

WABASHA CITY COUNCIL

WABASHA CITY HALL

Tuesday, June 4, 2024

Council Meeting 6:00 PM

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

All matters listed under the "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, 900 Hiawatha Dr E, Wabasha, MN 55981. 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 Smartphone, [click here](#) to watch the meeting on YouTube (or search for City of Wabasha YouTube Channel).

Council member Dean Meurer will attend the meeting via 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**
 1. Administrators Report
8. **Consent Agenda**
 1. Approve \$55,142 Community Resiliency Planning Grant and \$6,156.90 in match through Minnesota Pollution Control Agency
 2. 5-7-24 Regular Council Minutes
 3. 4-23-24 Special City Council Minutes
 4. June Warrants
 5. Chamber Liquor License and Gambling permit for Riverboat days
 6. Approve Revisions to Ambulance Positions, add part-time EMT, and extend offers
 7. MN DEED Redevelopment Grant Application Resolutions
 8. Resolution Authorizing Execution of Agreement
 9. Athletic Complex Pay App #6
 10. 2023 Street Project Pay App #8
 11. 2024 Street Improvements: Approve Plans and Specifications and Authorize Advertisement for Bids
 12. Approve the annual renewal of liquor licenses
9. **Public Hearing**
10. **General Business**
 1. Approve Building Feasibility RFP
 2. Approval for City of Wabasha to Pay for Pre-Loan Costs for the Barge Terminal Project
 3. Township Contribution Discussion
 4. MN DEED Redevelopment Grant Application Resolutions
11. **Donations**
 1. Resolution 22-2024 June Donations
12. **Information - financials emailed to Council.**

13. **Announcements**

14. **Adjournment**

City Council Regular

1.

Meeting Date: 06/04/2024

ITEM TITLE: Administrators Report

DEPARTMENT: Administration

PURPOSE:

Administrator's Report - Caroline Gregerson

ITEM SUMMARY:

Athletic Field Grand Opening was a huge success. Please see our Facebook page for videos and photos. The outfield fence is still outstanding and staff will be working to collect donations as well. Thank you to the Tyler, Lisa, Jessica, Wendy, and the Public Works staff for an outstanding job.

There was no bonding bill. We have to obligate our funds by 2027. The Port Authority approved moving forward with a Phase 1 analysis. We are still anticipating a goal to begin this highway re-route project in 2027.

We are waiting outcome of the Housing Grant but in the meantime, I have applied for a demolition grant

Our sub-committee will be working on police union negotiations. We will start the budget process in July.

City Council Regular

8. 1.

Meeting Date: 06/04/2024

ITEM TITLE: Approve \$55,142 Community Resiliency Planning Grant and \$6,156.90 in match through Minnesota Pollution Control Agency

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Authorize City Administrator to sign grant agreement. The project will identify infrastructure improvement opportunities and solutions that are needed in Wabasha to protect property and to bolster city transportation systems to facilitate effective emergency response or evacuation during flooding. This project includes preparing hydrologic and hydraulic modeling of the Zumbro Slough through Wabasha with the goal of reducing flood related infrastructure damage and road closures while improving predictable access to emergency services. The \$6156.90 would be requested to be taken out of the utility funds.

Attachments

This grant contract is between the state of Minnesota, acting through its Commissioner of the **Minnesota Pollution Control Agency**, 520 Lafayette Road North, St. Paul, MN 55155-4194 ("MPCA" or "State") and **the City of Wabasha**, PO Box 268, 900 Hiawatha Drive East, Wabasha, MN 55981 ("Grantee").

Recitals

1. Under Minn. Stat. § 116.03, subd.2, the State is empowered to enter into this grant.
2. The State is in need of the **Wabasha Zumbro Slough Flood Resiliency Study Project (project)**.
3. Grantee will comply with required grants management policies and procedures set forth through [Minn.Stat. §16B.97](#), subd. 4 (a) (1).
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to [Minn.Stat. §16B.98](#), subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1. Term of Grant Contract

1.1 Effective Date. May 10, 2024, Per [Minn. Stat. §16B.98](#), Subd. 5, the Grantee must not begin work until this grant contract is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per [Minn.Stat. §16B.98](#) Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed.

1.2 Expiration Date. June 30, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 Survival of Terms. The following clauses survive the expiration or cancellation of this grant contract: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2. Grantee's Duties

The Grantee, who is not a state employee, will perform the duties specified in **Attachment A** which is attached and incorporated into this grant contract.

3. Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4. Consideration and Payment

4.1 Consideration. The State will pay for all services performed by the Grantee under this grant contract as follows:

- (a) **Compensation.** The Grantee will be paid according to the breakdown of costs contained in **Attachment A**, which is attached and incorporated into this grant contract. Grantee certifies they will provide no less than 10% (ten percent) of the total grant amount as cash match or in-kind services.

- (b) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed the total amount set forth in the travel expense items of the detailed budget section of **Attachment A**, which is attached and incorporated into this grant contract; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.
- (c) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed **\$55,412.10 (Fifty Five Thousand Four Hundred Twelve Dollars and Ten Cents)**.

4.2 Payment

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

Invoices for expenses incurred to-date may be submitted as frequently as monthly. First invoice is required no later than 6 (six) months or midway through the project, whichever comes first. Email updates about the status of the project are required to be provided to the State's Authorized Representative whenever an invoice is submitted to MPCA Accounts Payable. The State's Authorized Representative will not approve an invoice through the state system without this project update. A final invoice for payment of remaining grant funds expended by the project is required to be submitted at the completion of the project after a Grant Project Final Report, in a format provided to the Grantee by the MPCA, has been submitted to the State's Authorized Representative and approved. Payment of the final 10% (ten percent) of grant funds will be held back until the project is completed satisfactorily and all deliverables have been submitted and approved.

Invoices must be emailed to mpca.ap@state.mn.us, cc'd to the State's Authorized Representative, and contain the following information:

- Name of Grantee
- Grantee's Authorized Representative
- State's Authorized Representative
- SWIFT Contract No.
- Total amount requested for this invoicing period
- Invoice number
- Invoice date
- Invoicing period (actual working period covered by the invoice)
- Cumulative amount of grant expended to date
- Amount of match expended this invoicing period
- Cumulative amount of match expended to date
- Time and material breakdown for invoicing period:
 - Itemization **by each task worked on that period and for each position that worked on it** showing actual hourly rates, hours worked and total dollar amounts (divided into grant-funded and match); consultant invoices may be requested

- Receipts for supplies and any other itemized materials costs to be reimbursed with grant funds or counted as match
- Itemized per diem expenses, stipends or similar; receipts may be requested to be submitted with invoice
- Other items as requested

If there is a problem with submitting an invoice electronically, please contact the Accounts Payable Unit at 651-757-2491.

The Grantee shall submit an invoice for the final payment within 15 (fifteen) days of the original or amended end date of this grant contract. The State reserves the right to review submitted invoices after 15 (fifteen) days and make a determination as to payment.

(b) Unexpended Funds. The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements

Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must follow the law.

(a) For projects that include construction work and have a total project cost of \$25,000 or more, prevailing wage rules apply per [Minn. Stat. §§177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

(b) The grantee must not contract with vendors who are suspended or debarred in MN:
<https://mn.gov/admin/osp/government/suspended-debarred/>.

5. Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. Authorized Representative

The State's Authorized Representative is **Liz Wiese**, 7678 College Road, Ste 105, Baxter, MN 56425, 651-757-5072, liz.wiese@state.mn.us or successor and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance of each invoice submitted for payment.

The Grantee's Authorized Representative is **Caroline Gregerson**, PO Box 268, 900 Hiawatha Drive East, Wabasha, MN 55981, 651-565-4568, cityadmin@wabasha.org, or successor. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7. Assignment, Amendments, Change Orders, Waiver, and Grant Contract Complete

7.1 Assignment. The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 Amendments. Any amendments to this grant contract 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 grant contract, or their successors in office.

7.3 Change Orders. If the State's Authorized Representative or the Grantee's Authorized Representative identifies a change needed in the workplan and/or budget, either party may initiate a Change Order using the Change Order Form provided by the MPCA. Change Orders may not delay or jeopardize the success of the Project, alter the overall scope of the Project, increase or decrease the overall amount of the Contract, or cause an extension of the term of this Contract. Major changes require an Amendment rather than a Change Order. A Change Order also is required to name a successor if the State's Authorized Representative or the Grantee's Authorized Representative is no longer available to fulfill that role.

The Change Order Form must be approved and signed by the State's Authorized Representative and the Grantee's Authorized Representative in advance of doing the work included in the Change Order. Documented changes will then become an integral and enforceable part of the Contract. The MPCA has the sole discretion on the determination of whether a requested change is a Change Order or an Amendment. The state reserves the right to refuse any Change Order requests.

7.4 Waiver. If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.5 Grant Contract Complete. This grant contract contains all negotiations and contracts between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8. Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9. State Audits

Under Minn. Stat. § 16B.98, subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government Data Practices and Intellectual Property

10.1 Government Data Practices

The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data

referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 Intellectual property rights

(a) Intellectual property rights. The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this grant agreement. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant agreement. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant agreement. The Documents shall be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee, at the Grantee's expense, upon the written request of the State, or upon completion, termination, or cancellation of this grant agreement. To the extent possible, those Works eligible for copyright protection under the United States' Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(b) Obligations.

- (1) Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant agreement, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure therein.
- (2) Representation.** The Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause Liability, the Grantee shall indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, attorney fees. If such a claim or action arises or in Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

- (3) **License.** The State hereby grants a limited, no-fee, noncommercial license to the Grantee to enable the Grantee's employees engaged in research and scholarly pursuits to make, have made, reproduce, modify, distribute, perform, and otherwise use the Works, including Documents, for research activities or to publish in scholarly or professional journals, provided that any existing or future intellectual property rights in the Works or Documents (including patents, licenses, trade or service marks, trade secrets, or copyrights) are not prejudiced or infringed upon, that the Minnesota Data Practices Act is complied with, and that individual rights to privacy are not violated. The Grantee shall indemnify and hold harmless the State for any claim or action based on the Grantee's use of the Works or Documents under the provisions of Clause 10.2(b)(2). Said license is subject to the State's publicity and acknowledgement requirements set forth in this grant agreement. The Grantee may reproduce and retain a copy of the Documents for research and academic use. The Grantee is responsible for security of the Grantee's copy of the Documents. A copy of any articles, materials or documents produced by the Grantee's employees, in any form, using or derived from the subject matter of this license, shall be promptly delivered without cost to the State.

11. Workers' Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12. Publicity and Endorsement

12.1 Publicity. Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

12.2 Endorsement. The Grantee must not claim that the State endorses its products or services.

13. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination

14.1 Termination by the State. The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 Termination for Cause. The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the

refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding. The State may immediately terminate this grant contract if:

- (a) It does not obtain funding from the Minnesota Legislature.
- (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15. Data Disclosure

Under [Minn. Stat. § 270C.65](#), subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

To protect Grantee's personal data, Grantee is strongly encouraged to obtain and use a Minnesota tax identification number.

16. Reporting Requirements

Final Report. By the date specified in the project workplan and in a format provided by the MPCA, the Grantee shall submit a final report to the MPCA, plus all project deliverables identified in the workplan.

If the States Authorized Representative determines that the information submitted in the Final Report and/or Project Deliverables is inadequate, the Grantee shall prepare and submit additional / corrected information reasonably requested by the State's Authorized Representative. The Final Report and Project Deliverables shall not be approved by the State's Authorized Representative and final payment shall not be disbursed unless the Report and Deliverables contains the specified information to the satisfaction of the State's Authorized Representative.

Signatures

Title

Name

Signature

Date

Admin ID



520 Lafayette Road North
St. Paul, MN 55155-4194

Attachment A

Small Communities Planning Grants
for Stormwater, Wastewater,
and Community Resilience
Budget

SWIFT Contract No.: 248711
AL: 117284
Activity ID: PRO20240001

City of Wabasha Zumbro Slough Flood Resiliency Study

Cost category	Cost (\$/unit) Not to Exceed		Grant funds	Cash match	Total Budget
Surveyor	\$145.00	hour	\$5,220.00	\$580.00	\$5,800.00
Design Engineer	\$148.00	hour	\$35,031.60	\$3,892.40	\$38,924.00
Survey Manager	\$195.00	hour	\$351.00	\$39.00	\$390.00
Survey Technician	\$125.00	hour	\$1,800.00	\$200.00	\$2,000.00
Project Manager	\$205.00	hour	\$7,380.00	\$820.00	\$8,200.00
City Engineer	\$210.00	hour	\$5,103.00	\$567.00	\$5,670.00
Admin Assistant	\$117.00	hour	\$526.50	\$58.50	\$585.00
Totals			\$55,412.10	\$6,156.90	\$61,569.00

Project title:

Wabasha Zumbro Slough Flood Resiliency Study

1. Project summary:

Organization: City of Wabasha (the City)
Grantee's Authorized Representative (Grantee project manager): Caroline Gregerson
Title: City Administrator
Address: Po Box 268, 900 Hiawatha Drive East
Wabasha, MN 55981
Phone: 651-565-4568
Email: cityadmin@wabasha.org

Minnesota Pollution Control Agency (MPCA) contact:

State's Authorized Representative (MPCA project manager): Liz Wiese
Title: Grants Coordinator
Address: 7678 College Road, Ste 105
Baxter, MN 56425
Phone: 651-757-5072
Email: liz.wiese@state.mn.us

Project information

Start date: 05/2024 **End date:** 6/30/2025
Total cost: \$61,569.00 (Grant: \$55,42.10; Match: \$6,156.90)

2. Statement of project purpose(s)

The project intends to identify infrastructure improvement opportunities and solutions that are needed in Wabasha to protect property and to bolster city transportation systems to facilitate effective emergency response or evacuation during flooding. The goal is to protect the city facilities, homes and businesses, and residents in the community from recurring flooding concerns. This project includes preparing hydrologic and hydraulic modeling of the Zumbro Slough through Wabasha with the goal of reducing flood related infrastructure damage and road closures while improving predictable access to emergency services. Addressing these issues will be key to reducing the risk to personal and city property associated with both flash-flood runoff from bluff areas surrounding the city and long-duration flooding events seen annually along the Mississippi River as Minnesota's changing climate continues to impact Wabasha's property and transportation infrastructure with increasing frequency. The results will be shared with Wabasha city officials, planning staff, Wabasha County staff and officials, and numerous state agencies as needed to pursue additional project funding for flood mitigation planning and construction efforts.

3. Goal statement, project deliverable(s), tasks, and subtasks

Goal statement: The project intends to identify a solution that will protect city and personal property and the transportation infrastructure in and around the Zumbro Slough during local and regional flood events. The goal is to protect the transportation network and local properties from recurring flood concerns, especially during long-duration floods from the Mississippi River that limit movement in and out of the city for emergency responders and evacuation. Facilitating normal operations by reducing the impact of smaller floods is also a concern. Addressing this flood issue will be key to reducing the impact that flooding has on the emergency response and evacuation capacity as Minnesota's changing climate continues to cause severe impacts to transportation systems and local access to emergency services. This study will evaluate the feasibility of flood mitigation measures along the Zumbro Slough corridor in order to protect the existing properties most frequently impacted by major floods, as well as provides important planning tools for City officials and City planners to ensure that future developments projects, building improvements, or transportation projects are constructed at appropriate elevations to reduce flood risk and improve long term resiliency to flooding in the community.

Project deliverables: The principal deliverable from this project will be a complete engineering alternatives analysis report that describes the problem and a recommended solution(s) including hydrologic and hydraulic analysis, grading and infrastructure improvement exhibits, and cost estimates. With this report, the City of Wabasha will be able to use the information provided to seek out funding opportunities for design and construction of the preferred alternative.

Task 1 of 5: Topographic Survey

Subtask 1: Topographic Survey - Field

Brief description of activities involved: Perform a site survey of the project area including the topography along the Zumbro Slough drainage way, existing storm sewer infrastructure, culverts, key low floor elevations, roadway overtopping elevations, and sag points. Survey data will be converted to base drawings in AutoCAD for use in developing project exhibits.

Task 2 of 5: Existing Conditions Modeling

Subtask 2a: Existing Conditions SSA Modeling

Brief description of activities involved: Prepare hydrologic and hydraulic modeling using AutoDesk's Storm and Sanitary Analysis (SSA) to analyze the current Zumbro Slough watershed runoff and local drainage patterns. Tasks will include defining hydrologic and hydraulic parameters of the model, calibrating the model to previously observed rainfall events, and analyzing current rainfall depths for storm events up to and including the 100-year storm. This includes an evaluation of existing and future predicted tailwater conditions for the Mississippi River. The modeling will assess the current level of service for the existing drainage and transportation infrastructure and what recurrence flooding is currently anticipated.

Subtask 2b: Existing Conditions HEC-RAS Modeling

Brief description of activities involved: Prepare a northern flow direction hydraulic model using HEC-RAS software to analyze the current flooding conditions within the Zumbro Slough for local flooding runoff. Prepare a southern flow direction model of the Mississippi River split flow conditions, assessing the current discharges anticipated within Zumbro Slough from the Mississippi river during varying flood events. Tasks will include defining hydrologic and hydraulic parameters of the model, calibrating the model to previously observed rainfall events, and analyzing storm events up to and including the 500-year storm. This includes an evaluation of existing and future conditions for the Mississippi River. The modeling will assess the current level of service for the existing culvert and transportation infrastructure and what recurrence flooding is currently anticipated.

Subtask 2c: Existing Conditions Figure(s)

Brief description of activities involved: Generate figures showing current condition flooding extents, high-water levels, and discharge rates up to the 100-year flood event, to communicate the current flood risk within the Wabasha study area.

Task 3 of 5: Meetings & Project Management

Subtask 3a: Project Kickoff

Brief description of activities involved: The project kickoff meeting will include City and Bolton & Menk staff with a focus on discussing the history and background information of the study area, flood record data, and project goals desired by the city and the residents. The meeting will establish detailed project timelines and schedule for deliverables, milestones, and future meetings.

Subtask 3b: Progress and Steering Committee Meetings

Brief description of activities involved: Attend regular progress meetings with City staff to discuss draft deliverables and findings with city and Bolton & Menk staff to assess project progress, make decisions regarding desired alternatives or results, and communicate project outcomes with key stakeholders. Attend regular meetings with the city steering committee to educate, acquire data, and discuss alternatives throughout the study duration.

Subtask 3c: Presentation of Final Alternatives and Report

Brief description of activities involved: Present the final project alternatives, flood reduction benefits, and alternatives costs for the Wabasha Zumbro Slough Flood Resiliency Study to the Wabasha City Council for selection of the preferred alternative(s).

Subtask 3d: Project Management & Administration

Brief description of activities involved: Perform general project management duties and status reporting.

Task 4 of 5: Assessment, Final Report, and Project Deliverables**Subtask 4a: Alternatives Development and Proposed Modeling**

Brief description of activities involved: Developing conceptual alternatives for flood risk reduction flood study area. Prepare proposed condition SSA and HEC-RAS modeling of varying return frequency rainfall events to assess the impacts to flooding limits, discharges, and flood risk associated with each alternative.

Subtask 4b: Proposed Alternatives Figures

Brief description of activities involved: Generate figures showing proposed alternatives with high-water levels and discharge rates for key rainfall events to communicate the project footprint, key project elements, and flood risk reduction associated with each alternative.

Subtask 4c: Cost Estimating

Brief description of activities involved: Prepare a preliminary construction cost estimate for each project alternative for use when evaluating overall alternative feasibility and benefit-cost.

Subtask 4d: Evaluate Alternatives

Brief description of activities involved: Evaluate the benefit-cost associated with each of the proposed flood mitigation alternatives and the feasibility of each alternative for constructability, flood risk reduction benefit, and infrastructure resiliency to recommend a preferred alternative to the City Council and City Staff.

Brady Nahkala, EIT, CFM, Water Resources Design Engineer – Bolton & Menk

Subtask 4e: Wabasha Zumbro Slough Flood Resiliency Study Report

Brief description of activities involved: Will produce a detailed project report outlining the existing conditions, the analyses performed, and the proposed solution(s) along with exhibits and cost estimates.

Task 5 of 5: Final Report and Project Deliverables**Subtask 5a: Submit Grant Final Report**

Brief description of activities involved: Will provide a final grant project report using the MPCA template approximately one month prior to the end of the grant agreement on June 30, 2025, or at completion of the project, whichever occurs first. Will respond promptly to any requests by the MPCA authorized representative for additional information and/or corrections to the report.

Timeframe: May – June 30, 2025

Subtask 5b: Submit Project Deliverables

Brief description of activities involved: Will provide electronic files of all project deliverables to the MPCA authorized representative prior to the end of the grant agreement on June 30, 2025, or at the completion of the project, whichever occurs first.

