid Highway No. 30 as delineated and platted in Wabasha County Right of Way Plat No. 10 according to the recorded plat thereof, filed in the Wabasha County Recorder's Office.

The property acquired herein is designated as parcel No. 13 on said Wabasha County Right of Way Plat No. 10. The area of said parcel 13 except existing right of way previously acquired by written instrument or by prescription, is 0.28 acres, more or less as found in Quit Claim Deed dated May 2, 1981 filed April 7, 1992 as Document # 188045 executed by Douglas W. Stegemann, single, Lawrence V. Stegemann and Deborah Stegemann, husband and wife, to Wabasha County.

ALSO EXCEPT That part of the Northwest Quarter of the Northeast Quarter of Section 4, Township 110 North, Range 10 West, Wabasha, Minnesota, described as follows: Commencing at the northwest corner of said Northwest Quarter of the Northeast Quarter of Section 4; thence North 89 degrees 48 minutes 17 seconds East assumed bearing along the north line of the Northeast Quarter of said Section 4, a distance of 617.11 feet; thence South 00 degrees 11 minutes 43 seconds East, a distance of 520.76 feet to the point of beginning of the land to be described; thence South 18 degrees 44 minutes 21 seconds East, a distance of 183.74 feet; thence North 71 degrees 26 minutes 29 seconds East, a distance of 148.87 feet to the southwesterly right of way boundary line of County Road No. 30, as platted and designated on WABASHA COUNTY RIGHT OF WAY PLAT NO. 10; according to the recorded plat thereof; thence North 22 degrees 00 minutes 19 seconds West, along said southwesterly right of way boundary line, a distance of 172.67 feet to the intersection with a line bearing North 67 degrees 53 minutes 42 seconds East from the point of beginning; thence South 67 degrees 53 minutes 42 seconds West, a distance of 139.28 feet to the point of beginning.

ALSO EXCEPT That part of the Northwest Quarter and that part of the Northeast Quarter all in Section 4, Township 110 North, Range 10 West, and that part of Southwest Quarter all in Section 33, Township 111 North, Range 10 West, Wabasha County, Minnesota, described as follows:

Commencing at the northwest corner of the Northeast Quarter of said Section 4; thence North 89 degrees, 48 minutes, 17 seconds East, assumed bearing, along the north line of the Northeast Quarter of said Section 4, a distance of 617.11 feet; thence South 0 degrees 11 minutes, 43 seconds East, a distance of 520.76 feet to the point of the beginning of the land to be described; thence South 67 degrees, 53 minutes, 42 seconds West, a distance of 208.21 feet; thence North 24 degrees, 37 minutes, 31 seconds West, a distance of 199.44 feet; thence South 85 degrees, 22 minutes, 29 seconds West, a distance of 375.00 feet; thence South 70 degrees, 08 minutes, 04 seconds West, a distance of 92.94 feet; thence South 30 degrees, 24 minutes, 03 seconds West, a distance of 104.72 feet; thence South 89 degrees, 48 minutes, 45 seconds West, a distance of 643.11 feet; thence North 83 degrees, 18 minutes, 58 seconds West, a distance of 138.52 feet; thence South 72 degrees, 02 minutes, 06 seconds West, a distance of 138.72 feet; thence South 63 degrees, 32 minutes, 12 seconds West, a distance of 360.00 feet; thence North 25 degrees, 27 minutes, 48 seconds West, a distance of 490.81 feet; thence North 24 degrees, 12 minutes, 52 seconds West, a distance of 83.95 feet; thence North 19 degrees, 13 minutes, 47 seconds West, a distance of 185.37 feet; thence North 12 degrees, 05 minutes, 22 seconds West, a distance of 617.69 feet; thence North 4 degrees, 33 minutes, 08 seconds West, a distance of 548.19 feet to the north line of the south 242.9 feet of said Section 33; thence North 89 degrees, 48 minutes, 45 seconds East, along the north line of the south 242.9 feet of said Section 33, a distance of 1377.98 feet; thence South 30 degrees, 11 minutes, 43 seconds East, a distance of 463.28 feet; thence North 65 degrees, 22 minutes, 29 seconds East, a distance of 345.79 feet to the southwesterly line of the Reinhardt property, as described in Wabasha County document number 184686, recorded in book 168 of deeds, page 448; thence South 24 degrees, 37 minutes, 31 seconds East, along the southwesterly line of said Reinhardt property, a distance of 202.81 feet to the most southerly corner of said Reinhardt property; thence North 85 degrees, 22 minutes, 29 seconds East, along the southeasterly line of said Reinhardt property, a distance of 383.02 feet to the southwesterly right of way boundary line of County Road Number 30, as platted and designated in WABASHA COUNTY RIGHT OF WAY PLAT NO. 10, according to the recorded plat thereof; thence South 24 degrees, 41 minutes, 13 seconds East, along said southwesterly right of way boundary line, a distance of 94.58 feet; thence southwesterly a distance of 265.32 feet along said southwesterly right of way boundary line, being a tangential curve concave to the southwest having a radius of 5679.58 feet and a central angle of 2 degrees, 40 minutes, 54 seconds; thence South 22 degrees, 00 minutes, 19 seconds East, along said southwesterly right of way boundary line and tangent to the last described curve, a distance of 108.31 feet to the intersection with a line bearing North 67 degrees, 53 minutes, 42 seconds East from the point of beginning; thence South 67 degrees, 53 minutes, 42 seconds West, a distance of 139.28 feet to the point of beginning.