Timeframe: May - June 30, 2025

City Council Regular

8. 2.

Meeting Date: 06/04/2024

ITEM TITLE: 5-7-24 Regular Council Minutes

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Attachments

Minutes

DRAFT

Council Members:

First Ward: John Friedmeyer, Gene Jensen

Second Ward: Tim Wallerich, Brian Wodele

Third Ward: Dean Meurer, Jeff Sulla

Mayor: Emily Durand

City Attorney: Mike Flaherty

City Administrator: Caroline Gregerson

Deputy Clerk: Jessica Leonhardt

Date: May 7, 2024

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Tuesday, May 7, 2024, and was called to order at 6:00 p.m. by Mayor Durand.

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 - None**

3. **Public Comments**

Mayor Durand summarized the meeting agenda and reviewed the public comment procedure for items not listed on the agenda. There were no public comments.

4. **Changes or Additions to Agenda**

It was clarified that the April 23 meeting minutes will be added to the agenda packet for the next meeting. There were no other changes or additions to the agenda.

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

This item was discussed following discussion of Item 9.2.

Mayor Durand discussed an aging-friendly community survey. She discussed several grant opportunities, including State arts funding. She discussed a changemaker retreat, during which inclusivity was discussed. She discussed a recent Watch Committee meeting. An update was provided regarding the Minnesota Housing Grant application. She discussed Library activities, a City recycling day on May 18, and a youth touch-a-truck event on May 20. She reviewed activities in conjunction with the grand opening of the athletic field complex on May 31.

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

Utilities Committee: Council Member Wodele indicated that there was nothing to report.

Port Authority: Council Member Friedmeyer expressed appreciation for the hard work on the Minnesota Housing Grant application. He summarized topics of discussion during a recent Port Authority meeting, including ongoing discussion of the barge terminal project and approval of an engineering work order, the relationship with the Army Corps of Engineers and the winter haul out, and a press release relating to Highway 60 re-route project.

Planning Commission: Council Member Wallerich summarized topics of discussion during a recent meeting, including review and approval of the Eagles Basin PUD and approval of the Second Street development CUP.

1. **Administrator's Report**

City Administrator Gregerson provided an HVAC grant program update, noting that this has assisted 17 local businesses. She reported that FEMA paperwork has been completed. She discussed legislative advocacy efforts toward the Highway 60 re-route project. She reviewed recent donations toward the athletic field complex and discussed how these funds will be used. She provided project updates. Council Members Sulla and Friedmeyer offered to help select an engineering firm for the Highway 60 re-route project.

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 as reviewed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

0. Resolution Authorizing Execution of Agreement

1. Local Board of Appeal and Equalization Minutes from 4-11-24

2. Approve of Journal Entry Policy

3. May Warrants

4. St Felix Permits

5. Pool Shower / Restroom Water Heater System

6. Approve Fund Balance Policy

7. Appointment to Ambulance Commission

8. Resolution 18-2024 - Committing Local Match and Authorizing Contract Signature

9. 4-2-24 Regular City Council Minutes
10. Pay Application 7 for Pember Downtown Project.
11. Slicks Addition Minor Plat
12. Appoint Jeff Sulla and Brian Wodele to Ad-Hoc Personnel Committee for Police Negotiations

9. **Public Hearings**

1. 2024 Street Improvements Hearing and Adopt 19-2024 Resolution Ordering Improvement and Preparation of Plans
City Engineer Brian Malm provided background information. He discussed the proposed mill and overlay project and reviewed the project area. He noted that no utility improvements are planned in conjunction with this project. He discussed spot repairs and reviewed the anticipated life of the project. He reviewed the estimated project costs and detailed the City's assessment policy and calculation formula. He discussed the project schedule and next steps, if the Council approves the project. He stated that the assessments would be presented during an assessment hearing. He summarized the results of a feasibility study and noted that staff recommends approval of the project. The assessment policy was clarified.

Mayor Durand opened the public hearing for this item at 6:15 p.m.

Bill Kay, Wabasha, asked why so-called "bird baths" are not able to be fixed during a mill and overlay project. City Engineer Malm explained that bird baths are slight depressions, noting that potholes and other structural issues would be fixed.

The assessment policy and process were further discussed.

City Administrator Gregerson noted that funding has been set aside in the CIP budget toward this project.

No one else spoke during the Public Hearing. Mayor Durand closed the public hearing at 6:18 p.m.

Moved by Council Member Tim Wallerich, seconded by Council Member Jeff Sulla to adopt Resolution 19-2024, ordering improvements and preparation of plans for the 2024 street improvement project.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

2. **Street Vacation for a Portion of Aire Avenue**
City Planner Kristi Trisko provided background information and discussed the proposed partial street vacation. She noted that the Street Commission and the Utilities Commission have reviewed the proposal and expressed no concerns. She added the public safety staff had no concerns or comments.

Mayor Durand opened the public hearing for this item at 6:21 p.m. No one spoke during the public hearing. Mayor Durand closed the public hearing at 6:22 p.m. There were no questions from Council Members.

Moved by Council Member Brian Wodele, seconded by Council Member John Friedmeyer to approve the partial street vacation as proposed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

10. **General Business**

1. **Eagles Basin Townhome PUD / Plat / Development Agreement**
City Planner Kristi Trisko provided background information. She described the townhomes and discussed open space. She stated that garages, patios, and porches will be provided for each unit. She reviewed the PUD planning process and discussed setbacks. She discussed private roadway access, public utility connections, and lighting. She noted that the Planning Commission unanimously recommended approval of the PUD and final plat, noting that there were no public comments. She summarized comments from the Street Commission, the Utilities Commission, the Park Board, and City staff. She discussed parking restrictions. She summarized the development agreement and reviewed estimated administrative costs. She discussed a letter of credit. She referenced the street vacation. She stated that staff recommends approval of the PUD and final plat. She reviewed the next steps in the process.

Representatives of the applicant, Tony Bigelow and Mark Wells, provided additional information and further discussed the development agreement. They proposed changes to the agreement language relating to administrative and inspection costs.

Mayor Durand reviewed the requested Council actions, including approval of the PUD, approval of the final PUD plat, and approval of the development agreement.

Following approval of the PUD and final plat, the development agreement was further discussed. The estimated administrative costs were reviewed. City Engineer Brian Malm noted that the developer would be billed for actual costs. Council Member Wodele suggested working with the developer. He expressed agreement with the "not to exceed \$10,000" language proposed by the developer, adding that further discussion could be undertaken if there are major issues to be addressed.

Moved by Council Member Brian Wodele, seconded by Council Member Tim Wallerich to approve the final PUD, as presented.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

Moved by Council Member Dean Meurer, seconded by Council Member Brian Wodele to approve the final PUD plat and plan, as presented.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

Moved by Council Member Tim Wallerich, seconded by Council Member Jeff Sulla to approve the amended development agreement, as discussed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

2. Discuss Approval of Additional Items to Downtown Street Project and Approve Request for Additional Loan Funds from PFA

Public Works Director Tony Johnson stated his opinion that bumpouts are needed at the intersection of Second Street and Pembroke Avenue. He recommended completing an Alleghany Avenue sidewalk connection and a section of blacktop by the Post Office. He also discussed Popcorn Park paving and utility work. He reviewed the benefits of the additional work. He discussed the project budget.

City Engineer Brian Malm provided additional information. He discussed required additional items, including Downtown building water services, a limestone wall around the clock in Heritage Park, and a Third Street and Pembroke Avenue bumpout addition. He stated that these items should have been included in the original project plan. He offered a reduction in engineering fees to help compensate for the additional costs.

City Engineer Malm further discussed recommended additional items, as detailed by Public Works Director Johnson. He discussed a recommended reduction from the project relating to an alley. He discussed the use of contingency funding toward the additional costs and reviewed PFA eligible costs. City Administrator Gregerson discussed water rate impacts. City Engineer Malm discussed grant funding toward lead service line replacement.

The timeframe for Council action relating to the additional items was discussed. Council Member Meurer expressed agreement with completing the required and recommended items. Mayor Durand discussed safety considerations.

Moved by Council Member John Friedmeyer, seconded by Council Member Dean Meurer to approve completion of the required and recommended items, as discussed. PFA loan funding was discussed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

3. Flood Damage Purchases - Reimbursed FEMA Funds

Public Works Director Johnson provided background information and discussed FEMA funding. He reported that Malone Park lighting has been approved for FEMA funding. He reviewed a quote from Key Electric.

Director Johnson and Assistant Public Works Director Riley Costello discussed a skate park relocation project. City Administrator Gregerson provided additional information.

Options for project funding were reviewed. Potential locations and materials were discussed.

Moved by Council Member Brian Wodele, seconded by Council Member Tim Wallerich to approve the FEMA reimbursement and the Key Electric quote, as presented.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

Moved by Council Member Dean Meurer, seconded by Council Member John Friedmeyer to approve the skate park relocation project with a concrete surface, as discussed.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

4. Hockey Rink / Basketball Paint Striping Discussion
Public Works Director Johnson and Assistant Public Works Director Costello provided background information and reviewed options and preferences for a multi-use court, including ice hockey, roller hockey, basketball, and pickleball. It was suggested to form a volunteer group to raise funds toward a separate basketball court, and estimated costs were discussed.
5. Reclassification for Assistant Public Works Director
City Administrator Gregerson provided background information. She discussed additional job duties, including emergency management responsibilities. She reviewed a job analysis report and discussed budget funding toward additional compensation. Emergency management responsibilities were further discussed. The upcoming police contract negotiation process was referenced. Council Member Meurer suggested forming an ad hoc committee for further discussion. Mayor Durand discussed retention issues. City Clerk Busch discussed the volume of administrative work that has been required.

Following the vote, the budget planning process was further discussed. Council Member Friedmeyer commented that the cost of labor is going up.

Moved by Council Member Dean Meurer, seconded by Council Member John Friedmeyer to approve the reclassification of the Assistant Public Works Director position, as discussed. Council Member Meurer reiterated his preference for a broader discussion.

Vote: 4 - 2 Adopted

NAY: Council Member Brian Wodele
Council Member Jeff Sulla

Other: Council Member Eugene Jensen (ABSENT)

11. Donations

1. May Donations - Resolution 17-2024

Mayor Durand reviewed the May donations:

LIBRARY

\$500 – Bill & Gloria Hager

\$100 – Jean Johnstad – In memory of Walter Liebenow

\$90 – Caryll Hammel

DOG PARK

\$250 – Heritage Laundromat (Greg Vandemark & Jane Wegener)

WABASHA ATHLETIC COMPLEX

\$5,000 – Paul & Mary Flicek o Sprinkler lines, heads, and the self-propelled sprinkler cart (value of \$30,000) from Danckwart, Landscaping & Excavating LLC

Moved by Council Member Tim Wallerich, seconded by Council Member Brian Wodele to adopt Resolution 17-2024 approving the May donations.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

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

13. **Announcements**

There were no announcements.

14. **Adjournment**

Moved by Council Member Tim Wallerich, seconded by Council Member Brian Wodele to adjourn the meeting. The meeting adjourned at 7:45 p.m.

Vote: 6 - 0 Adopted - Unanimously

Other: Council Member Eugene Jensen (ABSENT)

Jessica Bruce, Deputy Clerk

City Council Regular

8. 3.

Meeting Date: 06/04/2024

ITEM TITLE: 4-23-24 Special City Council Minutes

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review and approve or make any necessary changes to the Special Council minutes from the 4-23-24 meeting.

ACTION REQUIRED:

make a motion to approve the 4-23-24 Special City Council Minutes in the concert agenda.

Attachments

4-23-24 Special CC Minutes

DRAFT

Council Members:

First Ward: John Friedmeyer, Gene Jensen

Second Ward: Tim Wallerich, Brian Wodele

Third Ward: Dean Meurer, Jeff Sulla

Mayor: Emily Durand

City Attorney: Mike Flaherty

City Administrator: Caroline Gregerson

Deputy Clerk: Jessica Leonhardt

Date: April 23, 2024

PROCEEDINGS OF THE CITY COUNCIL

A special meeting of the City Council of the City of Wabasha was held on Tuesday, April 23, 2024, and was called to order at 5:00 p.m. by Mayor Durand.

Mayor Durand offered an opportunity for public comment, noting that a public hearing relating to the proposed TIF district would be conducted later during the meeting. There was no public comment.

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

All present stood and recited the Pledge of Allegiance.

1. Consent: Accept Resignation of Part-Time Paramedic Brittnei Gillett
2. Consent: City of Wabasha Community Development Block Grant Coronavirus (CDBG-CV) Income Reuse Plan
3. Consent: Final grant tree order 2024

Mayor Durand reviewed consent agenda items.

Moved by Council Member Brian Wodele, seconded by Council Member Tim Wallerich to approve all three consent agenda items, as presented.

Vote: 7 - 0 Adopted - Unanimously

2. General Business

1. Public Hearing to Establish a TIF District and Resolution Approving TIF District
Mike Bubany from David Drown Associates provided background information. He discussed the use of tax increment financing to help support development projects and discussed a pay-as-you-go type TIF plan. He described the process of establishing a redevelopment TIF district. He reviewed the rules that apply to a redevelopment TIF district, including a requirement that 75% of the parcels have to be improved, with more than 50% of the buildings declared to be substandard.

Mr. Bubany detailed the proposed TIF plan for the project. He noted that if tax rates rise in the future, the additional revenue would be excluded from the tax increment calculation. He pointed out the boundaries of the proposed TIF District and the parcel under discussion. He discussed how the property valuation is determined and reviewed the tax base revenue that would be captured during the life of the TIF. He discussed impacts on School District property tax revenue and reviewed administrative costs.

Mr. Bubany reviewed the "but for" requirement for TIF assistance. He referenced the estimated project costs and funding sources. He discussed the terms of the TIF plan and reviewed payments that would be provided to the developer over time. He detailed residential property tax impacts if the TIF plan is approved and discussed the benefits of the development project.

Mr. Bubany stated that the developer is also requesting assistance from the City relating to infrastructure improvements and other expenses, in addition to selling the property to the developer for \$1. He discussed how these costs would be recouped by the 10% retainage of the TIF. He noted that a separate fund would be established for this purpose. City Administrator Gregerson discussed potential matching grant funding assistance toward demolition costs and public improvements. She discussed the planned alley repaving project.

Mr. Bubany referenced the documents that were included in the agenda materials. He reviewed the next steps in the process. He noted that the City Council would have the authority to void the contract if the property is sold by the developer in the future.

Mayor Durand opened the Public Hearing for this item at 5:35 p.m.

Jack Burns, 340 Skyline Drive, Wabasha, expressed appreciation for the comprehensive presentation, noting that this is a complex project. He referenced City budget challenges and requested clarification of the real gain to the community of the project and the proposed TIF plan. He also asked about the interest rate, the estimated project cost, and the property value calculation. He expressed concerns about the 26-year term of the TIF plan. He asked when the final details of the contract would be approved by the City Council.

Mr. Bubany provided additional information. He discussed the 8% interest rate. He stated that the proposal would not impact the City's ability to complete future capital projects. He detailed the economic impacts of the project to the community. He further discussed the TIF budget and the property value calculation. He reviewed the next steps and discussed the contract approval process. He noted that no additional public hearing would be required, adding that the Council could offer an opportunity for public comment before action is taken to approve the contract.

Mayor Durand provided additional background information with regard to workforce housing needs. She referenced a State workforce housing matching grant that will be needed to make the project feasible. She further discussed the economic benefits of the project. Administrator Gregerson provided additional information and referenced developer feedback that was received during the RFP process. She noted that the project would utilize existing infrastructure. She stated that recent large developments would not have occurred without TIF assistance. She summarized discussions of best uses for the City-owned property.

No one else spoke during the public hearing. Mayor Durand closed the public hearing at 5:55 p.m.

Council Member Meurer commented that past TIF plans have referenced job creation. Mr.

Bubany referenced Business Subsidy Act requirements for certain types of TIF plans, noting that housing TIF plans are exempt from this requirement.

Moved by Council Member John Friedmeyer, seconded by Council Member Dean Meurer to adopt a motion authorizing the establishment of a housing TIF district.

Vote: 7 - 0 Adopted - Unanimously

2. Approval of Matching Funds for MN Housing Grant
Mayor Durand referenced the grant application.

Moved by Council Member Brian Wodele, seconded by Council Member Dean Meurer to authorize the submission of a letter to accompany the State grant application.

Vote: 7 - 0 Adopted - Unanimously

3. Update on New EPA PFAS Regulation
Wastewater Treatment Plant Operator Pat Mueller provided background information. He stated that the Minnesota Department of Health recently notified him that the EPA is lowering the maximum contaminant level for PFAS. He discussed the previous random well testing process, noting that the State will now require testing of all wells. He stated that the State may help cover the cost of additional well testing. He noted that Well #3 has the highest level of PFAS, adding that the City's water is safe to drink. He discussed potential future mitigation options and costs. He stated that the State is working on new policies and training procedures. He stated that Well #3 has been shut down for now, pending further testing. He reviewed plans for additional testing of all of the City's wells. He provided information relating to PFAS contamination. He reviewed information that has been posted on the City's website and summarized recent conversations with concerned residents. He also discussed lead pipe contamination. It was noted that all of the City's wells are 200 feet deep. Council Members expressed agreement with the current approach. The new EPA regulations and testing procedures were further discussed.
4. Approve Change to Compensation Policy for Ambulance Director
City Administrator Gregerson provided background information and discussed staffing challenges. Council Member Friedmeyer expressed concerns about paying the Ambulance Director less money to do the same job. He suggested looking at how to staff the Ambulance Service going forward. Ambulance Director Ryan Marking further discussed his compensation and described the proposed policy as a good compromise. Open positions and Director Ryan's current roles and responsibilities were discussed. Administrator Gregerson summarized discussion by the Ambulance Commission.

Moved by Council Member Tim Wallerich, seconded by Council Member John Friedmeyer to approve the compensation change and re-evaluate the situation by December 31, 2024. Recent discussions with Greenfield Township were summarized.

Vote: 7 - 0 Adopted - Unanimously

3. **Adjournment**

Moved by Council Member Tim Wallerich, seconded by Council Member Eugene Jensen to adjourn the meeting. The meeting adjourned at 6:18 p.m.

Vote: 7 - 0 Adopted - Unanimously

Jessica Bruce, Deputy Clerk

City Council Regular

8. 4.

Meeting Date: 06/04/2024

ITEM TITLE: June Warrants

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review and approve the warrants listed when approving the concert agenda

Attachments

June Warrants

CITY OF WABASHA COUNCIL PAYABLES

05/30/24 6:15 PM

Page 1

PROG Descr	Search Name	Account Descr	Amount	Comments
Administration				
Administration	QUADIENT LEASING USA, INC.	E 100-410-41500-311 Contractor Fees	\$173.55	POSTAGE LEASE
Administration	DAVID DROWN ASSOCIATES	E 100-410-41500-311 Contractor Fees	\$475.00	PROF CONSULTING JOB DESC REVIEW
Administration	HBC	E 100-410-41500-321 Telephone	\$335.31	CITY HALL PHONE
Administration	VALLEY PUBLICATIONS, INC	E 100-410-41500-351 Legal Notice Publishing	\$61.20	BOARD OF APPEAL
Administration	VALLEY PUBLICATIONS, INC	E 100-410-41500-351 Legal Notice Publishing	\$224.40	TIF DISTRICTING #1-9
Administration	VALLEY PUBLICATIONS, INC	E 100-410-41500-351 Legal Notice Publishing	\$1,048.05	2023 FINANCIALS
Administration	VALLEY PUBLICATIONS, INC	E 100-410-41500-351 Legal Notice Publishing	\$66.30	STREET VACATION
Administration	VALLEY PUBLICATIONS, INC	E 100-410-41500-351 Legal Notice Publishing	\$244.80	STREET IMPROVEMENTS HEARING
Administration	VALLEY PUBLICATIONS, INC	E 100-410-41500-351 Legal Notice Publishing	\$66.30	STREE VACATIONS
Administration	WABASHA COUNTY RECORDER	E 100-410-41500-433 Dues and Subscriptions	\$20.00	NOTARY COMMISSION FILING FEE
Administration			\$2,714.91	
Ambulance				
Ambulance	VISA	E 100-420-42500-200 Office Supplies	\$12.19	AMAZON OFFICE SUPPLIES
Ambulance	HILLS HARDWARE HANK	E 100-420-42500-206 Training Center Expenditures	\$27.98	BATTERIES
Ambulance	WABASHA COUNTY	E 100-420-42500-212 Motor Fuels	\$100.05	AMBULANCE GAS
Ambulance	WABASHA COUNTY	E 100-420-42500-212 Motor Fuels	\$328.83	AMBULANCE DIESEL
Ambulance	KWIK TRIP INC	E 100-420-42500-212 Motor Fuels	\$364.22	AMBULANCE FUEL
Ambulance	AIRGAS USA LLC	E 100-420-42500-215 Oxygen-Supplies	\$64.08	OXYGEN
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$134.30	MEDICAL SUPPLIES
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$832.28	MEDICAL SUPPLIES
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$352.08	MEDICAL SUPPLIES
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$242.56	MEDICAL SUPPLIES
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$103.59	MEDICAL SUPPLIES
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$32.67	MEDICAL SUPPLIES
Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$23.56	MEDICAL SUPPLIES
Ambulance	VISA	E 100-420-42500-219 General Supplies	\$146.93	AMAZON & DG MISC SUPPLIES
Ambulance	MEDPRO MIDWEST GROUP	E 100-420-42500-221 Equipment Maintenance/Parts	\$170.00	QUARTERLY BILLING FOR COT
Ambulance	HILLS HARDWARE HANK	E 100-420-42500-223 Building Maint/Repair Supplies	\$190.70	MISC BUILDING MAINT SUPPLIES
Ambulance	DICK S AUTO PARTS	E 100-420-42500-223 Building Maint/Repair Supplies	\$25.98	TOOLS
Ambulance	HILLS HARDWARE HANK	E 100-420-42500-223 Building Maint/Repair Supplies	\$83.60	AMBULANCE ACCOUNT
Ambulance	VISA	E 100-420-42500-308 Continuing Ed	\$150.00	AMBULANCE ASSOCIATION TRAINING
Ambulance	ECP SERVICES, LLC	E 100-420-42500-311 Contractor Fees	\$1,880.68	APRIL COMMISSIONS
Ambulance	IMAGE TREND	E 100-420-42500-312 Computer Support	\$1,800.00	ELITE EMS SAAS
Ambulance	HBC	E 100-420-42500-321 Telephone	\$59.91	AMBULANCE PHONE
Ambulance	FIRSTNET BUILT WITH AT & T	E 100-420-42500-321 Telephone	\$76.46	MOBILE INTERNET

PROG Descr	Search Name	Account Descr	Amount	Comments
Ambulance	CLEARWAY COMMUNITY SOLAR LLC	E 100-420-42500-381 Electric/Gas Utility	\$101.50	AMBULANCE SOLAR
Ambulance	XCEL ENERGY	E 100-420-42500-381 Electric/Gas Utility	\$102.27	AMBULANCE GARAGE
Ambulance	CULLIGAN	E 100-420-42500-409 Maintenance Agreements	\$59.00	TWIN SOFTNER
Ambulance	WABASHA FRESH MARKET	E 100-420-42500-430 Miscellaneous	\$195.89	MISC SUPPLIES
Ambulance	VISA	E 100-420-42500-430 Miscellaneous	\$171.29	AMAZON MISC SUPPLIES
Ambulance	VISA	E 100-420-42500-433 Dues and Subscriptions	\$14.00	PIONEER PRESS
Ambulance	ASPEN MILLS	E 100-420-42500-581 Uniforms	\$80.00	ART FILES
Ambulance	ASPEN MILLS	E 100-420-42500-581 Uniforms	\$0.09	UNIFORMS
Ambulance	VISA	E 100-420-42500-581 Uniforms	\$135.00	511 INC
Ambulance	HARTERT S STORE INC	E 501-420-42500-500 CAPITAL OUTLAY	\$3,311.50	AIR CONDITIONER UNIT INSTALLATION
Ambulance	HARTERT S STORE INC	E 501-420-42500-500 CAPITAL OUTLAY	\$3,311.50	AMBULANCE AIR CONDITIONER
Ambulance			<u>\$14,684.69</u>	
Emergency Management				
Emergency Management	RILEY COSTELLO	E 100-420-42400-308 Continuing Ed	\$386.26	EM MILEAGE BACK & FORTH 3 DAYS NE
Emergency Management			<u>\$386.26</u>	
Engineering				
Engineering	BOLTON AND MENK INC	E 100-410-41300-303 Engineering Fees	\$1,350.00	2024 GENERAL ENGINEERING
Engineering	CONSTRUCTION MANAGEMENT SER	E 100-410-41300-315 Building Inspector Fees	\$5,956.48	INSPECTION FEES
Engineering			<u>\$7,306.48</u>	
Fire Protection				
Fire Protection	HILLS HARDWARE HANK	E 100-420-42200-200 Office Supplies	\$222.22	FIRE DEPARTMENT ACCOUNT
Fire Protection	WABASHA COUNTY	E 100-420-42200-212 Motor Fuels	\$120.57	FIRE DEPARTMENT -GAS
Fire Protection	WABASHA COUNTY	E 100-420-42200-212 Motor Fuels	\$242.55	FIRE DEPARTMENT - DIESEL
Fire Protection	FIRE SAFETY USA	E 100-420-42200-221 Equipment Maintenance/Parts	\$737.25	REPAIRS TO ENGINE W-6
Fire Protection	PAUL BUSCH	E 100-420-42200-221 Equipment Maintenance/Parts	\$86.66	REPAIRS
Fire Protection	PAUL BUSCH AUTO CENTER, INC	E 100-420-42200-221 Equipment Maintenance/Parts	\$86.66	REPAIRS - RECUT VOIDED 40562
Fire Protection	GUNDERSEN ST ELIZ HOSP & CLINIC	E 100-420-42200-305 Medical/physical fees	\$196.00	HEP B IMMUNIZATIONS
Fire Protection	HBC	E 100-420-42200-321 Telephone	\$107.41	FIRE PHONE
Fire Protection	CLEARWAY COMMUNITY SOLAR LLC	E 100-420-42200-381 Electric/Gas Utility	\$158.63	FIRE DEPARTMENT SOLAR
Fire Protection	XCEL ENERGY	E 100-420-42200-381 Electric/Gas Utility	\$150.82	FIRE HALL
Fire Protection	XCEL ENERGY	E 100-420-42200-381 Electric/Gas Utility	\$8.45	FIRE SIREN
Fire Protection	WABASHA RUBBISH REMOVAL	E 100-420-42200-384 Refuse Disposal	\$152.10	AMBULANCE & FIRE HALL DUMPSTER
Fire Protection			<u>\$2,269.32</u>	
General Govt Bldg City Hall				
General Govt Bldg City Hall	HARTERT S STORE INC	E 100-410-41900-223 Building Maint/Repair Supplies	\$650.00	CITY HALL ROTO ROOT
General Govt Bldg City Hall	WABASHA COUNTY D. A. C.	E 100-410-41900-313 Cleaning Services	\$376.50	CLEANING SERVICES
General Govt Bldg City Hall	CLEARWAY COMMUNITY SOLAR LLC	E 100-410-41900-381 Electric/Gas Utility	\$525.22	CITY HALL SOLAR
General Govt Bldg City Hall	WABASHA RUBBISH REMOVAL	E 100-410-41900-384 Refuse Disposal	\$93.60	CITY HALL DUMPSTER

PROG Descr	Search Name	Account Descr	Amount	Comments
General Govt Bldg City Hall	U S POSTAL SERVICE	E 100-410-41900-418 P.O.Box Rent/Safe Deposit Box	\$188.00	BOX RENT #268
General Govt Bldg City Hall	PLAID PRODUCTIONS	E 100-410-41900-560 Furniture and Fixtures	\$338.23	52 X 100 WABASHA CANVAS COUNCIL
General Govt Bldg City Hall			<u>\$2,171.55</u>	
Independent Accounting/Audit				
Independent Accounting/A	ABDO ABDO EICK & MEYERS LLP	E 100-410-41700-301 Auditing and Accounting Serv.	\$2,610.00	FS AUDITING
Independent Accounting/A	DAVID DROWN ASSOCIATES	E 100-410-41700-317 Consultant Fees	\$5,874.20	TIF CREATION
Independent Accounting/Audit			<u>\$8,484.20</u>	
IT Department				
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312 Computer Support	\$259.45	AGREEMENT CLOUD BACKUP
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312 Computer Support	\$42.00	FIREWALL PROTECTION
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312 Computer Support	\$1,192.00	EXPANDED BUSINESS AGREEMENT
IT Department	ON-SITE COMPUTERS INC	E 100-410-41920-312 Computer Support	\$82.00	MICROSOFT 365
IT Department	HBC	E 100-410-41920-320 Internet/Website Service	\$1,230.74	INTERNET
IT Department	VISION DESIGN GROUP INC	E 100-410-41920-320 Internet/Website Service	\$30.00	DMARC RECORDS TO DNS FOR MICROSO
IT Department			<u>\$2,836.19</u>	
Legal				
Legal	WABASHA COUNTY	E 100-410-41800-304 Legal Fees	\$2,000.00	LEGAL SERVICES MAY
Legal	FLAHERTY & HOOD, P.A.	E 100-410-41800-304 Legal Fees	\$332.50	GENERAL MUNICIPAL MATTERS
Legal			<u>\$2,332.50</u>	
Library				
Library	HBC	E 211-471-47100-321 Telephone	\$98.65	LIBRARY PHONE
Library			<u>\$98.65</u>	
Miscellaneous				
Miscellaneous	XCEL ENERGY	E 100-490-45400-450 Food Share Expenses	\$254.39	142 2ND ST W
Miscellaneous	VISA	E 502-490-45400-478 Reception Center	\$3,898.21	HOME DEPOT X
Miscellaneous			<u>\$4,152.60</u>	
Planning & Community Developme				
Planning & Community De	BOLTON AND MENK INC	E 100-420-42300-311 Contractor Fees	\$3,698.50	PLANNING AND ZONING
Planning & Community De	WABASHA COUNTY RECORDER	E 100-420-42300-316 Recorder Fees	\$46.00	A355773/RESOLUTION
Planning & Community De	WABASHA COUNTY RECORDER	E 100-420-42300-316 Recorder Fees	\$46.00	A355774/RESOLUTION
Planning & Community De	VALLEY PUBLICATIONS, INC	E 100-420-42300-351 Legal Notice Publishing	\$71.40	KELLER- BARTMAN
Planning & Community De	VALLEY PUBLICATIONS, INC	E 100-420-42300-351 Legal Notice Publishing	\$71.40	EAGLES BASIN
Planning & Community De	SCHMOKER CONSTRUCTION	E 350-410-42300-311 Contractor Fees	\$68,060.00	PROGRESS BILLING #2
Planning & Community De	BOLTON AND MENK INC	E 350-410-42300-311 Contractor Fees	\$2,379.00	ATHLETIC FIELD RELOCATION
Planning & Community De	POLY LOCK	E 350-410-42300-311 Contractor Fees	\$1,573.00	ATHLETIC FIELD KEYS
Planning & Community De	EGAN	E 350-410-42300-311 Contractor Fees	\$2,072.00	TRAIL POLES ATHLETIC PARK RELOCATI
Planning & Community De	TEXTEIJL	E 350-410-42300-311 Contractor Fees	\$130.00	ATHLETIC FIELD SIGNAGE

PROG Descr	Search Name	Account Descr	Amount	Comments
Planning & Community Developme			\$78,147.30	
Police Protection				
Police Protection	WABASHA COUNTY	E 100-420-42100-212 Motor Fuels	\$1,645.11	POLICE GAS
Police Protection	NORTHLAND & COMPANIES	E 100-420-42100-219 General Supplies	\$54.00	GETAC WIRELESS MIC
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221 Equipment Maintenance/Parts	\$57.50	OIL AND FILTERS
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221 Equipment Maintenance/Parts	\$362.03	BRAKE PARTS
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221 Equipment Maintenance/Parts	\$8.79	POWEROUT
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221 Equipment Maintenance/Parts	\$38.60	OIL & FILTERS
Police Protection	DICK S AUTO PARTS	E 100-420-42100-221 Equipment Maintenance/Parts	\$32.68	OIL
Police Protection	VISA	E 100-420-42100-221 Equipment Maintenance/Parts	\$121.78	CUSTOM FIT FLOOR MATS
Police Protection	VERIZON WIRELESS	E 100-420-42100-321 Telephone	\$160.12	MOBILE INTERNET SERVICES
Police Protection	WABASHA COUNTY	E 100-420-42100-412 Building Rent	\$1,050.00	CJC RENT JUNE
Police Protection	STREICHER S	E 100-420-42100-581 Uniforms	\$230.97	UNIFORMS
Police Protection	VISA	E 100-420-42100-581 Uniforms	\$124.95	TACTICAL COMPRESSION T SHIRT
Police Protection			\$3,886.53	
Pool				
Pool	TRAVIS MYERS	E 100-450-45300-207 Training & instructional suppl	\$7.50	REFUND OF OVERPAYMENT FOR SWIM L
Pool	HAWKINS, INC	E 100-450-45300-216 Chemical and Chemical Products	\$1,168.68	CHEMICALS
Pool	VISA	E 100-450-45300-219 General Supplies	\$11.11	WARNING SIGNS X
Pool	SHERWINN WILLIAMS	E 100-450-45300-221 Equipment Maintenance/Parts	\$2,504.95	POOL PAINT
Pool	HBC	E 100-450-45300-321 Telephone	\$25.62	POOL PHONE SERVICES
Pool	CLEARWAY COMMUNITY SOLAR LLC	E 100-450-45300-381 Electric/Gas Utility	\$528.83	POOL SOLAR
Pool	LESLIES POOLMART INC	E 100-450-45300-542 Pool Improvements	\$2,673.32	AQUA SEAL
Pool	VISA	E 100-450-45300-542 Pool Improvements	\$808.99	DEMAND WATER SOFTNER X
Pool			\$7,729.00	
Public Works				
Public Works	WABASHA COUNTY	E 100-430-43100-212 Motor Fuels	\$399.70	PUBLIC WORKS DIESEL
Public Works	WABASHA COUNTY	E 100-430-43100-212 Motor Fuels	\$564.80	PUBLIC WORKS GAS
Public Works	HILLS HARDWARE HANK	E 100-430-43100-219 General Supplies	\$1,239.50	MISC SUPPLIES
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219 General Supplies	\$35.40	WATER SERVICES
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219 General Supplies	\$14.98	WATER SERVICES
Public Works	VISA	E 100-430-43100-219 General Supplies	\$96.95	REMOTE GARAGE DOOR OPENER X
Public Works	MOTOR PARTS & EQUIPMENT	E 100-430-43100-221 Equipment Maintenance/Parts	\$25.00	POWER STEERING CAP
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$4.56	THREAD LOCK
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$12.59	OIL FILTER WREN
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$325.12	BATTERIES
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$92.55	LUBE, SEAFOAM AND SHOP TOWELS
Public Works	DICK S AUTO PARTS	E 100-430-43100-221 Equipment Maintenance/Parts	\$3.39	SPARK PLUG COVER
Public Works	JESSES AUTOMOTIVE LLC	E 100-430-43100-221 Equipment Maintenance/Parts	\$132.16	MOUNT & BALANCE TIRES

PROG Descr	Search Name	Account Descr	Amount	Comments
Public Works	DAHL AUTOMOTIVE	E 100-430-43100-221 Equipment Maintenance/Parts	\$1,717.10	21 CHEVY
Public Works	JOHN DEERE FINANCIAL	E 100-430-43100-221 Equipment Maintenance/Parts	\$295.20	OIL FILTER & MISC PARTS
Public Works	VISA	E 100-430-43100-221 Equipment Maintenance/Parts	\$62.54	RADIATOR HOSE X
Public Works	DUNN BLACKTOP COMPANY	E 100-430-43100-224 Street Maintenance Materials	\$1,340.45	COLD MIX
Public Works	VISA	E 100-430-43100-240 Small Tools and Minor Equip.	\$47.94	AMAZON ORDER X
Public Works	VISA	E 100-430-43100-308 Continuing Ed	\$310.81	FOOD, STAY & FUEL X
Public Works	VISA	E 100-430-43100-308 Continuing Ed	\$475.02	STAY FOR TRAINING X
Public Works	HBC	E 100-430-43100-321 Telephone	\$0.95	PUBLIC WORKS
Public Works	HBC	E 100-430-43100-321 Telephone	\$90.13	PUBLIC WORKS PHONE
Public Works	VERIZON WIRELESS	E 100-430-43100-321 Telephone	\$40.05	MOBILE INTERNET SERVICES - PUBLIC
Public Works	VALLEY PUBLICATIONS, INC	E 100-430-43100-351 Legal Notice Publishing	\$244.80	STREET IMPROVMENTS HEARING
Public Works	VALLEY PUBLICATIONS, INC	E 100-430-43100-351 Legal Notice Publishing	\$75.00	PUBLIC WORKS ASSISTANT
Public Works	CLEARWAY COMMUNITY SOLAR LLC	E 100-430-43100-381 Electric/Gas Utility	\$219.09	PUBLIC WORKS SOLAR
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$94.41	700 10TH ST W
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$16.23	PARK ELECTRICAL
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$24.92	SIGNS
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$40.17	ATHLETIC FIELD
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$13.08	PARKING LOT POWER
Public Works	XCEL ENERGY	E 100-430-43100-381 Electric/Gas Utility	\$139.92	CAMPGROUND
Public Works	XCEL ENERGY	E 100-430-43100-382 Street Lights	\$231.35	STREET LIGHTS
Public Works	XCEL ENERGY	E 100-430-43100-382 Street Lights	\$3,943.31	STREET LIGHTS
Public Works	WABASHA RUBBISH REMOVAL	E 100-430-43100-384 Refuse Disposal	\$292.50	PUBLIC WORKS DUMPSTER
Public Works	WABASHA RUBBISH REMOVAL	E 100-430-43100-384 Refuse Disposal	\$58.50	IKES PARK DUMPSTER
Public Works	WABASHA RUBBISH REMOVAL	E 100-430-43100-384 Refuse Disposal	\$142.68	BEACH PARK DUMPSTER
Public Works	PATRICK GLAZE	E 100-430-43100-385 Clean-Up Day Expense	\$465.00	2024 SPRING CLEAN UP
Public Works	COMPASS MINERALS	E 100-430-43100-386 Snow Removal	\$2,587.73	BULK COURSE HIGHWAY
Public Works	GERKEN S INC	E 100-430-43100-527 PARK MAINTENANCE	\$30.00	BAGGED - RYE
Public Works	INTERSTATE BUILDING & SUPPLY	E 100-430-43100-527 PARK MAINTENANCE	\$24.16	OSB 4 X 8 -15/32"
Public Works	INTERSTATE BUILDING & SUPPLY	E 100-430-43100-527 PARK MAINTENANCE	\$30.98	WEJ-IT ANCHORS& WOOD GRIP
Public Works	BEE FOREST LLC	E 100-430-43100-527 PARK MAINTENANCE	\$300.00	HARDWOOD MULCH CHIPS
Public Works	TIM ADAMS	E 100-430-43100-527 PARK MAINTENANCE	\$2,000.00	DOCK INSTALLATION
Public Works	EARL F ANDERSEN INC.	E 100-430-43100-527 PARK MAINTENANCE	\$213.95	BALLFIELD SIGNS
Public Works	WHITE CAP, L.P.	E 100-430-43100-527 PARK MAINTENANCE	\$665.96	48" COLUMN FORM
Public Works	BEE FOREST LLC	E 100-430-43100-527 PARK MAINTENANCE	\$200.00	HARD WOOD CHIPS
Public Works	VISA	E 100-430-43100-527 PARK MAINTENANCE	\$435.61	MISC FENCING AND LOCK SUPPLIES X
Public Works	VISA	E 100-430-43100-527 PARK MAINTENANCE	\$106.27	FENCE TENSION TOOL X
Public Works	EARL F ANDERSEN INC.	E 100-430-43100-583 Signs	\$140.95	PEMBROKE & PROSPECT SIGNS
Public Works	BOLTON AND MENK INC	E 389-430-43100-303 Engineering Fees	\$53,606.50	2023 STREET & UTILITY PROJECT
Public Works	BOLTON AND MENK INC	E 501-430-43100-500 CAPITAL OUTLAY	\$14,242.50	2024 STREET IMPROVEMENTS

Public Works

\$87,912.46

Sewer Department

PROG Descr	Search Name	Account Descr	Amount	Comments
Sewer Department	WABASHA COUNTY D. A. C.	E 810-500-49449-311 Contractor Fees	\$41.90	APRIL WATER BILLS
Sewer Department	HBC	E 810-500-49449-321 Telephone	\$45.60	UTILITIS
Sewer Department	HBC	E 810-500-49449-321 Telephone	\$103.36	WASTEWATER PHONE
Sewer Department	CLEARWAY COMMUNITY SOLAR LLC	E 810-500-49449-381 Electric/Gas Utility	\$6,070.63	UTILITIES SOLAR
Sewer Department	XCEL ENERGY	E 810-500-49449-381 Electric/Gas Utility	\$54.14	SEWEGE LIFT STATION
Sewer Department			<u>\$6,315.63</u>	
Water Department				
Water Department	GUNDERSEN ST ELIZ HOSP & CLINIC	E 800-500-49000-305 Medical/physical fees	\$196.00	HEP B IMMUNIZATIONS
Water Department	WABASHA COUNTY D. A. C.	E 800-500-49000-311 Contractor Fees	\$41.82	APRIL WATER BILLS
Water Department	VERIZON WIRELESS	E 800-500-49000-321 Telephone	\$40.05	MOBILE INTERNET SERVICES - UTILITIE
Water Department	CLEARWAY COMMUNITY SOLAR LLC	E 800-500-49000-381 Electric/Gas Utility	\$2,327.23	UTILITIES SOLAR
Water Department	XCEL ENERGY	E 800-500-49000-381 Electric/Gas Utility	\$123.89	UT LIFT STATION
Water Department	XCEL ENERGY	E 800-500-49000-381 Electric/Gas Utility	\$4.59	DUGAN LIFT STATION
Water Department	GOPHER STATE ONE CALL	E 800-500-49000-407 Gopher State One-Call	\$78.30	58 BILLABLE TICKETS
Water Department			<u>\$2,811.88</u>	
			<u>\$234,240.15</u>	

City Council Regular

8. 5.