ALSO EXCEPT Lot 1, Kuk Addition to the City of Wabasha according to the plat thereof on file and of record as Document No. 333408 Public Records, in the Office of the Wabasha County Recorder in and for said Wabasha County, Minnesota.

ALSO EXCEPT all the tract or parcel of located in part of the Northwest Quarter of the Northeast Quarter (NW1/4 NE1/4) of Section 4, Township 110 N and part of the Southwest Quarter of the Southeast Quarter (SW1/4 SE1/4) of Section 33, Township 111 N, all in Range 10 West in the City and County of Wabasha, Minnesota, described as:

Beginning at a point at the intersection of the centerline of CSAH No. 30 (formerly U.S. Hwy. No. 61) and the South line of Section 33, Township 111 N, R 10 W, City of Wabasha; thence go North 24 degrees 13 minutes West, 266.4 feet along said center line to a point; thence North 89 degrees 47 minutes, 12 seconds West, 473.56 feet to an iron stake; thence South 24 degrees 13 minutes 00 seconds East, 481.86 feet to an iron stake; thence North 65 degrees 47 minutes 00 seconds East, 433.0 feet to a point and said center line of CSAH No. 30; thence North 24 degrees 13 minutes 00 seconds West, 18.77 feet along said centerline to the point of beginning. Being a part of the land described in Deed Book 132, Page 237.

Have caused the same to be surveyed and platted as STEGEMANN ADDITION, and do hereby dedicate to the public for public use forever the public ways, and easements for drainage and utility purposes as shown on this plat.

In witness whereof said Lawrence W. Stegemann and Deborah M. Stegemann, husband and wife, have hereunto set their hands this ____ day of _____, 20____.

Lawrence W. Stegemann

Deborah M. Stegemann

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of _____,

_____, 20____, by Lawrence W. Stegemann and Deborah M. Stegemann, husband and wife.

Signature of Notary

Notary's Printed Name

Notary Public, _____ County, Minnesota
My Commission Expires January 31, 20____.

I, Christina M. Hopp, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on the plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on the plat.

Dated this ____ day of _____, 20____.

Christina M. Hopp, Licensed Land Surveyor
Minnesota License No. 46173

STATE OF MINNESOTA
COUNTY OF HENNEPIN

This instrument was acknowledged before me this ____ day of _____, 20____, by Christina M. Hopp.

Signature of Notary

Notary's Printed Name

Notary Public, Hennepin County, Minnesota
My Commission Expires January 31, 20____.