Meeting Date: 06/04/2024

ITEM TITLE: Chamber Liquor License and Gambling permit for Riverboat days

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The Chamber has applied for a temporary Liquor License for July 26th - July 27th for Heritage Park and the Athletic Field. They have also applied for a gambling permit for Bingo and Raffles.

ACTION REQUIRED:

motion to approve temporary Liquor License and Gambling Permit Application.

City Council Regular

8. 6.

Meeting Date: 06/04/2024

ITEM TITLE: Approve Revisions to Ambulance Positions, add part-time EMT, and extend offers

DEPARTMENT: Ambulance

PURPOSE:

Ambulance Positions

ITEM SUMMARY:

The ambulance service has been without a full and part-time position for 2 months. Council approved filling these jobs at the May meeting. At this time, Director Marking received 3 applications, 1 for the full-time position and 2 for the part-time position. With these positions being open as well as other circumstances outside of the ambulance control, has lead to multiple other members having to be away from the ambulance service. This has caused increased strain on the paid on call staff as well as full-time staff and is leading to burnout and increased overtime. The number of transfer turn downs has also increased, which is a loss of revenue.

The interview committee interviewed candidates on May 30th and would recommend the 3 candidates for hire pending council approval and successful background check. Below would be their starting pay. No offers have been extended as any offers are contingent on council approving the changes.

Full-Time - Would start at Grade 1 Step 1 until they obtain their paramedic certification, then they would go to Grade 3 Step 1

Part-Time - Would start at Grade 1 Step 1 and Grade 1 Step 2 respectively.

COMMITTEE RECOMMENDATION:

The Ambulance Commission approved changing the job descriptions at their May 21st, 2024 meeting.

- Full-Time - Current EMT license with the ability to obtain Paramedic certification within 6 months of hire
- Part-Time - EMT license with Paramedic license preferred.

The Ambulance Commission also recommended that if the interview committee feels all 3 candidates are suitable, that job offers should be extended. Currently, there is only 1 part-time position open but the Ambulance Commission feels strongly that we should add another part-time position to help alleviate some overtime and burn out of current staff.

STAFF RECOMMENDATION:

Director Marking feels that the applicants are suitable to recommend these changes to both the job descriptions and adding the additional part-time position. Director Marking feels that with the busy summer season coming up, the increased call volume overall, and volunteerism nationwide declining, filling these positions and adding the additional position are paramount and will be beneficial for the long term success of the ambulance service. Director Marking also recommends approving the hiring of the candidates that the interview panel recommends pending a successful background check so the new hires can start their onboarding process in June instead of waiting for the July Council Meeting.

ACTION REQUIRED:

Approve job description changes and the hiring of candidates recommended by the interview panel pending a successful background check. This would be at the grade and step outlined in the agenda summary. If approved on consent, this would also adopt Ambulance Commission's recommendation of hiring an additional part-time person. We anticipate another part-time position to be doable within the anticipated revenues for the year.

City Council Regular

8. 7.

Meeting Date: 06/04/2024

ITEM TITLE: MN DEED Redevelopment Grant Application Resolutions

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

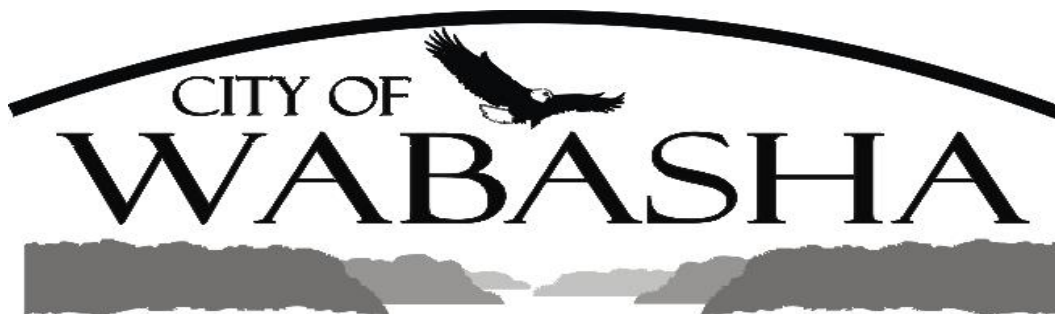
MN DEED's Redevelopment Grant Application is being submitted for the upcoming housing project. This will cover 50% of the proposed demolition and site infrastructure costs. Current estimates are total project costs to be \$200,000 for demolition and public infrastructure, and request approximately \$100,000. By obtaining additional grant, this would allow some flexibility in available TIF as well, for example if additional funds are needed to cover the costs of burying the electrical. The application is due August 1st which is why staff are applying ahead of knowing the outcome of the grant. This application requires resolutions from the city for the grant. We are asking for Port recommendation to move forward to Council, the source of match would be TIF which the City has already approved.

1. Resolution 1: Municipality Approving the Application
2. Resolution 2: Committing the Local Match and Authorizing Contract Signature

ACTION REQUIRED:

Approval of MN DEED's Redevelopment Grant Application resolutions

Attachments



SUBMITTED AFTER JUNE 18, 2024

RESOLUTION # 20-2024 - Municipality Approving the Application

BE IT RESOLVED that the City of Wabasha, has approved the Redevelopment Grant application submitted to the Department of Employment and Economic Development (DEED) on August 1, 2024, by the City of Wabasha for the 128 2nd Street West, Wabasha, MN site.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the Clerk, are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Pursuant to Minn. Stat. § 412.201, Statutory Cities must authorize both the Mayor and Clerk to execute all contracts, whereas Home Rule Charter Cities or other public entities may differ.

I CERTIFY THAT the above resolution was adopted by the City Council, of the City of Wabasha, on June 18, 2024.

SIGNED: Mayor Emily Durand

WITNESSED: Wendy S Busch, City Clerk

_____(Signature)

_____(Signature)

_____(Title & Date)

_____(Title & Date)



SUBMITTED AFTER JUNE 18, 2024

RESOLUTION # 21-2024 - Committing Local Match and Authorizing Contract Signature

BE IT RESOLVED that City of Wabasha, act as the legal sponsor for project(s) contained in the Redevelopment Grant Program application to be submitted on August 1, 2024, and that City Administrator is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Wabasha.

BE IT FURTHER RESOLVED that the City of Wabasha has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the City of Wabasha has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Wabasha may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the City of Wabasha certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the Clerk, are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Pursuant to Minn. Stat. § 412.201, Statutory Cities must authorize both the Mayor and Clerk to execute all contracts, whereas Home Rule Charter Cities or other public entities may differ.

I CERTIFY THAT the above resolution was adopted by the City Council, of the City of Wabasha, on June 18, 2024.

SIGNED: (Authorized Official)

_____ (Signature)

_____ (Title & Date)

WITNESSED:

_____ (Signature)

_____ (Title & Date)

VIII. Conflict of Interest Disclosure Form

This form gives applicants and grantees an opportunity to disclose any actual or potential conflicts of interest that may exist when receiving a grant. It is the applicant/grantee's obligation to be familiar with the Office of Grants Management (OGM) [Grants Policy 08-01 Conflict of Interest Policy for State Grant-Making effective date 1/1/22](#) and to disclose any conflicts of interest accordingly.

All grant applicants must complete and sign a conflict of interest disclosure form.

☐ I or my grant organization do NOT have an ACTUAL or POTENTIAL conflict of interest.

If at any time after submission of this form, I or my grant organization discover any conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

☐ I or my grant organization have an ACTUAL or POTENTIAL conflict of interest. (*Please describe below*):

If at any time after submission of this form, I or my grant organization discover any additional conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

Printed name: Click or tap here to enter text.

Signature: _____

Organization: Click or tap here to enter text.

Date: Click or tap here to enter text.

City Council Regular

8. 8.

Meeting Date: 06/04/2024

ITEM TITLE: Resolution Authorizing Execution of Agreement

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Wabasha Police Department is looking to be the lead Financial Administrator for the Towards Zero Death Program. The responsibility of the Financial Administrator will be to take care of the distribution of the funds to each City within Wabasha County. This grant agreement would run from October 1, 2024, through September 30, 2025.

ACTION REQUIRED:

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

Attachments

Resolution

City of Wabasha, Minnesota

City Council Resolution

Wabasha Police Department

Resolution Authorizing Execution of Agreement

Be it resolved that the Wabasha Police Department enter into a grant agreement with the Minnesota Department of Public Safety Office of Traffic Safety, for traffic safety enforcement projects during the period from October 1, 2024, through September 30, 2025.

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

I certify that the above resolution was adopted by the _____

(Executive Body-Mayor or City Clerk)

of _____ on _____

(Name of Lead)

(Date)

SIGNED:

WITNESSETH:

(Signature Mayor)

(Signature City Clerk)

(Title)

(Title)

(Date)

(Date)

City Council Regular

8. 9.

Meeting Date: 06/04/2024

ITEM TITLE: Athletic Complex Pay App #6

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review Athletic Complex Pay App # 6.

ACTION REQUIRED:

Approve Athletic Complex Pay App # 6.

Attachments

Athletic Complex Pay App #6



Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

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

May 24, 2024

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. 6 in the amount of \$29,157.21.

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.

DocuSigned by:

34000096AD454F2...

Brian Malm, PE
City Engineer

Enclosures

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.:	6	Application Date:	5/24/2024
Application Period:	From 11/18/2023	to	5/22/2024

1. Original Contract Price	\$	1,681,840.15
2. Net change by Change Orders	\$	23,244.35
3. Current Contract Price (Line 1 + Line 2)	\$	1,705,084.50
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	1,725,797.82
5. Retainage		
a. 5% X \$ 1,725,797.82 Work Completed	\$	86,289.89
b. X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	86,289.89
6. Amount eligible to date (Line 4 - Line 5.c)	\$	1,639,507.93
7. Less previous payments	\$	1,610,350.72
8. Amount due this application	\$	29,157.21

Contractor's Certification

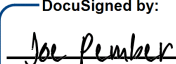
The undersigned Contractor certifies, to the best of its knowledge, the following:

(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.

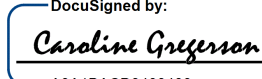
Contractor: Pember Companies

Signature:  **Date:** May 30, 2024
Name: Joe Pember **Title:** Senior Project Manager

Recommended by Landscape Architect

By: 
Name: Brian Malm, PE
Title: City Engineer
Date: May 29, 2024

Approved by Owner

By: 
Name: Caroline Gregerson
Title: City Administrator
Date: May 30, 2024

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.:		6	Application Period:		From	11/18/23	to	05/22/24	Application Date:		05/24/24	
A	B		C	D	E	F	F1	F2	G	H	I	J
Bid Item No.	Description	Item Quantity	Contract Information			Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	
			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	1.00	132,250.00	1.00	132,250.00		132,250.00
2	STORM DRAIN INLET PROTECTION	10.00	EA		200.00	2,000.00	2.00	400.00	2.00	400.00		400.00
3	SEDIMENT CONTROL LOG TYPE COMPOST, 12"	450.00	LF		8.00	3,600.00	300.00	2,400.00	300.00	2,400.00		2,400.00
4	SILT FENCE, TYPE MACHINE SLICED	1,900.00	LF		3.20	6,080.00	2,576.00	8,243.20	2,576.00	8,243.20		8,243.20
5	STABILIZED CONSTRUCTION EXIT	1.00	EA		3,000.00	3,000.00	1.00	3,000.00	1.00	3,000.00		3,000.00
6	CLEARING & GRUBBING	37.00	TREE		265.00	9,805.00	36.00	9,540.00	36.00	9,540.00		9,540.00
7	SAWING CONCRETE PAVEMENT (FULL DEPTH)	20.00	LF		20.00	400.00	-	-	-	-		-
8	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	80.00	LF		10.00	800.00	74.50	745.00	74.50	745.00		745.00
9	REMOVE CONCRETE PAVEMENT	10.00	SY		53.00	530.00	10.00	530.00	10.00	530.00		530.00
10	REMOVE BITUMINOUS PAVEMENT	1,200.00	SY		5.40	6,480.00	748.80	4,043.52	748.80	4,043.52		4,043.52
11	REMOVE GRAVEL PARKING LOT	2,300.00	SY		4.25	9,775.00	2,185.00	9,286.25	2,185.00	9,286.25		9,286.25
12	REMOVE SIGN	3.00	EA		160.00	480.00	3.00	480.00	3.00	480.00		480.00
13	REMOVE CONCRETE DRAINAGE STRUCTURE (DRIVEWAY	50.00	LF		10.60	530.00	50.00	530.00	50.00	530.00		530.00
14	REMOVE LIGHT POLE BASE & FOOTING	6.00	EA		380.00	2,280.00	6.00	2,280.00	6.00	2,280.00		2,280.00
15	REMOVE FENCE (WOOD POSTS AND CABLE)	1.00	LS		850.00	850.00	1.00	850.00	1.00	850.00		850.00
16	INSTALL SCOREBOARD	2.00	EA		4,500.00	9,000.00	2.00	9,000.00	2.00	9,000.00		9,000.00
17	INSTALL BATTING CAGE SYSTEM	1.00	EA		11,400.00	11,400.00	1.00	11,400.00	1.00	11,400.00		11,400.00
18	COMMON EXCAVATION (P) (EV)	7,500.00	CY		7.45	55,875.00	7,500.00	55,875.00	7,500.00	55,875.00		55,875.00
19	TOPSOIL STRIP AND RESPREAD (P)	8,400.00	CY		8.50	71,400.00	8,400.00	71,400.00	8,400.00	71,400.00		71,400.00
20	SAND SUBBASE (P)	2,120.00	CY		12.75	27,030.00	2,342.00	29,860.50	2,342.00	29,860.50		29,860.50
21	ORGANIC TOPSOIL BORROW (P)	26.00	CY		42.50	1,105.00	26.00	1,105.00	26.00	1,105.00		1,105.00
22	FILTER TOPSOIL BORROW (ENGINEERED SOIL MIX) (P)	85.00	CY		31.80	2,703.00	85.00	2,703.00	85.00	2,703.00		2,703.00
23	FINE FILTER AGGREGATE (P)	13.00	CY		53.00	689.00	13.00	689.00	13.00	689.00		689.00
24	COARSE FILTER AGGREGATE (P)	78.00	CY		53.00	4,134.00	78.00	4,134.00	78.00	4,134.00		4,134.00
25	CORPORATION STOP (WATER SERVICE)	1.00	EA		992.00	992.00	1.00	992.00	1.00	992.00		992.00
26	CURB STOP AND BOX (WATER SERVICE)	1.00	EA		915.00	915.00	2.00	1,830.00	2.00	1,830.00		1,830.00
27	2" COPPER SERVICE PIPE (WATER SERVICE)	75.00	LF		87.30	6,547.50	108.00	9,428.40	108.00	9,428.40		9,428.40
28	CONNECT TO EXISTING SANITARY MAIN (SANITARY)	1.00	EA		1,250.00	1,250.00	1.00	1,250.00	1.00	1,250.00		1,250.00
29	8" PVC PIPE SEWER (SDR 35) (SANITARY)	12.00	LF		87.20	1,046.40	6.40	558.08	6.40	558.08		558.08
30	4" PVC PIPE SEWER (SDR-26) (SANITARY)	130.00	LF		71.15	9,249.50	138.00	9,818.70	138.00	9,818.70		9,818.70
31	SANITARY CLEANOUT	2.00	EA		985.00	1,970.00	1.00	985.00	1.00	985.00		985.00
32	MANHOLE (SANITARY)	1.00	EA		5,360.00	5,360.00	1.00	5,360.00	1.00	5,360.00		5,360.00
33	CASTING ASSEMBLY (SANITARY MANHOLE)	1.00	EA		905.00	905.00	1.00	905.00	1.00	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	1,216.00	39,580.80		39,580.80
35	CONSTRUCT DRAINTILE CLEANOUT	10.00	EA		1,085.00	10,850.00	10.00	10,850.00	10.00	10,850.00		10,850.00
36	12" STORM PIPE (STORM)	1,100.00	LF		94.65	104,115.00	1,099.30	104,048.75	1,099.30	104,048.75		104,048.75
37	CONSTRUCT DRAINAGE STRUCTURE (4022, 48") (CATCH	9.00	EA		3,230.00	29,070.00	9.00	29,070.00	9.00	29,070.00		29,070.00
38	CONSTRUCT DRAINAGE STRUCTURE OVER EXISTING STORM	1.00	EA		8,520.00	8,520.00	1.00	8,520.00	1.00	8,520.00		8,520.00
39	CASTING ASSEMBLY (STORM)	10.00	EA		980.00	9,800.00	10.00	9,800.00	10.00	9,800.00		9,800.00
40	STABILIZED AGGREGATE BASE (CLASS 5 AGGREGATE) (P)	2,500.00	CY		21.20	53,000.00	2,500.00	53,000.00	2,500.00	53,000.00		53,000.00
41	PARKING LOT TYPE SP 9.5 WEARING COURSE MIXTURE	170.00	TON		134.65	22,890.50	177.40	23,886.91	177.40	23,886.91		23,886.91
42	PARKING LOT TYPE SP 9.5 NON-WEARING COURSE MIXTURE	170.00	TON		166.15	28,245.50	247.41	41,107.17	247.41	41,107.17		41,107.17

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.: 6		Application Period: From 11/18/23 to 05/22/24		Application Date: 05/24/24							
A	B	C	D	E	F	F1	F2	G	H	I	J
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) (\$)
		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) (\$)		
43	PARKING LOT BITUMINOUS MATERIAL FOR TACK COAT	150.00	GAL	5.55	832.50	50.00	277.50	50.00	277.50		277.50
44	BITUMINOUS PATCH	75.00	SY	83.40	6,255.00	55.20	4,603.68	55.20	4,603.68		4,603.68
45	BITUMINOUS TRAIL, 8' WIDE	470.00	SY	39.00	18,330.00	394.70	15,393.30	394.70	15,393.30		15,393.30
46	CONCRETE CURB AND GUTTER (B612)	370.00	LF	22.85	8,454.50	361.00	8,248.85	361.00	8,248.85		8,248.85
47	CONCRETE CURB AND GUTTER (B618)	25.00	LF	38.55	963.75	28.00	1,079.40	28.00	1,079.40		1,079.40
48	4 INCH CONCRETE WALK	5,680.00	SF	6.70	38,056.00	5,116.50	34,280.55	5,116.50	34,280.55		34,280.55
49	6 INCH CONCRETE WALK	4,465.00	SF	8.70	38,845.50	6,764.50	58,851.15	6,764.50	58,851.15		58,851.15
50	6 INCH CONCRETE PEDESTRIAN RAMP	240.00	SF	10.75	2,580.00	309.00	3,321.75	309.00	3,321.75		3,321.75
51	TRUNCATED DOMES	51.00	SF	50.20	2,560.20	60.00	3,012.00	60.00	3,012.00		3,012.00
52	6 INCH REINFORCED HOCKEY RINK CONCRETE	261.00	CY	737.00	192,357.00	267.00	196,779.00	267.00	196,779.00		196,779.00
53	HOCKEY RINK SLAB REINFORCING	6,440.00	LBS	3.10	19,964.00	5,729.00	17,759.90	5,729.00	17,759.90		17,759.90
54	4 INCH CONCRETE MAINTENANCE STRIP (18" WIDTH)	745.00	LF	42.35	31,550.75	192.00	8,131.20	192.00	8,131.20		8,131.20
55	SIGN TYPE C (HANDICAP PARKING AND ACCESS AISLE SIGNS)	3.00	EA	91.00	273.00	2.00	182.00	2.00	182.00		182.00
56	SIGN POST	3.00	EA	318.50	955.50	-	-	-	-		-
57	PAVT MSSG - WHITE PAINT (HANDICAP SYMBOL)	2.00	EA	63.65	127.30	2.00	127.30	2.00	127.30		127.30
58	4 INCH SOLID LINE WHITE PAINT (PARKING LOT)	1,500.00	LF	1.80	2,700.00	1,421.00	2,557.80	1,421.00	2,557.80		2,557.80
59	TURF ESTABLISHMENT - SPORTS FIELD SEED MIX	600.00	LBS	3.50	2,100.00	300.00	1,050.00	300.00	1,050.00		1,050.00
60	TURF ESTABLISHMENT - 25-151-HIGH MAINTENANCE TURF	720.00	LBS	3.50	2,520.00	360.00	1,260.00	360.00	1,260.00		1,260.00
61	TURF ESTABLISHMENT-25-131-LOW MAINTENANCE TURF	45.00	LBS	3.50	157.50	22.50	78.75	22.50	78.75		78.75
62	HYDRAULIC MATRIX, TYPE MULCH	6.00	ACRE	10,000.00	60,000.00	6.00	60,000.00	6.00	60,000.00		60,000.00
63	ROLLED EROSION PREVENTION PRODUCT, CATEGORY 20	200.00	SY	3.20	640.00	-	-	-	-		-
64	MODULAR BLOCK RETAINING WALL	90.00	SF	119.00	10,710.00	90.00	10,710.00	90.00	10,710.00		10,710.00
65	BASKETBALL HOOP	2.00	EA	6,310.00	12,620.00	2.00	12,620.00	2.00	12,620.00		12,620.00
66	BASKETBALL COURT PAINT LINES	610.00	LF	1.55	945.50	-	-	-	-		-
67	HOCKEY RINK DASHER BOARDS	1.00	LS	129,000.00	129,000.00	1.00	129,000.00	1.00	129,000.00		129,000.00
68	ELECTRICAL SERVICE/CONTROL CABINET	1.00	LS	10,235.00	10,235.00	0.80	8,188.00	0.80	8,188.00		8,188.00
69	RECEPTACLE STANCHION	2.00	EA	1,285.00	2,570.00	2.00	2,570.00	2.00	2,570.00		2,570.00
70	3/4" NON-METALLIC CONDUIT, SCH 40	115.00	LF	3.15	362.25	150.00	472.50	150.00	472.50		472.50
71	1" NON-METALLIC CONDUIT, SCH 40	752.00	LF	3.60	2,707.20	710.00	2,556.00	710.00	2,556.00		2,556.00
72	1-1/4" NON-METALLIC CONDUIT, SCH 40	635.00	LF	4.50	2,857.50	580.00	2,610.00	580.00	2,610.00		2,610.00
73	2" NON-METALLIC CONDUIT, SCH 40	356.00	LF	6.90	2,456.40	332.00	2,290.80	332.00	2,290.80		2,290.80
74	UNDERGROUND WIRE 1 C#3/0 AWG	820.00	LF	6.00	4,920.00	656.00	3,936.00	656.00	3,936.00		3,936.00
75	UNDERGROUND WIRE 1 C#10 AWG	1,876.00	LF	0.90	1,688.40	1,500.00	1,350.00	1,500.00	1,350.00		1,350.00
76	UNDERGROUND WIRE 1 C#4 AWG	2,555.00	LF	2.35	6,004.25	2,044.00	4,803.40	2,044.00	4,803.40		4,803.40
77	HANDHOLE	3.00	EA	1,120.00	3,360.00	3.00	3,360.00	3.00	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	2.00	10,750.00	2.00	10,750.00		10,750.00
79	LIGHT FOUNDATION TYPE A (FUTURE TRAIL LIGHTING)	4.00	EA	1,035.00	4,140.00	4.00	4,140.00	4.00	4,140.00		4,140.00
80	SCOREBOARD ELECTRICAL	2.00	EA	815.00	1,630.00	1.60	1,304.00	2.00	1,630.00		1,630.00
81	BASES, HOME PLATE, AND PITCHING RUBBER	2.00	EA	2,645.00	5,290.00	1.50	3,967.50	2.00	5,290.00		5,290.00
82	AGLIME SURFACING (P)	835.00	TON	74.25	61,998.75	835.00	61,998.75	835.00	61,998.75		61,998.75
83	18' HT. GALVANIZED CHAIN LINK FENCE - BACKSTOP	150.00	LF	270.40	40,560.00	152.00	41,100.80	152.00	41,100.80		41,100.80
84	8' HT. GALVANIZED CHAIN LINK FENCE	40.00	LF	91.00	3,640.00	40.00	3,640.00	40.00	3,640.00		3,640.00
85	SPECTATOR BLEACHER PADS (CV)	24.00	CY	36.10	866.40	24.00	866.40	24.00	866.40		866.40

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.:	
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Contract:			

Application No.:	6	Application Period:	From	11/18/23	to	05/22/24	Application Date:	05/24/24
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A	B	C	D	E	F	F1	F2	G	H	I	J
Bid Item No.	Description	Item Quantity	Contract Information			Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)
			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) (\$)		
86	SPORT COURT TYPE SP 9.5 WEAR COURSE MIXTURE	1,190.00	SY	13.10	15,589.00	-	-	-	-		-
87	SPORT COURT TYPE SP 9.5 BINDER COURSE MIXTURE	1,190.00	SY	18.90	22,491.00	-	-	-	-		-
88	SPORT COURT BITUMINOUS MATERIAL FOR TACK COAT	120.00	GAL	5.55	666.00	-	-	-	-		-
89	ACRYLIC SPORT COURT SURFACING INCLUDING COURT	1,190.00	SY	15.90	18,921.00	-	-	1,190.00	18,921.00		18,921.00
90	PICKLEBALL NET AND POST SYSTEM	2.00	EA	3,345.00	6,690.00	1.50	5,017.50	2.00	6,690.00		6,690.00
91	TENNIS NET AND POST SYSTEM	1.00	EA	3,730.00	3,730.00	0.70	2,611.00	1.00	3,730.00		3,730.00
92	10' HT. GALVANIZED CHAIN LINK FENCE (TENNIS ENDS)	152.00	LF	112.70	17,130.40	152.00	17,130.40	152.00	17,130.40		17,130.40
93	6' HT. GALVANIZED CHAIN LINK FENCE (TENNIS SIDES +	320.00	LF	53.05	16,976.00	204.00	10,822.20	320.00	16,976.00		16,976.00
94	4' HT. GALVANIZED CHAIN LINK FENCE (PICKLEBALL EAST	50.00	LF	58.85	2,942.50	61.00	3,589.85	81.00	4,766.85		4,766.85
95	6' HT. GALVANIZED CHAIN LINK FENCE SINGLE GATE, 4' WIDE	2.00	EA	482.50	965.00	2.00	965.00	2.00	965.00		965.00
96	6' HT. GALVANIZED CHAIN LINK FENCE DOUBLE GATE, 10'	1.00	EA	1,115.00	1,115.00	1.00	1,115.00	1.00	1,115.00		1,115.00
97	4' HT. GALVANIZED CHAIN LINK FENCE DOUBLE GATE, 10'	1.00	EA	865.00	865.00	1.00	865.00	1.00	865.00		865.00
98	POST TENSION CONCRETE	10,575.00	SF	14.25	150,693.75	10,684.40	152,252.70	10,684.40	152,252.70		152,252.70
99	SPORT COURT TYPE SP 9.5 WEAR COURSE MIXTURE	(1,190.00)	SY	13.05	(15,529.50)	-	-	-	-		-
100	SPORT COURT TYPE SP 9.5 BINDER COURSE MIXTURE	(1,190.00)	SY	18.85	(22,431.50)	-	-	-	-		-
101	BITUMINOUS MATERIAL FOR TACK COAT (CREDIT)	(120.00)	GAL	5.55	(666.00)	-	-	-	-		-
102	12 INCH CONCRETE MAINTENANCE STRIP (18" WIDTH)	545.00	LF	45.00	24,525.00	553.00	24,885.00	553.00	24,885.00		24,885.00
103	4 INCH CONCRETE MAINTENANCE STRIP (18" WIDTH)(CREDIT)	(545.00)	LF	38.85	(21,173.25)	-	-	-	-		-
104	HOCKEY RINK LIGHT POLE FOUNDATION	2.00	EA	2,740.00	5,480.00	2.00	5,480.00	2.00	5,480.00		5,480.00
105	HOCKEY RINK LIGHT POLE AND FIXTURES	2.00	EA	220.60	441.20	2.00	441.20	2.00	441.20		441.20
106	1" NON-METALLIC CONDUIT, SCH 40	290.00	LF	3.55	1,029.50	290.00	1,029.50	290.00	1,029.50		1,029.50
107	UNDERGROUND WIRE 1 C#8 AWG	1,110.00	LF	1.35	1,498.50	888.00	1,198.80	888.00	1,198.80		1,198.80
108	HANDHOLE	1.00	EA	1,120.00	1,120.00	1.00	1,120.00	1.00	1,120.00		1,120.00
		-	-	-	-		-		-		-
Original Contract Totals					\$ 1,681,840.15		\$ 1,669,486.71		\$ 1,700,178.51	\$ -	\$ 1,700,178.51

Change Orders											
CO1-1	BITUMINOUS TRAIL, 8' WIDE	413.00	SY	39.90	16,478.70	468.40	18,689.16	468.40	18,689.16		18,689.16
CO1-2	6 INCH CONCRETE PEDESTRIAN RAMP	48.00	SF	10.70	513.60	48.00	513.60	48.00	513.60		513.60
CO1-3	TRUNCATED DOMES	16.00	SF	50.14	802.24	16.00	802.24	16.00	802.24		802.24
CO1-4	REMOVE CURB AND GUTTER	11.00	LF	11.75	129.25	25.00	293.75	25.00	293.75		293.75
CO1-5	YARD HYDRANT CONNECTION AT HOCKEY RINK	1.00	LS	1,826.96	1,826.96	1.00	1,826.96	1.00	1,826.96		1,826.96
CO2-1	REWIRE CITY HALL ELECTRIAL SERVICES	1.00	LS	3,493.60	3,493.60	1.00	3,493.60	1.00	3,493.60		3,493.60
Change Order Totals					\$ 23,244.35		\$ 25,619.31		\$ 25,619.31	\$ -	\$ 25,619.31

Original Contract and Change Orders											
Project Totals					\$ 1,705,084.50		\$ 1,695,106.02		\$ 1,725,797.82	\$ -	\$ 1,725,797.82

City Council Regular

8. 10.

Meeting Date: 06/04/2024

ITEM TITLE: 2023 Street Project Pay App #8

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review 2023 Street Project Pay App 8.

ACTION REQUIRED:

Approve 2023 Street Project Pay App 8.

Attachments

Street Project Pay Application #8



Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

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

May 29, 2024

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

RE: 2023 Street & Utility Improvements
City of Wabasha, MN
Project No.: OH1.120756
SAP No. 079-658-004 & 079-665-002

Dear Ryan:

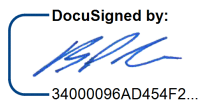
Enclosed is Contractor's Estimate No. 8 in the amount of \$414,545.49.

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.

DocuSigned by:

34000096AD454F2...

Brian Malm, PE
City Engineer

Enclosures

Contractor's Application for Payment

Owner:	CITY OF WABASHA		Owner's Project No.:	
Engineer:	BOLTON & MENK		Engineer's Project No.:	H19.120756
Contractor:	PEMBER COMPANIES		Agency's Project No.:	SAP 079-658-004 & 079-665-002
Project:	2023 STREET & UTILITY IMPROVEMENTS			
Contract:				
Application No.:	8	Application Date:	5/24/2024	
Application Period:	From	5/1/2024	to	5/23/2024

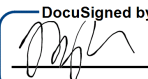
1. Original Contract Price	\$	6,012,787.85
2. Net change by Change Orders	\$	11,175.49
3. Current Contract Price (Line 1 + Line 2)	\$	6,023,963.34
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	3,388,925.71
5. Retainage		
a. 5% X \$ 3,227,248.73 Work Completed	\$	161,362.44
b. 5% X \$ 161,676.98 Stored Materials	\$	8,083.85
c. Total Retainage (Line 5.a + Line 5.b)	\$	169,446.29
6. Amount eligible to date (Line 4 - Line 5.c)	\$	3,219,479.42
7. Less previous payments	\$	2,804,933.93
8. Amount due this application	\$	414,545.49

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:** May 30, 2024

Name: Ryan Pember **Title:** Project Manager


Recommended by Engineer

By:  **Date:** May 29, 2024

Name: Brian Mann, PE

Title: City Engineer

Approved by Owner

By:  **Date:** May 30, 2024

Name: Caroline Gregerson

Title: City Administrator

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.: H19.120756				
Contractor: PEMBER COMPANIES								Contractor's Project No.:				
Project: 2023 STREET & UTILITY IMPROVEMENTS								Agency's Project No.: SAP 079-658-004 & 079-665-002				
Contract:												
Application No.: 8		Application Period:		From 05/01/24	to 05/23/24		Application Date: 05/24/24					
A	B	C	D	E	F	F1	F2	G	H	I	J	
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) (\$)	
		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	CONSTRUCTION ALLOWANCE	42,500.00	UNIT	1.00	42,500.00	13,590.19	13,590.19	13,590.19	13,590.19		13,590.19	
2	MOBILIZATION	1.00	L S	203,685.00	203,685.00	0.70	142,579.50	0.70	142,579.50		142,579.50	
3	CLEARING	10.00	EACH	715.00	7,150.00	4.00	2,860.00	4.00	2,860.00		2,860.00	
4	GRUBBING	10.00	EACH	345.00	3,450.00	4.00	1,380.00	4.00	1,380.00		1,380.00	
5	REMOVE LIGHT FOUNDATION	71.00	EACH	565.00	40,115.00	43.00	24,295.00	43.00	24,295.00		24,295.00	
6	REMOVE SIGN	22.00	EACH	42.50	935.00	6.00	255.00	16.00	680.00		680.00	
7	SALVAGE LIGHTING UNIT	10.00	EACH	210.00	2,100.00	7.00	1,470.00	13.00	2,730.00		2,730.00	
8	SALVAGE SIGN	18.00	EACH	42.50	765.00	12.00	510.00	15.00	637.50		637.50	
9	SALVAGE BENCH	6.00	EACH	135.00	810.00	4.00	540.00	4.00	540.00		540.00	
10	SAWING CONCRETE PAVEMENT (FULL DEPTH)	869.00	L F	5.85	5,083.65	226.00	1,322.10	465.00	2,720.25		2,720.25	
11	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	2,213.00	L F	3.35	7,413.55	598.00	2,003.30	1,167.00	3,909.45		3,909.45	
12	REMOVE CURB AND GUTTER	7,515.00	L F	5.80	43,587.00	2,554.00	14,813.20	4,831.50	28,022.70		28,022.70	
13	REMOVE CONCRETE DRIVEWAY PAVEMENT	504.00	S Y	18.50	9,324.00	51.40	950.90	287.80	5,324.30		5,324.30	
14	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	83.00	S Y	11.00	913.00	-	-	75.80	833.80		833.80	
15	REMOVE BITUMINOUS PAVEMENT	19,752.00	S Y	5.55	109,623.60	12,473.40	69,227.37	20,497.50	113,761.13		113,761.13	
16	REMOVE CONCRETE WALK	45,462.00	S F	1.35	61,373.70	31,668.00	42,751.80	38,640.00	52,164.00		52,164.00	
17	REMOVE CONCRETE PAVEMENT WITH BITUMINOUS OVERLAY	2,197.00	S Y	12.90	28,341.30	1,742.40	22,476.96	1,873.50	24,168.15		24,168.15	
18	REMOVE BRICK PAVERS	1,013.00	S F	2.70	2,735.10	762.60	2,059.02	762.60	2,059.02		2,059.02	
19	EXCAVATION - COMMON	7,973.00	C Y	29.50	235,203.50	3,364.00	99,238.00	5,844.00	172,398.00		172,398.00	
20	EXCAVATION - SUBGRADE	877.00	C Y	25.00	21,925.00	-	-	-	-		-	
21	SELECT GRANULAR EMBANKMENT (CV)	877.00	C Y	25.00	21,925.00	-	-	-	-		-	
22	GEOTEXTILE FABRIC TYPE 9	1,975.00	S Y	3.50	6,912.50	-	-	-	-		-	
23	STREET SWEEPER (WITH PICKUP BROOM)	23.00	HOURL	150.00	3,450.00	10.00	1,500.00	10.00	1,500.00		1,500.00	
24	AGGREGATE BASE (CV) CLASS 5	6,779.00	C Y	31.50	213,538.50	2,495.60	78,611.40	4,233.60	133,358.40		133,358.40	
25	DRILL AND GROUT NO. 4 BARS (EPOXY COATED)	84.00	EACH	7.00	588.00	57.00	399.00	57.00	399.00		399.00	
26	TYPE SP 9.5 WEARING COURSE MIXTURE (3;C) 2.0" THICK	21,210.00	S Y	14.40	305,424.00	-	-	-	-		-	
27	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B) 2.5" THICK	290.00	S Y	29.50	8,555.00	-	-	-	-		-	
28	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B) 3.0" THICK	120.00	S Y	42.85	5,142.00	-	-	-	-		-	
29	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B) 4.0" THICK	31.00	S Y	67.00	2,077.00	-	-	-	-		-	
30	TYPE SP 12.5 WEARING COURSE MIXTURE (3;C) 2.0" THICK	21,210.00	S Y	15.70	332,997.00	8,021.60	125,939.12	8,021.60	125,939.12		125,939.12	
31	6" PVC PIPE DRAIN	4,885.00	L F	28.00	136,780.00	1,813.00	50,764.00	2,157.60	60,412.80		60,412.80	
32	6" PVC PIPE DRAIN CLEANOUT	17.00	EACH	615.00	10,455.00	4.00	2,460.00	7.00	4,305.00		4,305.00	
33	SUMP PUMP SERVICE CONNECTION	17.00	EACH	1,500.00	25,500.00	6.00	9,000.00	11.00	16,500.00		16,500.00	
34	CONNECT TO PIPE DRAIN	13.00	EACH	925.00	12,025.00	5.00	4,625.00	5.00	4,625.00		4,625.00	
35	CONNECT TO EXISTING STRUCTURE	1.00	EACH	500.00	500.00	-	-	-	-		-	
36	4" CONCRETE WALK	37,492.00	S F	6.65	249,321.80	19,232.00	127,892.80	19,232.00	127,892.80		127,892.80	
37	6" CONCRETE WALK	11,677.00	S F	8.75	102,173.75	4,488.70	39,276.13	4,488.70	39,276.13		39,276.13	
38	4" CONCRETE WALK - SPECIAL 1	1,152.00	S F	9.60	11,059.20	1,075.80	10,327.68	1,075.80	10,327.68		10,327.68	
39	6" CONCRETE WALK - SPECIAL 1	360.00	S F	13.70	4,932.00	1,628.20	22,306.34	1,628.20	22,306.34		22,306.34	
40	6" CONCRETE WALK - SPECIAL 2	1,630.00	S F	13.70	22,331.00	613.10	8,399.47	613.10	8,399.47		8,399.47	
41	CONCRETE CURB AND GUTTER DESIGN B624	8,482.00	L F	19.40	164,550.80	1,795.00	34,823.00	2,770.00	53,738.00		53,738.00	
42	CONCRETE CURB AND GUTTER DESIGN SPECIAL 1	52.00	L F	40.50	2,106.00	-	-	-	-		-	
43	CONCRETE CURB AND GUTTER DESIGN SPECIAL 2	616.00	L F	47.75	29,414.00	786.00	37,531.50	1,138.00	54,339.50		54,339.50	
44	CONCRETE CURB DESIGN V	555.00	L F	35.25	19,563.75	157.00	5,534.25	157.00	5,534.25		5,534.25	