CITY COUNCIL, CITY OF WABASHA, MINNESOTA

This plat of STEGEMANN ADDITION was approved and accepted by the City Council of the City of Wabasha, Minnesota at a regular meeting thereof held this ____ day of _____, 20____, and said plat is compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Wabasha, Minnesota

By _____, Mayor

By _____, Clerk

SURVEY DIVISION, WABASHA COUNTY, MINNESOTA

Pursuant to Minnesota Statute Section 505.021, Subd. 11, this plat has been approved this ____ day of _____, 20____.

By: _____
Marcus S. Johnson, Wabasha County Surveyor

COUNTY RECORDER, COUNTY OF WABASHA, MINNESOTA

I hereby certify that this plat of STEGEMANN ADDITION was filed in the office of the County Recorder for public record on this ____ day of _____, 20____, at _____ o'clock ____ M, and was duly filed in Book _____ of Plats, Page _____, as Document Number _____.

By: _____, County Recorder

Jeffery Aitkin

By: _____, Deputy

Karen Hansen

COUNTY AUDITOR/TREASURER, WABASHA COUNTY, MINNESOTA

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.

By: _____, Auditor/Treasurer

Francie Warren

By: _____, Deputy

Kathi Walkerich

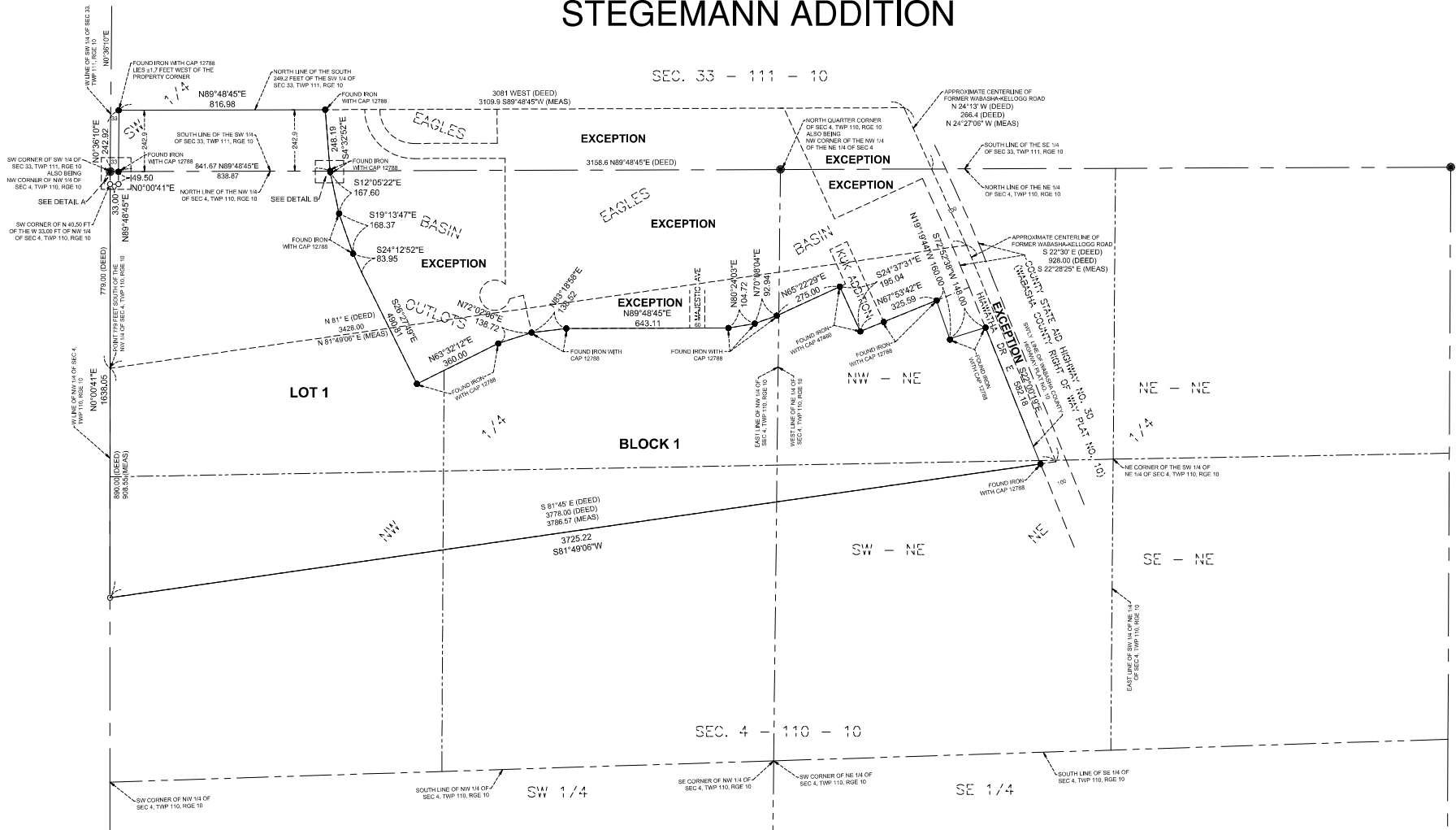


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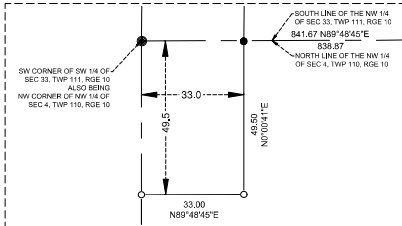
STEGEMANN ADDITION

SEC. 33 - 111 - 10

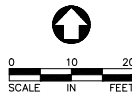
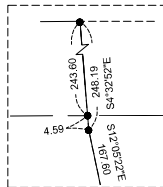
SEC. 4 - 110 - 10



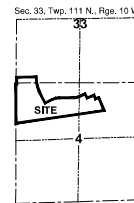
DETAIL A



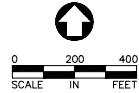
DETAIL B



VICINITY MAP
(Not To Scale)



Sec. 4, Twp. 110 N., Rge. 10 W.