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.: H19.120756					
Contractor: PEMBER COMPANIES						Contractor's Project No.:					
Project: 2023 STREET & UTILITY IMPROVEMENTS						Agency's Project No.: SAP 079-658-004 & 079-665-002					
Contract:											
Application No.: 8		Application Period:		From 05/01/24	to 05/23/24	Application Date: 05/24/24					
A	B	C	D	E	F	F1	F2	G	H	I	J
		Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)
Bid Item No.	Description	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) (\$)		
45	6" CONCRETE DRIVEWAY PAVEMENT	244.00	S Y	81.70	19,934.80	91.70	7,491.89	91.70	7,491.89		7,491.89
46	7" CONCRETE DRIVEWAY PAVEMENT	293.00	S Y	89.00	26,077.00	-	-	-	-		-
47	TRUNCATED DOMES	790.00	S F	56.50	44,635.00	295.00	16,667.50	295.00	16,667.50		16,667.50
48	TRAFFIC CONTROL	1.00	L S	63,000.00	63,000.00	0.40	25,200.00	0.70	44,100.00		44,100.00
49	ACCESS MANAGER	1.00	L S	8,400.00	8,400.00	0.30	2,520.00	0.70	5,880.00		5,880.00
50	INSTALL SIGN	32.00	EACH	530.00	16,960.00	17.00	9,010.00	17.00	9,010.00		9,010.00
51	INSTALL SALVAGED SIGN	26.00	EACH	265.00	6,890.00	7.00	1,855.00	7.00	1,855.00		1,855.00
52	STABILIZED CONSTRUCTION EXIT	6.00	EACH	1,100.00	6,600.00	5.00	5,500.00	5.00	5,500.00		5,500.00
53	EROSION CONTROL SUPERVISOR	1.00	L S	5,000.00	5,000.00	0.40	2,000.00	0.70	3,500.00		3,500.00
54	STORM DRAIN INLET PROTECTION	68.00	EACH	135.00	9,180.00	29.00	3,915.00	42.00	5,670.00		5,670.00
55	SILT FENCE; TYPE MS	172.00	L F	3.25	559.00	-	-	-	-		-
56	SEDIMENT CONTROL LOG TYPE ROCK	23.00	EACH	110.00	2,530.00	16.00	1,760.00	16.00	1,760.00		1,760.00
57	ROCK DITCH CHECK	36.00	L F	34.00	1,224.00	6.00	204.00	6.00	204.00		204.00
58	AMENDED TOPSOIL BORROW (LV)	1,061.00	C Y	72.00	76,392.00	268.00	19,296.00	268.00	19,296.00		19,296.00
59	SODDING TYPE LAWN	6,367.00	S Y	13.00	82,771.00	983.00	12,779.00	983.00	12,779.00		12,779.00
60	RAPID STABILIZATION METHOD 4	6,367.00	SY	1.00	6,367.00	-	-	-	-		-
61	INTERIM PAVEMENT MARKING	6,481.00	LF	2.15	13,934.15	2,435.00	5,235.25	2,435.00	5,235.25		5,235.25
62	4" SOLID LINE PAINT	3,755.00	L F	2.15	8,073.25	-	-	-	-		-
63	6" SOLID LINE PAINT	2,359.00	L F	3.70	8,728.30	-	-	-	-		-
64	12" SOLID LINE PAINT	367.00	L F	5.85	2,146.95	-	-	-	-		-
65	PAVEMENT MESSAGE PAINT	6.00	S F	42.50	255.00	-	-	-	-		-
66	PAVEMENT MARKING SPECIAL	2,232.00	LF	1.60	3,571.20	-	-	-	-		-
67	INSTALL SALVAGED BENCH	6.00	EACH	330.00	1,980.00	-	-	-	-		-
68	TEMPORARY MAIL BOX BANK	1.00	L S	500.00	500.00	-	-	-	-		-
69	REMOVE MANHOLE (SANITARY)	10.00	EACH	875.00	8,750.00	6.00	5,250.00	7.00	6,125.00		6,125.00
70	REMOVE SEWER PIPE (SANITARY)	3,519.00	L F	12.60	44,339.40	2,151.90	27,113.94	2,151.90	27,113.94		27,113.94
71	DEWATERING	1.00	L S	1,000.00	1,000.00	-	-	0.70	700.00		700.00
72	CONNECT TO EXISTING SANITARY SEWER	10.00	EACH	1,400.00	14,000.00	6.00	8,400.00	7.00	9,800.00		9,800.00
73	8"X6" PVC WYE	51.00	EACH	700.00	35,700.00	52.74	36,918.00	62.66	43,862.00		43,862.00
74	SANITARY CHIMNEY SEAL	10.00	EACH	355.00	3,550.00	-	-	-	-		-
75	8" PVC PIPE SEWER	278.00	L F	100.00	27,800.00	205.00	20,500.00	205.00	20,500.00		20,500.00
76	10" PVC PIPE SEWER	1,968.00	L F	95.00	186,960.00	1,034.80	98,306.00	1,034.80	98,306.00		98,306.00
77	12" PVC PIPE SEWER	61.00	L F	108.00	6,588.00	21.00	2,268.00	56.80	6,134.40		6,134.40
78	15" PVC PIPE SEWER	1,187.00	L F	120.00	142,440.00	1,201.10	144,132.00	1,201.10	144,132.00		144,132.00
79	6" PVC SANITARY SERVICE PIPE	1,927.00	L F	63.50	122,364.50	1,122.40	71,272.40	1,180.30	74,949.05		74,949.05
80	CASTING ASSEMBLY (SANITARY)	10.00	EACH	905.00	9,050.00	-	-	-	-		-
81	ADJUST FRAME AND RING CASTING (SANITARY)	10.00	EACH	555.00	5,550.00	-	-	-	-		-
82	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	124.00	L F	565.00	70,060.00	78.50	44,352.50	105.86	59,810.90		59,810.90
83	SANITARY SEWER TRACER SYSTEM	1.00	L S	15,100.00	15,100.00	0.40	6,040.00	0.50	7,550.00		7,550.00
84	REMOVE GATE VALVE AND BOX	20.00	EACH	150.00	3,000.00	6.00	900.00	6.00	900.00		900.00
85	REMOVE HYDRANT	8.00	EACH	740.00	5,920.00	3.00	2,220.00	3.00	2,220.00		2,220.00
86	REMOVE WATER MAIN	4,016.00	L F	12.50	50,200.00	1,385.00	17,312.50	1,385.00	17,312.50		17,312.50
87	TEMPORARY WATER SERVICE	1.00	L S	10,000.00	10,000.00	-	-	-	-		-
88	CONNECT TO EXISTING WATER MAIN	15.00	EACH	2,000.00	30,000.00	4.00	8,000.00	6.00	12,000.00		12,000.00
89	HYDRANT (8.5' BURY)	5.00	EACH	6,800.00	34,000.00	3.00	20,400.00	3.00	20,400.00		20,400.00
90	HYDRANT (9' BURY)	2.00	EACH	7,000.00	14,000.00	-	-	-	-		-

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.: H19.120756
Contractor: PEMBER COMPANIES	Contractor's Project No.:
Project: 2023 STREET & UTILITY IMPROVEMENTS	Agency's Project No.: SAP 079-658-004 & 079-665-002
Contract:	

Application No.: 8		Application Period:		From 05/01/24 to 05/23/24		Application Date: 05/24/24					
A	B	C	D	E	F	F1	F2	G	H	I	J
Bid Item No.	Description	Item Quantity	Contract Information			Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)
			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) (\$)		
91	HYDRANT (9.5' BURY)	1.00	EACH	7,210.00	7,210.00	-	-	-	-		
92	HYDRANT (10' BURY)	1.00	EACH	7,365.00	7,365.00	-	-	-	-		-
93	ADJUST VALVE BOX	38.00	EACH	235.00	8,930.00	8.00	1,880.00	8.00	1,880.00		1,880.00
94	1" CORPORATION STOP	68.00	EACH	440.00	29,920.00	15.00	6,600.00	16.00	7,040.00		7,040.00
95	2" CORPORATION STOP	3.00	EACH	885.00	2,655.00	26.00	23,010.00	27.00	23,895.00		23,895.00
96	6" GATE VALVE AND BOX	9.00	EACH	2,690.00	24,210.00	5.00	13,450.00	5.00	13,450.00		13,450.00
97	8" GATE VALVE AND BOX	21.00	EACH	3,550.00	74,550.00	11.00	39,050.00	11.00	39,050.00		39,050.00
98	10" GATE VALVE AND BOX	4.00	EACH	5,090.00	20,360.00	4.00	20,360.00	4.00	20,360.00		20,360.00
99	12" GATE VALVE AND BOX	4.00	EACH	6,075.00	24,300.00	1.00	6,075.00	1.00	6,075.00		6,075.00
100	1" CURB STOP AND BOX	68.00	EACH	455.00	30,940.00	13.00	5,915.00	14.00	6,370.00		6,370.00
101	2" CURB STOP AND BOX	3.00	EACH	860.00	2,580.00	26.00	22,360.00	27.00	23,220.00		23,220.00
102	1" WATER SERVICE PIPE	2,311.00	L F	53.00	122,483.00	2,416.67	128,083.25	2,460.84	130,424.52		130,424.52
103	2" WATER SERVICE PIPE	111.00	L F	88.00	9,768.00	689.46	60,672.13	703.07	61,869.98		61,869.98
104	4" PVC WATERMAIN	39.00	L F	55.00	2,145.00	-	-	-	-		-
105	6" PVC WATERMAIN	320.00	L F	63.00	20,160.00	127.00	8,001.00	170.00	10,710.00		10,710.00
106	8" PVC WATERMAIN	2,496.00	L F	74.00	184,704.00	1,322.20	97,842.80	1,322.20	97,842.80		97,842.80
107	10" PVC WATERMAIN	503.00	L F	89.00	44,767.00	430.00	38,270.00	434.00	38,626.00		38,626.00
108	12" PVC WATERMAIN	827.00	L F	106.00	87,662.00	-	-	-	-		-
109	WATERMAIN FITTINGS	4,017.00	L B	19.00	76,323.00	1,985.00	37,715.00	2,395.00	45,505.00		45,505.00
110	VALVE BOX TOP SECTION & CAP	58.00	EACH	240.00	13,920.00	20.76	4,982.40	20.76	4,982.40		4,982.40
111	WATERMAIN TRACER SYSTEM	1.00	L S	20,150.00	20,150.00	0.20	4,030.00	0.50	10,075.00		10,075.00
112	REMOVE MANHOLE	12.00	EACH	625.00	7,500.00	4.00	2,500.00	4.00	2,500.00		2,500.00
113	REMOVE CATCH BASIN	26.00	EACH	560.00	14,560.00	8.00	4,480.00	8.00	4,480.00		4,480.00
114	REMOVE SEWER PIPE (STORM)	2,830.00	L F	17.45	49,383.50	1,727.00	30,136.15	2,030.00	35,423.50		35,423.50
115	28" SPAN RC PIPE SEWER CLASS IVA	350.00	L F	190.00	66,500.00	-	-	-	-		-
116	CONNECT TO EXISTING STORM SEWER	4.00	EACH	835.00	3,340.00	2.00	1,670.00	2.00	1,670.00		1,670.00
117	CONNECT TO EXISTING STRUCTURE	3.00	EACH	1,010.00	3,030.00	1.00	1,010.00	1.00	1,010.00		1,010.00
118	10" PIPE SEWER	76.00	L F	75.00	5,700.00	75.00	5,625.00	75.00	5,625.00		5,625.00
119	CASTING ASSEMBLY (STORM)	58.00	EACH	965.00	55,970.00	13.00	12,545.00	13.00	12,545.00		12,545.00
120	ADJUST FRAME AND RING CASTING (STORM)	20.00	EACH	550.00	11,000.00	13.00	7,150.00	13.00	7,150.00		7,150.00
121	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	4.00	L F	650.00	2,600.00	4.00	2,600.00	4.00	2,600.00		2,600.00
122	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	96.00	L F	770.00	73,920.00	37.60	28,952.00	42.40	32,648.00		32,648.00
123	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	21.00	L F	1,180.00	24,780.00	-	-	7.60	8,968.00		8,968.00
124	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	4.00	L F	1,635.00	6,540.00	4.30	7,030.50	4.30	7,030.50		7,030.50
125	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	120.00	L F	362.00	43,440.00	54.70	19,801.40	70.90	25,665.80		25,665.80
126	REMOVE SERVICE CABINET	3.00	EA	1,410.00	4,230.00	1.00	1,410.00	1.00	1,410.00		1,410.00
127	LIGHTING UNIT TYPE SPECIAL 1-ORNAMENTAL ACORN LIGHT	34.00	E A	5,530.00	188,020.00	22.00	121,660.00	22.00	121,660.00		121,660.00
128	LIGHTING UNIT TYPE SPECIAL 2-ORNAMENTAL DOUBLE ACORN	20.00	E A	8,545.00	170,900.00	12.00	102,540.00	12.00	102,540.00		102,540.00
129	LIGHTING UNIT TYPE SPECIAL 3-COBRAHEAD OVERHEAD LIGHT	8.00	EA	3,640.00	29,120.00	-	-	-	-		-
130	GFCI DUPLEX RECEPTACLE PEDESTAL	10.00	E A	1,285.00	12,850.00	6.00	7,710.00	6.00	7,710.00		7,710.00
131	DECIDUOUS TREE - 2.5" CAL. B&B	20.00	E A	1,235.00	24,700.00	16.00	19,760.00	16.00	19,760.00		19,760.00
132	TREE GRATE & FRAMES	10.00	E A	4,100.00	41,000.00	6.00	24,600.00	6.00	24,600.00		24,600.00
133	STRUCTURAL SOIL BORROW (CV)	100.00	C Y	330.00	33,000.00	60.00	19,800.00	60.00	19,800.00		19,800.00
134	FURNISH AND INSTALL BENCH	6.00	EA	2,085.00	12,510.00	-	-	-	-		-
135	WASTE RECEPTACLE	6.00	EA	2,065.00	12,390.00	-	-	-	-		-
136	1-1/2" SCH 40 PVC TRENCHED	5,752.00	LF	5.85	33,649.20	364.60	2,132.91	364.60	2,132.91		2,132.91

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.: H19.120756					
Contractor: PEMBER COMPANIES						Contractor's Project No.:					
Project: 2023 STREET & UTILITY IMPROVEMENTS						Agency's Project No.: SAP 079-658-004 & 079-665-002					
Contract:											
Application No.: 8		Application Period:		From	05/01/24	to	05/23/24	Application Date:		05/24/24	
A	B	C	D	E	F	F1	F2	G	H	I	J
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) (\$)
		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) (\$)		
137	1-1/2" SCH 40 PVC BEHIND CURB	1,730.00	LF	4.25	7,352.50	2,216.20	9,418.85	2,954.10	12,554.93		12,554.93
138	TWO 1-1/2" HDPE CONDUIT HDD	205.00	LF	26.00	5,330.00	190.00	4,940.00	190.00	4,940.00		4,940.00
139	3/4 INCH SCH 40 PVC TRENCHED	280.00	LF	3.20	896.00	280.00	896.00	280.00	896.00		896.00
140	HANDHOLE	10.00	EA	1,060.00	10,600.00	4.00	4,240.00	6.00	6,360.00		6,360.00
141	LIGHT FOUNDATION DESIGN E MODIFIED	62.00	EA	1,280.00	79,360.00	36.00	46,080.00	36.00	46,080.00		46,080.00
142	1-1/C#6 AWG	26,705.00	LF	1.55	41,392.75	4,158.40	6,445.52	4,158.40	6,445.52		6,445.52
143	1-1/C#4 AWG	2,556.00	LF	2.05	5,239.80	6,149.80	12,607.09	6,149.80	12,607.09		12,607.09
144	1-1/C#10 AWG	1,908.00	LF	0.90	1,717.20	630.00	567.00	630.00	567.00		567.00
145	TEMPORARY ELECTRICAL SERVICE	1.00	LS	19,030.00	19,030.00	1.00	19,030.00	1.00	19,030.00		19,030.00
146	ELECTRICAL SERVICE CABINET A	1.00	LS	12,530.00	12,530.00	1.00	12,530.00	1.00	12,530.00		12,530.00
147	ELECTRICAL SERVICE CABINET B	1.00	LS	10,385.00	10,385.00	-	-	1.00	10,385.00		10,385.00
148	LOAM TOPSOIL BORROW (PLANTINGS)	9.00	CY	100.00	900.00	-	-	-	-		-
149	PERENNIAL NO. 1 CONTAINER	86.00	EA	63.00	5,418.00	-	-	-	-		-
150	CAST STONE ASSEMBLY	12.00	EA	2,450.00	29,400.00	-	-	-	-		-
151	BOLLARD	6.00	EA	2,075.00	12,450.00	6.00	12,450.00	6.00	12,450.00		12,450.00
152	12" RC PIPE SEWER DESIGN 3006 CLASS V	1,773.00	L F	70.25	124,553.25	453.00	31,823.25	677.60	47,601.40		47,601.40
153	15" RC PIPE SEWER DESIGN 3006 CLASS V	491.00	L F	81.10	39,820.10	168.00	13,624.80	194.50	15,773.95		15,773.95
154	18" RC PIPE SEWER DESIGN 3006 CLASS III	682.00	L F	85.65	58,413.30	410.00	35,116.50	562.10	48,143.87		48,143.87
155	24" RC PIPE SEWER DESIGN 3006 CLASS III	275.00	L F	101.20	27,830.00	-	-	169.30	17,133.16		17,133.16
SM	STORED MATERIALS				-					161,676.98	161,676.98
		-	-		-		-		-		-
Original Contract Totals					\$ 6,012,787.85		\$ 2,779,709.56		\$ 3,216,073.24	\$ 161,676.98	\$ 3,377,750.22
Change Orders											
CO1-1	ADDITIONAL SIGNAGE FOR PARKING AND BUSINESS ACCESS	1.00	LS	1,400.00	1,400.00	1.00	1,400.00	1.00	1,400.00		1,400.00
CO2-1	BRIDGE/MAIN STREET INTERSECTION 21" PIPE	1.00	LS	9,775.49	9,775.49	1.00	9,775.49	1.00	9,775.49		9,775.49
					-				-		-
Change Order Totals					\$ 11,175.49		\$ 11,175.49		\$ 11,175.49	\$ -	\$ 11,175.49
Original Contract and Change Orders											
Project Totals					\$ 6,023,963.34		\$ 2,790,885.05		\$ 3,227,248.73	\$ 161,676.98	\$ 3,388,925.71

Stored Materials Summary

Contractor's Application for Payment

Owner:	CITY OF WABASHA								Owner's Project No.:										
Engineer:	BOLTON & MENK								Engineer's Project No.: H19.120756										
Contractor:	PEMBER COMPANIES								Contractor's Project No.:										
Project:	2023 STREET & UTILITY IMPROVEMENTS								Agency's Project No.: 079-665-002										
Contract:																			
Application No.:	8		Application Period:		From	05/01/24		to	05/23/24		Application Date: 05/24/24								
A	B	C	D	E	F	G	H	I	J	K	L	M							
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed in Storage	Materials Stored			Incorporated in Work			Materials Remaining in Storage (I-L) (\$)							
						Previous Amount Stored (\$)	Amount Stored this Period (\$)	Amount Stored to Date (G+H) (\$)	Amount Previously Incorporated in the Work (\$)	Amount Incorporated in the Work this Period (\$)	Total Amount Incorporated in the Work (J+K) (\$)								
	T013460		Valves and Hydrants - Core & Main		1	135,518.17	-	135,518.17	93,000.00		93,000.00	42,518.17							
	48792		Electrical Stanchions and Service Cabinets-Povolny		6	20,085.94		20,085.94	10,000.00		10,000.00	10,085.94							
	S007080826.002		Type 3 Light Fixtures-Viking		6	4,887.25		4,887.25	-		-	4,887.25							
	S007080825.002		Type 3 Light Poles Anchor Bases- Viking		6	1,863.77		1,863.77	-		-	1,863.77							
	S007080825.004		Type 3 Light Poles-Viking		6	14,113.86		14,113.86	-		-	14,113.86							
	S007080824.002		Type 1 & 2 Lights-Viking		6	258,207.99		258,207.99	170,000.00		170,000.00	88,207.99							
	S007080824.005		Light Bollards - Viking		6	5,851.31		5,851.31	5,851.31		5,851.31	-							
								-			-	-							
								-			-	-							
								-			-	-							
Totals						\$	440,528.29	\$	-	\$	440,528.29	\$	278,851.31	\$	-	\$	278,851.31	\$	161,676.98

Funding Breakdown										Contractor's Application for Payment									
Owner:		CITY OF WABASHA								Owner's Project No.:									
Engineer:		BOLTON & MENK								Engineer's Project No.:		H19.120756							
Contractor:		PEMBER COMPANIES								Contractor's Project No.:									
Project:		2023 STREET & UTILITY IMPROVEMENTS								Agency's Project No.:		SAP 079-658-004 & 079-665-002							
Contract:																			
		8																	
Application No.:		8		Application Period:		From		05/01/24		to		05/23/24		Application Date:		05/24/24			

SAP 079-658-004 CSAH 58 (BRIDGE AVE & MAIN ST)																									SAP 079-658-004 CSAH 65 (PEMBROKE AVE)										LOCAL PROJECTS - ADA PED RAMPS, 2ND STREET STORM SEWER, & ALLEGHANY AVE ALLEY IMPROVEMENTS			
Item No.	MnDOT Number	Description	Units	Unit Price	Participating		Storm Sewer		Non-Participating						Total	Participating		Storm Sewer		Non-Participating						Total		Total		TOTAL PROJECT								
					Quantity	Value	Quantity	Value	PFA Eligible Water		PFA Eligible Sewer		City Funds			Quantity	Value	Quantity	Value	PFA Eligible Water		PFA Eligible Sewer		City Funds		Quantity	Value	Quantity	Value	Quantity	Cost							
1	2016.615	CONSTRUCTION ALLOWANCE	UNIT	\$1.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	13,590.19	\$ 13,590.19	13590.19	\$ 0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	13590.19	\$13,590.19									
2	2021.501	MOBILIZATION	L.S	\$203,685.00	0.098	\$ 19,961.13	0.021	\$ 4,277.39	0.161	\$ 32,793.29	0.112	\$ 22,812.72	0.077	\$ 15,683.75	0.469	\$ 95,528.27	0.042	\$ 8,554.77	0.007	\$ 1,425.80	0.070	\$ 14,257.95	0.056	\$ 11,406.36	0.035	\$ 7,128.98	0.210	\$42,773.85	0.02	\$4,277.39	0.70	\$142,579.50						
3	2101.502	CLEARING	EACH	\$715.00	2.00	\$ 1,430.00	-	\$ -	1.20	\$ 858.00	0.80	\$ 572.00	-	\$ -	4.00	\$ 2,860.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	4.00	\$2,860.00								
4	2101.502	GRUBBING	EACH	\$345.00	2.00	\$ 690.00	-	\$ -	1.20	\$ 414.00	0.80	\$ 276.00	-	\$ -	4.00	\$ 1,380.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	4.00	\$1,380.00								
5	2104.502	REMOVE LIGHT FOUNDATION	EACH	\$565.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	43.000	\$ 24,295.00	43.00	\$ 24,295.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	43.00	\$24,295.00								
6	2104.502	REMOVE SIGN	EACH	\$42.50	4.80	\$ 204.00	-	\$ -	0.60	\$ 25.50	0.60	\$ 25.50	-	\$ -	6.00	\$ 255.00	8.00	\$ 340.00	0.00	\$ -	1.00	\$ 42.50	1.00	\$ 42.50	0.00	\$ -	10.00	\$425.00	0.00	\$ 0.00	16.00	\$680.00						
7	2104.602	SALVAGE LIGHTING UNIT	EACH	\$210.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	7.000	\$ 1,470.00	7.00	\$ 1,470.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	6.00	\$ 1,260.00	6.00	\$1,260.00	0.00	\$ 0.00	13.00	\$2,730.00								
8	2104.502	SALVAGE SIGN	EACH	\$42.50	9.60	\$ 408.00	-	\$ -	1.20	\$ 51.00	1.20	\$ 51.00	-	\$ -	12.00	\$ 510.00	2.40	\$ 102.00	0.00	\$ -	0.30	\$ 12.75	0.30	\$ 12.75	0.00	\$ -	3.00	\$127.50	0.00	\$ 0.00	15.00	\$637.50						
9	2104.502	SALVAGE BENCH	EACH	\$135.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	4.000	\$ 540.00	4.00	\$ 540.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	4.00	\$540.00								
10	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	L.F	\$5.85	232.50	\$ 1,360.13	-	\$ -	139.50	\$ 816.08	93.00	\$ 544.05	0.000	\$ -	465.00	\$ 2,720.25	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	465.00	\$2,720.25								
11	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L.F	\$3.35	583.50	\$ 1,954.73	-	\$ -	350.10	\$ 1,172.84	233.40	\$ 781.89	0.000	\$ -	1167.00	\$ 3,909.45	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	1167.00	\$3,909.45								
12	2104.503	REMOVE CURB AND GUTTER	L.F	\$5.80	2,415.75	\$ 14,011.35	-	\$ -	1,449.45	\$ 8,406.81	966.30	\$ 5,604.54	0.000	\$ -	4831.50	\$ 28,022.70	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	4831.50	\$28,022.70								
13	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S.Y	\$18.50	143.90	\$ 2,662.15	-	\$ -	86.34	\$ 1,597.29	57.56	\$ 1,064.86	0.000	\$ -	287.80	\$ 5,324.30	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	287.80	\$5,324.30								
14	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S.Y	\$11.00	37.90	\$ 416.90	-	\$ -	22.74	\$ 250.14	15.16	\$ 166.76	0.000	\$ -	75.80	\$ 833.80	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	75.80	\$833.80								
15	2104.504	REMOVE BITUMINOUS PAVEMENT	S.Y	\$5.55	5,935.15	\$ 32,940.08	-	\$ -	3,561.09	\$ 19,764.05	2,374.06	\$ 13,176.03	0.000	\$ -	11870.30	\$ 65,880.17	3,993.00	\$ 22,161.15	0.00	\$ -	2,395.80	\$ 13,296.69	1,597.20	\$ 8,864.46	0.00	\$ -	7986.00	\$44,322.30	641.20	\$3,558.66	20497.50	\$113,761.13						
16	2104.518	REMOVE CONCRETE WALK	S.F	\$1.35	19,320.00	\$ 26,082.00	-	\$ -	11,592.00	\$ 15,649.20	7,728.00	\$ 10,432.80	0.000	\$ -	38640.00	\$ 52,164.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	38640.00	\$52,164.00								
17	2104.604	REMOVE CONCRETE PAVEMENT WITH BITUMINOUS OVERLAY	S.Y	\$12.90	936.75	\$ 12,084.08	-	\$ -	562.05	\$ 7,250.45	374.70	\$ 4,833.63	0.000	\$ -	1873.50	\$ 24,168.15	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	1873.50	\$24,168.15								
18	2104.618	REMOVE BRICK PAVERS	S.F	\$2.70	381.30	\$ 1,029.51	-	\$ -	228.78	\$ 617.71	152.52	\$ 411.80	0.000	\$ -	762.60	\$ 2,059.02	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	762.60	\$2,059.02								
19	2106.507	EXCAVATION - COMMON	C.Y	\$29.50	2,922.00	\$ 86,199.00	-	\$ -	1,753.20	\$ 51,719.40	1,168.80	\$ 34,479.60	0.000	\$ -	5844.00	\$ 172,398.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	5844.00	\$172,398.00								
20	2106.507	EXCAVATION - SUBGRADE	C.Y	\$25.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	0.000	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00						
21	2106.507	SELECT GRANULAR EMBANKMENT (CV)	C.Y	\$25.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	0.000	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00						
22	2108.504	GEOTEXTILE FABRIC TYPE 9	S.Y	\$3.50	-	\$ -	-	\$ -	-	\$ -	-	\$ -	0.000	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00						
23	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$150.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	10.000	\$ 1,500.00	10.00	\$ 1,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	10.00	\$1,500.00								
24	2211.507	AGGREGATE BASE (CV) CLASS 5	C.Y	\$31.50	2,116.80	\$ 66,679.20	-	\$ -	1,270.08	\$ 40,007.52	846.72	\$ 26,671.68	0.000	\$ -	4233.60	\$ 133,358.40	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	4233.60	\$133,358.40								
25	2301.602	DRILL AND GROUT NO. 4 BARS (EPOXY COATED)	EACH	\$7.00	28.50	\$ 199.50	-	\$ -	17.10	\$ 119.70	11.40	\$ 79.80	0.000	\$ -	57.00	\$ 399.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	57.00	\$399.00								
26	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (3-C) 2.0" THICK	S.Y	\$14.40	-	\$ -	-	\$ -	-	\$ -	-	\$ -	0.000	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00						
27	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (2-B) 2.5" THICK	S.Y	\$29.50	-	\$ -	-	\$ -	-	\$ -	-	\$ -	0.000	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00						
28	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (2-B) 3.0" THICK	S.Y	\$42.85	-	\$ -	-	\$ -	-	\$ -	-	\$ -	0.000	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00						
29	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (2-B) 4.0" THICK	S.Y	\$67.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	0.000	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00	0.00	\$ 0.00						
30	2360.504	TYPE SP 12.5 WEARING COURSE MIXTURE (3-C) 2.0" THICK	S.Y	\$15.70	1,925.18	\$ 30,225.39	-	\$ -	3,048.21	\$ 47,856.87	3,048.21	\$ 47,856.87	0.000	\$ -	8021.60	\$ 125,939.12	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	8021.60	\$125,939.12								
31	2502.503	6" PVC PIPE DRAIN	L.F	\$28.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	0.000	\$ -	2157.60	\$ 60,412.80	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	2157.60	\$60,412.80								
32	2502.602	6" PVC PIPE DRAIN CLEANOUT	EACH	\$615.00	-	\$ -	-	\$ -	-	\$ -	7.00	\$ 4,305.00	0.000	\$ -	7.00	\$ 4,305.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ 0.00	0.00	\$ 0.00	7.00</									

Funding Breakdown					Contractor's Application for Payment	
Owner:	CITY OF WABASHA				Owner's Project No.:	
Engineer:	BOLTON & MENK				Engineer's Project No.:	H19.120756
Contractor:	PEMBER COMPANIES				Contractor's Project No.:	
Project:	2023 STREET & UTILITY IMPROVEMENTS				Agency's Project No.:	SAP 079-658-004 & 079-665-002
Contract:						
8						
Application No.:	8	Application Period:	From	05/01/24	to	05/23/24
					Application Date:	05/24/24

				SAP 079-658-004 CSAH 58 (BRIDGE AVE & MAIN ST)											SAP 079-658-004 CSAH 65 (PEMBROKE AVE)											LOCAL PROJECTS - ADA PED RAMPS, 2ND STREET STORM SEWER, & ALLEGHANY AVE ALLEY IMPROVEMENTS										
Item No.	MnDOT Number	Description	Units	Unit Price	Participating		Storm Sewer		Non-Participating		PFA Eligible Water		PFA Eligible Sewer		City Funds		Total		Participating		Storm Sewer		Non-Participating		PFA Eligible Water		PFA Eligible Sewer		City Funds		Total		Total		TOTAL PROJECT	
					Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Cost
101	2504.602	2" CURB STOP AND BOX	EACH	\$860.00					27.00	\$23,220.00							27.00	\$23,220.00												0.00	\$0.00	0.00	\$0.00	27.00	\$23,220.00	
102	2504.603	1" WATER SERVICE PIPE	L F	\$53.00					2,460.84	\$130,424.52							2,460.84	\$130,424.52							0.00	\$0.00					0.00	\$0.00	2,460.84	\$130,424.52		
103	2504.603	2" WATER SERVICE PIPE	L F	\$88.00					703.07	\$61,869.98							703.07	\$61,869.98							0.00	\$0.00					0.00	\$0.00	703.07	\$61,869.98		
104	2504.603	4" PVC WATERMAIN	L F	\$55.00					0.00	\$0.00							0.00	\$0.00							0.00	\$0.00					0.00	\$0.00	0.00	\$0.00		
105	2504.603	6" PVC WATERMAIN	L F	\$63.00					170.00	\$10,710.00							170.00	\$10,710.00							0.00	\$0.00					0.00	\$0.00	170.00	\$10,710.00		
106	2504.603	8" PVC WATERMAIN	L F	\$74.00					1,322.20	\$97,842.80							1,322.20	\$97,842.80							0.00	\$0.00					0.00	\$0.00	1,322.20	\$97,842.80		
107	2504.603	10" PVC WATERMAIN	L F	\$89.00					434.00	\$38,626.00							434.00	\$38,626.00							0.00	\$0.00					0.00	\$0.00	434.00	\$38,626.00		
108	2504.603	12" PVC WATERMAIN	L F	\$106.00					0.00	\$0.00							0.00	\$0.00							0.00	\$0.00					0.00	\$0.00	0.00	\$0.00		
109	2504.608	WATERMAIN FITTINGS	L B	\$19.00					2,395.00	\$45,505.00							2,395.00	\$45,505.00							0.00	\$0.00					0.00	\$0.00	2,395.00	\$45,505.00		
110		VALVE BOX TOP SECTION & CAP	EACH	\$240.00					20.76	\$4,982.40							20.76	\$4,982.40							0.00	\$0.00					0.00	\$0.00	20.76	\$4,982.40		
111		WATERMAIN TRACER SYSTEM	L S	\$20,150.00					0.25	\$5,037.50							0.25	\$5,037.50							0.00	\$0.00					0.25	\$5,037.50	0.00	\$0.00		
112	2104.502	REMOVE MANHOLE	EACH	\$625.00		3.32	\$2,075.00		0.36	\$225.00		0.32	\$200.00				4.00	\$2,500.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	4.00	\$2,500.00			
113	2104.502	REMOVE CATCH BASIN	EACH	\$560.00		6.64	\$3,718.40		0.72	\$403.20		0.64	\$358.40				8.00	\$4,480.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	8.00	\$4,480.00			
114	2104.503	REMOVE SEWER PIPE (STORM)	L F	\$17.45		1,684.90	\$29,401.51		182.70	\$3,188.12		162.40	\$2,833.88				2030.00	\$35,423.50		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	2030.00	\$35,423.50			
115	2503.503	28" SPAN RC PIPE SEWER CLASS IVA	L F	\$190.00		0.00	\$0.00		0.00	\$0.00		0.00	\$0.00				0.00	\$0.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	0.00	\$0.00			
116	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$835.00		1.66	\$1,386.10		0.18	\$150.30		0.16	\$133.60				2.00	\$1,670.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	2.00	\$1,670.00			
117	2503.602	CONNECT TO EXISTING STRUCTURE	EACH	\$1,010.00		0.83	\$838.30		0.09	\$90.90		0.08	\$80.80				1.00	\$1,010.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	1.00	\$1,010.00			
118	2503.603	10" PIPE SEWER	L F	\$75.00		62.25	\$4,668.75		6.75	\$506.25		6.00	\$450.00				75.00	\$5,625.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	75.00	\$5,625.00			
119	2506.502	CASTING ASSEMBLY (STORM)	EACH	\$965.00		10.79	\$10,412.35		1.17	\$1,129.05		1.04	\$1,003.60				13.00	\$12,545.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	13.00	\$12,545.00			
120	2506.502	ADJUST FRAME AND RING CASTING (STORM)	EACH	\$550.00		10.79	\$5,934.50		1.17	\$643.50		1.04	\$572.00				13.00	\$7,150.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	13.00	\$7,150.00			
121	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	L F	\$650.00		3.32	\$2,158.00		0.36	\$234.00		0.32	\$208.00				4.00	\$2,600.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	4.00	\$2,600.00			
122	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	L F	\$770.00		35.19	\$27,097.84		3.82	\$2,938.32		3.39	\$2,611.84				42.40	\$32,648.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	42.40	\$32,648.00			
123	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	L F	\$1,180.00		6.31	\$7,443.44		0.68	\$807.12		0.61	\$717.44				7.60	\$8,968.00		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	7.60	\$8,968.00			
124	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	L F	\$1,635.00		3.57	\$5,835.32		0.39	\$632.75		0.34	\$562.44				4.30	\$7,030.50		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	4.30	\$7,030.50			
125	2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	L F	\$362.00		58.85	\$21,302.61		6.38	\$2,309.92		5.67	\$2,053.26				70.90	\$25,665.80		0.00	\$0.00		0.00	\$0.00	0.00	\$0.00		0.00	\$0.00	0.00	\$0.00	70.90	\$25,665.80			
126	2104.502	REMOVE SERVICE CABINET	EA	\$1,410.00											1.00	\$1,410.00		1.00	\$1,410.00								0.00	\$0.00			0.00	\$0.00	1.00	\$1,410.00		
127	2545.502	LIGHTING UNIT TYPE SPECIAL 1-ORNAMENTAL ACORN LIGHT	E A	\$5,530.00											22.00	\$121,660.00		22.00	\$121,660.00							0.00	\$0.00			0.00	\$0.00	22.00	\$121,660.00			
128	2545.502	LIGHTING UNIT TYPE SPECIAL 2-ORNAMENTAL DOUBLE ACORN L	E A	\$8,545.00											12.00	\$102,540.00		12.00	\$102,540.00							0.00	\$0.00			0.00	\$0.00	12.00	\$102,540.00			
129	2545.502	LIGHTING UNIT TYPE SPECIAL 3-COBRAHEAD OVERHEAD LIGHT	EA	\$3,640.00											0.00	\$0.00		0.00	\$0.00							0.00	\$0.00			0.00	\$0.00	0.00	\$0.00			
130	2545.602	GFCI DUPLEX RECEPTACLE PEDESTAL	E A	\$1,285.00											6.00	\$7,710.00		6.00	\$7,710.00							0.00	\$0.00			0.00	\$0.00	6.00	\$7,710.00			
131	2571.502	DECIDUOUS TREE - 2.5" CAL. B&B	E A	\$1,235.00											16.00	\$19,760.00		16.00	\$19,760.00							0.00	\$0.00			0.00	\$0.00	16.00	\$19,760.00			
132	2571.602	TREE GRATE & FRAMES	E A	\$4,100.00											6.00	\$24,600.00		6.00	\$24,600.00							0.00	\$0.00			0.00	\$0.00	6.00	\$24,600.00			
133	2105.607	STRUCTURAL SOIL BORROW (CV)	C Y	\$330.00											60.00	\$19,800.00		60.00	\$19,800.00							0.00	\$0.00			0.00	\$0.00	60.00	\$19,800.00			
134	2540.602	FURNISH AND INSTALL BENCH	EA	\$2,085.00											0.00	\$0.00		0.00	\$0.00							0.00	\$0.00			0.00	\$0.00	0.00	\$0.00			
135	2540.602	WASTE RECEPTACLE	EA	\$2,065.00											0.00	\$0.00		0.00	\$0.00							0.00	\$0.00			0.00	\$0.00	0.00	\$0.00			
136	2545.503	1-1/2" SCH 40 PVC TRENCHED	L F	\$4.85											364.60	\$2,132.91		364.60	\$2,132.91							0.00	\$0.00			0.00	\$0.00	364.60	\$2,132.91			
137	2545.503	1-1/2" SCH 40 PVC BEHIND CURB	L F	\$4.25											2,954.100	\$12,554.93		2,954.10	\$12,554.93							0.00	\$0.00			0.00	\$0.00	2,954.10	\$12,554.93			
138	2545.503	TWO 1-1/2" HDPE CONDUIT HDD	L F	\$26.00											190.00	\$4,940.00		190.00	\$4,940.00							0.00	\$0.00			0.00	\$0.00	190.00	\$4,940.00			
139	2545.503	3/4 INCH SCH 40 PVC TRENCHED	L F	\$3.20											280.00	\$896.00		280.00	\$896.00							0.00	\$0.00			0.00	\$0.00	280.00	\$896.00			
140	2545.502	HANDHOLE	EA	\$1,060.00											6.00	\$6,360.00		6.00	\$6,360.00							0.00	\$0.00			0.00	\$0.00	6.00	\$6,360.00			
141	2545.502	LIGHT FOUNDATION DESIGN E MODIFIED	EA	\$1,280.00											36.00	\$46,080.00		36.00	\$46,080.00							0.00	\$0.00			0.00	\$0.00	36.00	\$46,080.00			
142	2545.503	1-1/C#6 AWG	L F	\$1.55											4,158.400	\$6,445.52		4,158.40	\$6,445.52							0.00	\$0.00			0.00	\$0.00	4,158.40	\$6,445.52			
143	2545.503	1-1/C#4 AWG	L F	\$2.05											6,149.800	\$12,607.09		6,149.80	\$12,607.09							0.00	\$0.00			0.00	\$0.00	6,149.80	\$12,607.09			
144	2545.503	1-1/C#10 AWG	L F	\$0.90											630.000	\$567.00		630.00	\$567.00							0.00	\$0.00			0.00	\$0.00	630.00	\$567.00			
145	2545.601	TEMPORARY ELECTRICAL SERVICE	LS	\$19,030.00											1.00	\$19,030.00		1.00	\$19,030.00							0.00	\$0.00			0.00	\$0.00	1.00	\$19,030.00			
146	2550.601	ELECTRICAL SERVICE CABINET A	LS	\$12,530.00											1.00	\$12,530.00		1.00	\$12,530.00							0.00	\$0.00			0.00	\$0.00	1.00	\$12,530.00			
147	2550.601	ELECTRICAL SERVICE CABINET B	LS	\$10,385.00																																

			Non-PFA Eligible		PFA Eligible		Total
			MnDOT LRIP Eligible	City of Wabasha	Water	Sewer	
Participating	Total Work Completed		\$753,851.44				\$753,851.44
	Retainage	5.0%	\$37,692.57				\$37,692.57
	Eligible Amount		\$716,158.87				\$716,158.87
	Previous Payments		\$591,131.29				\$591,131.29
	Total Amount Due		\$125,027.58				\$125,027.58
Storm Sewer	Total Work Completed		\$236,895.97				\$236,895.97
	Retainage	5.0%	\$11,844.80				\$11,844.80
	Eligible Amount		\$225,051.17				\$225,051.17
	Previous Payments		\$167,452.32				\$167,452.32
	Total Amount Due		\$57,598.85				\$57,598.85
Non-Participating	Total Work Completed			\$539,639.09	\$997,594.35	\$860,944.89	\$2,398,178.33
	Retainage	5.0%		\$26,981.95	\$49,879.72	\$43,047.24	\$119,908.92
	Eligible Amount			\$512,657.14	\$947,714.63	\$817,897.65	\$2,278,269.42
	Previous Payments			\$492,312.43	\$842,352.18	\$711,685.73	\$2,046,350.42
	Total Amount Due			\$20,344.71	\$105,362.45	\$106,211.92	\$231,919.08
Totals	Total Work Completed		\$990,747.41	\$539,639.09	\$997,594.35	\$860,944.89	\$3,388,925.74
	Retainage	5.0%	\$49,537.37	\$26,981.95	\$49,879.72	\$43,047.24	\$169,446.29
	Eligible Amount		\$941,210.03	\$512,657.14	\$947,714.63	\$817,897.65	\$3,219,479.45
	Previous Payments		\$758,583.61	\$492,312.43	\$842,352.18	\$711,685.73	\$2,804,933.95
	Total Amount Due		\$182,626.42	\$20,344.71	\$105,362.45	\$106,211.92	\$414,545.50

*Participating means eligible for MnDOT LRIP funding. Non-participating means not eligible for MnDOT LRIP funding. Some project elements are eligible for both MnDOT LRIP and PFA Funding.