BEARINGS ARE BASED ON THE WEST LINE OF THE NORTHWEST QUARTER OF SEC. 4, TWP. 110 N. RGE. 10 W AND IS ASSUMED TO BEAR NORTH 00°00'41" EAST

LEGEND

- FOUND WABASHA COUNTY MONUMENT AS DESCRIBED
- FOUND IRON PIPE AS DESCRIBED
- SET 1/2 INCH IRON PIPE WITH CAP 40173
- (DEED) DENOTES DEED
- (MEAS) DENOTES MEASURED



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City Council Regular

11. 1.

Meeting Date: 08/01/2023

ITEM TITLE: 27-2023 August Donations

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

August Donations Resolution

CITY OF WABASHA
RESOLUTION No. 27-2023
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**

- \$50 – In memory of Paul Klees – Dave & Nancy Houtkooper
- \$25 – In memory of Paul Klees – John & Sue Mundy
- \$25 - In memory of Paul Klees – David & Myriam Miller
- \$25 – In memory of Paul Klees – William & Joan Whitaker
- \$200 – for large print westerns – Anonymous
- \$50 – In memory of Eunice Sulentich - Gary & Fahl
- \$50 – In memory of Eunice Sulentich – Kathleen Sulentich M.D.
- \$25 – In memory of Eunice Sulentich – John & Sue Hampe
- \$20 – In memory of Eunice Sulentich – Kathy Edwards
- \$1000 – Summer Reading Program – Rotary Club of Wabasha

• **ATHLETIC FIELD COMPLEX**

- \$1000 – Anonymous
- \$250 – Peter & Sharon Malin

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 August 1st, 2023.

Approved:

Mayor - Emily Durand

Attested:

City Clerk – Wendy Busch

City Council Regular

13. 1.

Meeting Date: 08/01/2023

ITEM TITLE: 2024 Budget Workshop: Tuesday, August 22nd at 3PM Wabasha Public Library

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The 2024 Budget Workshop will be held on Tuesday, August 22nd at 3PM at the Wabasha Public Library.