City Council Regular

8. 11.

Meeting Date: 06/04/2024

ITEM TITLE: 2024 Street Improvements: Approve Plans and Specifications and Authorize Advertisement for Bids

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

At the May 7th, 2024 meeting the Council passed a resolution authorizing the preparation of plans and specifications for the 2024 Street Improvement project, which includes mill and overlay improvements on Marke Street W, Franklin Ave, and Jefferson Ave. The next step in is the bidding process. To proceed with that it is necessary for the Council to pass a resolution approving the plans and specifications and authorizing advertisement for bids. The bid date will be set for July 2nd, 2024, at 10am. Following receipt of bids, we will proceed with the assessment process which will start with the Council accepting bids and calling for the assessment hearing at the July 2nd, 2024 meeting. The assessment hearing is scheduled for August 8, 2024. Following adoption of the assessments the contract will be awarded and construction will begin.

ACTION REQUIRED:

Approve resolution approving the plans and specifications and authorizing advertisement for bids.

Attachments

24-2024 Resolution Approving Plans and Specifications Ordering Advertisement for Bids

Resolution No. 25-2024

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a resolution passed by the council May 7, 2024, the city engineer Bolton & Menk has prepared plans and specifications for the 2024 Street Improvement Project for the improvement of:

- Market Street West – Between Alleghany Avenue and 3rd Street East
- Franklin Avenue – Between Market Street West and 2nd Street East
- Jefferson Avenue – Between Market Street West and 3rd Street East; AND

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.

2. The city administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, with the first as published no less than three weeks before the bid date, shall specify the work to be done, shall state that bids will be received by the clerk until 10 a.m. on July 2, 2024, at which time they will be publicly opened by the city clerk and engineer, will then be tabulated, and will be considered by the council at 6:00p.m. on August 6, 2024, in the council chambers of the city hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for 5 percent of the amount of such bid.

Adopted by the council this 4th day of June 2024.

Emily Durand, Mayor

Wendy Busch, City Clerk

City Council Regular

8. 12.

Meeting Date: 06/04/2024

ITEM TITLE: Approve the annual renewal of liquor licenses

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review & Approve the following Liquor Licenses:

On-sale & Sunday Sales

Riverboat Lanes, Herb & Arrow, The Lost Dutchman, The Escape, The Silver Star Saloon, Hoppy Girl Brewing,
The Olde Triangle, The West Side Tavern, Coffee Mill Golf Course, Fresh Wok, VFW Post #4086,

Wine & Strong Beer

Widespot Performing Arts Center

Off-sale

Wabasha Warehouse Liquors, Slipperys, The Escape,

Off-sale 3.2

Kwik Trip

On-Sale 3.2

Coffee Mill Ski Area

City Council Regular

10. 1.

Meeting Date: 06/04/2024

ITEM TITLE: Approve Building Feasibility RFP

DEPARTMENT: Ambulance

PURPOSE:

Approve Building Feasibility RFP

ITEM SUMMARY:

The attached RFP for the building feasibility that the Building Committee Task Force requested at their May 7th meeting. This RFP will be used to determine the cost to study the different aspects of the city's buildings and potential future buildings.

STAFF RECOMMENDATION:

Approve RFP so that it can be published for contractor considerations. Staff has one edit after reviewing the RFP with the Fire Chief which is to delete references to a building analysis for the fire department.

ACTION REQUIRED:

Approve Building Feasibility RFP.

Alternate option don't move forward with the RFP.

Attachments

RFP Building Feasibility Analysis



Request for Proposal: City of Wabasha Buildings Feasibility Study

PROJECT OVERVIEW:

The City of Wabasha is seeking a proposal for professional services for a feasibility study that will include an analysis of the current state of City Hall, Fire Dept, and Ambulance Station; space needs analysis; and all architectural designs and engineering services; and potential funding sources.

RFP SUBMITTAL SCHEDULE

RFP Advertisement	June 5, 2024
Bidder Question Date	June 26, 2024
RFP Addenda Date (If needed)	July 1, 2024
RFP Submittal Deadline	July 10, 2024
Proposal Review, Consultant Selection and Notification, Interview (Optional)	July 12, 2024
Notify the selected consultant of the award	July 15, 2024
Approve the selected consultant's work order at the City Council Meeting (tentative)	August 6, 2024

SCOPE OF WORK:

Task 1: Analysis of deferred maintenance and improvement costs for current City Hall and Fire Station

1. Evaluate the existing City Hall and Fire Station. Please provide additional cost information to do a structural and mechanical analysis.
2. Identify deferred maintenance and provide a cost analysis of improvement of each.
3. Conduct interviews with City Hall representatives and the Fire Chief to determine spatial needs.
4. Tour City Hall and Fire Station
5. Provide photo documentation of safety, space, function, and/or technology deficiencies, as well as necessary repairs.
6. Review existing building plans, for current building code and accessibility compliance.

Task 2: Operational and physical evaluation of current conditions and space needs assessment

1. Evaluate the existing ambulance building. Provide a structural, mechanical, and electrical analysis of the current Ambulance Building.
2. Conduct interviews with Ambulance Director and Assistant Ambulance Director to determine spatial needs.
3. Prepare a space needs program shall be developed for an addition to current building as well as for a new building to meet future needs.
4. Provide square footage, site requirements, including lot size recommendations and required site elements.
5. Determine feasibility of an addition to current building based on agreed-upon space needs program.
6. Prepare cost analysis of an addition and new building.

Task 3: Analysis of a future joint building and potential cost savings from a joint building.

1. Provide an analysis of a new joint building that would include City Hall, Fire Dept, and Ambulance Service.
2. Conduct interviews with Police Department representatives to determine spatial needs.
3. Evaluate at least 2 sites for a joint building. Site Evaluation for joint building shall include the following;
 - a. Analysis of vehicle flow
 - b. Evaluate topography/grade issues and opportunities
 - c. Determine potential safety concerns
 - d. Determine potential barriers and/or cost concerns based on known information
 - e. Develop concept site plan including parking, drive aisles, sidewalks, and other site amenities
 - f. Prepare cost analysis of each location for a joint facility
4. Provide plans for potential future expansion to include the Police Department.
5. Prepare separate cost estimates for single-department facilities on the same property based on agreed-upon space needs program.
6. Prepare cost analysis for a joint building.

Task 4: Conceptual Architecture Design drawings

1. Provide diagrammatic drawing for ambulance expansion on current site
2. Provide diagrammatic drawing for new ambulance building, for at least 2 recommended sites
3. Provide diagrammatic drawing for new joint City Hall, Fire Department, and Ambulance with room for potential expansion to add Police Department, for at least 2 recommended sites

Task 5: Presentation of potential funding sources

1. Present potential funding sources.
2. Advise on potential reuse options for existing city buildings, and work with the City to determine a phased operations plan for each department.

Task 6: Provide a report summarizing all of the firm's findings and present to City Council

TENTATIVE PROJECT SCHEDULE:

TBD

PROJECT CONTACT:

Ryan T. Marking – Ambulance Director
900 Hiawatha Dr. E
PO Box 268
Wabasha, MN 55981
(651) 565-2633
ambdir@wabasha.org

All questions or requests for clarifications on this RFP must be submitted by email to ambdir@wabasha.org and the city will respond to all written questions by email.
All questions must be submitted by July 5th, 2024.

SUBMITTAL OF PROPOSALS:

Proposals must be submitted electronically to the City of Wabasha by 3:00 p.m. on July 10th, 2024.
The proposal shall be emailed with the title, “Response to RFP for City of Wabasha Building Feasibility Analysis” to: ambdir@wabasha.org

PROPOSAL CONTENTS:

A. Title

- Show the proposal subject, the name of the firm that is submitting the proposal, the address, telephone number, name of the contact person, and the date.

B. Company/Team Experience and Qualifications

- Responders should provide information detailing the background, training, and experience of the company and team members for similar projects. Include the project manager and key personnel.
- If sub-consultants are to be used on this project, responders must also outline their background and experience, including examples of similar work done by each sub-consultant. Responders must also provide a list of the sub-consultant personnel who will perform work on the project, detailing their training and work experience.
- No changes in lead project personnel will be permitted without the written approval of the City Administrator.

C. Firm's Approach to the Scope of Services

- The proposal shall briefly summarize the approach of the firm to the Scope of Work. They should describe strategies to keep the project on time and within budget.
- Provide a schedule for the scope of work (not to exceed 4 months)
- Include at least 3 in-person visits.
- Provide a examples of 5 similar studies completed in the last 3 years.

D. List of References and Potential Conflicts

- A minimum of 4 references for public clients shall be provided.
- Potential conflicts of interest must be disclosed.

E. Proposed Price

- Proposed fee for scope of work listed above, as a lump sum. Fee to include the listed number of site visits.
- Provide firms billable rates and schedule of reimbursable expenses.

EVALUATION CRITERIA:

Proposals received by the deadline will be evaluated by a panel of City representatives.

The evaluation panel will use a 100-point scale as a basis for the final evaluation recommendation. The factors and weighting that will be used as scoring criteria are listed below.

Rating Factor Weighting Percentage:

- Company background and experience 30%.
- Key personnel qualifications and experience 30%.
- References and past performance 10%.
- Project understanding and approach 15%.
- Work plan and schedule 15%.

Proposals will be evaluated, and a successful responder(s) will be chosen based on qualifications only. The successful responder will be required to submit a detailed scope of services and budget promptly after notification of selection. The City Administrator and the successful responder will then meet to negotiate the final scope of services and compensation as part of agreed-upon Work Orders. If the City and the successful responder are unable to agree upon a scope of services and compensation within a reasonable time (as determined by the City, in its sole discretion), then the City may declare negotiations to be at an impasse and may commence negotiations with the next highest-ranked responder.

If required, an interview will be conducted with a select set of high-scoring Proposers.

SELECTION PROCESS:

Selection may be made based on proposals supplied or by interviewing the best-qualified applicants. Currently, we don't expect an interview process, but we reserve the right to have one.

Proposals will be evaluated, and a successful responder will be chosen based on **qualifications only**. The successful responder will be required to submit a detailed scope of services and budget promptly after notification of selection. The City Administrator will then meet to negotiate the final scope of service and compensation. If they are unable to agree to compensation, the City may commence negotiations with the next highest-ranked responder.

RESERVATION OF RIGHTS:

The City reserves the rights to:

1. Cancel or withdraw the RFP.
2. Modify or issue clarifications.
3. Reject any submissions for any reason.
4. Consider a submission that is non-compliant with the submission requirements.
5. Reject all submissions that are submitted under the LOI.
6. Modify the timeline and/or deadline for submissions or other actions.
7. Reissue the RFP.
8. Proposals become property of the City of Wabasha and will become public records after an evaluation process.
9. Consultants are solely responsible for their expenses in preparing a proposal.

City Council Regular

10. 2.

Meeting Date: 06/04/2024

ITEM TITLE: Approval for City of Wabasha to Pay for Pre-Loan Costs for the Barge Terminal Project

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Neither of the grant awards that the Port Authority has received will pay for costs that are incurred before the grant award. Due to current and projected Port Authority account balances, city staff recommend that the Port Authority and General Fund set up a \$150,000 interfund loan to be paid back at a later date. The General Fund would loan \$150,000 to the Port Authority until the Port Authority has adequate funds to back the General Fund. The Port Authority has started earning barge terminal revenue through the winter haul, but additional funding is needed to ensure adequate cash flow. This \$150,000 interfund loan is in addition to the \$150,000 interfund loan approved in October 2022, for a \$300,000 total owed from the Port Authority to the General Fund. The prior loan was 0% interest, this secondary loan could be charged with interest.

ACTION REQUIRED:

Approve a \$150,000 interfund loan between the Wabasha Port Authority and City of Wabasha General Fund.
Determine interest rate if any.

Attachments

23-2024 Resolution for City of Wabasha to Pay for Pre-Grant Costs for the Barge Terminal Project

Resolution No. 23-2024
Resolution for City of Wabasha to Pay for Pre-Grant Costs for the Barge Terminal Project

WHEREAS, To fulfill its obligations under the Section 217(d) agreement, the city is proposing to construct a port facility to allow for more efficient transfer of dredged material from the river temporary island sites to land. The proposed port facility location is located away from residential neighborhoods, with close access to highways, which will mitigate trucking concerns. Once placed at the port facility, material would be transferred to a mining pit facility for final placement. In addition, material would be moved from the Wabasha Gravel Pit to the mining pit facility. Dredged material from this arrangement may be beneficially used in Wabasha.

WHEREAS, joint resolution 19-22 was approved in October 2022, “A Joint Resolution by the City of Wabasha and Wabasha Port Authority Authorizing the Port Facility Development Project.”

WHEREAS, the Port Authority is in need of an interfund loan and intends to pay this back through future proceeds of the Barge Terminal.

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

The General Fund would loan \$150,000 to the Port Authority until the Port Authority has adequate funds to pay back the General Fund. This loan would have X% (or no) interest. This \$150,000 interfund loan is in addition to the \$150,000 interfund loan approved in October 2022, for a \$300,000 total owed from the Port authority to the General Fund.

Adopted by the council this 4th day of June 2024.

Approved:

By: _____
Mayor Emily Durand

Attested:

By: _____
Wendy Busch, City Clerk

City Council Regular

10. 3.

Meeting Date: 06/04/2024

ITEM TITLE: Township Contribution Discussion

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Staff will provide an update on township and city of Kellogg contributions to the ambulance service. Staff will take input from Council members on next steps. Although it currently says \$0, we anticipate received the full amounts requested from Watopa Township, Minneiska, Highland, as in prior years. Greenfield Township is contributing \$6000 in this year in a "donation".

Director Marking's perspective on the townships is that we've made great progress in this area, since starting this initiative a year ago. While it's not full payment yet, we believe that a strategy of continuing to build positive relationships with township board members and residents, having a township board that meets annually to provide input, ongoing presentations, that we can obtain participation over time. The townships who have participated financially had a champion for ambulance services on the board and were willing to make a request to their board that it get included.

The larger needs ahead of us for the sustainability service is the need for additional paid staff to cover call time and a new building. The current staffing model makes it difficult to retain staff. Staff will put together a financial forecasting model and look at other creative options.

Attachments

Township Contributions

<u>City/Township</u>	<u>Population</u>	<u>Per Capita Request</u> <u>(\$30.45/person)</u>	<u>Received 2023</u>	<u>Received 2024</u>
City of Kellogg	415	\$12,636.75	\$0.00	\$3,636.75
Glasgow Twp	241	\$7,338.45	\$0.00	\$1,000.00
Greenfield Twp	1308	\$39,828.60	\$15,000.00	\$0.00
Highland Twp	81	\$2,466.45	\$2,466.45	\$0.00
Minneiska Twp	178	\$5,420.10	\$5,420.10	\$0.00
Pepin Twp	313	\$9,530.85	\$9,530.85	\$9,530.85
Watopa Twp	160	<u>\$4,872.00</u>	\$4,872.00	\$0.00
		\$82,093.20	\$37,289	\$13,167.60
2024 City of Wabasha				AS of 5/31/24
Ambulance Taxpayer Subsidy	2559	\$213,449.00	\$83.41	(Wabasha Per Capita)
2024 Capital Expenditures				
Windows Doors Replacement		\$23,000		
Paramedic Vehicle		\$8,000		
		\$31,000		

City Council Regular

10. 4.

Meeting Date: 06/04/2024

ITEM TITLE: MN DEED Redevelopment Grant Application Resolutions

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

MN DEED's Redevelopment Grant Application is being submitted for the upcoming housing project. This will cover 50% of the proposed demolition and site infrastructure costs. Current estimates are total project costs to be \$200,000 for demolition and public infrastructure, and request approximately \$100,000. By obtaining additional grant, this would allow some flexibility in available TIF as well, for example if additional funds are needed to cover the costs of burying the electrical. The application is due August 1st which is why staff are applying ahead of knowing the outcome of the grant. This application requires resolutions from the city for the grant. We are asking for Port recommendation to move forward to Council, the source of match would be TIF which the City has already approved.

1. Resolution 1: Municipality Approving the Application
2. Resolution 2: Committing the Local Match and Authorizing Contract Signature

COMMITTEE RECOMMENDATION:

Approved by the Wabasha Port Authority.

STAFF RECOMMENDATION:

Please approve.

ACTION REQUIRED:

Please approve.

Attachments



SUBMITTED AFTER JUNE 18, 2024

RESOLUTION # 20-2024 - Municipality Approving the Application

BE IT RESOLVED that the City of Wabasha, has approved the Redevelopment Grant application submitted to the Department of Employment and Economic Development (DEED) on August 1, 2024, by the City of Wabasha for the 128 2nd Street West, Wabasha, MN site.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the Clerk, are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Pursuant to Minn. Stat. § 412.201, Statutory Cities must authorize both the Mayor and Clerk to execute all contracts, whereas Home Rule Charter Cities or other public entities may differ.

I CERTIFY THAT the above resolution was adopted by the City Council, of the City of Wabasha, on June 18, 2024.

SIGNED: Mayor Emily Durand

WITNESSED: Wendy S Busch, City Clerk

_____(Signature)

_____(Signature)

_____(Title & Date)

_____(Title & Date)



SUBMITTED AFTER JUNE 18, 2024

RESOLUTION # 21-2024 - Committing Local Match and Authorizing Contract Signature

BE IT RESOLVED that City of Wabasha, act as the legal sponsor for project(s) contained in the Redevelopment Grant Program application to be submitted on August 1, 2024, and that City Administrator is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Wabasha.

BE IT FURTHER RESOLVED that the City of Wabasha has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the City of Wabasha has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Wabasha may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the City of Wabasha certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the Clerk, are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Pursuant to Minn. Stat. § 412.201, Statutory Cities must authorize both the Mayor and Clerk to execute all contracts, whereas Home Rule Charter Cities or other public entities may differ.

I CERTIFY THAT the above resolution was adopted by the City Council, of the City of Wabasha, on June 18, 2024.

SIGNED: (Authorized Official)

_____ (Signature)

_____ (Title & Date)

WITNESSED:

_____ (Signature)

_____ (Title & Date)

VIII. Conflict of Interest Disclosure Form

This form gives applicants and grantees an opportunity to disclose any actual or potential conflicts of interest that may exist when receiving a grant. It is the applicant/grantee's obligation to be familiar with the Office of Grants Management (OGM) [Grants Policy 08-01 Conflict of Interest Policy for State Grant-Making effective date 1/1/22](#) and to disclose any conflicts of interest accordingly.

All grant applicants must complete and sign a conflict of interest disclosure form.

☐ I or my grant organization do NOT have an ACTUAL or POTENTIAL conflict of interest.

If at any time after submission of this form, I or my grant organization discover any conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

☐ I or my grant organization have an ACTUAL or POTENTIAL conflict of interest. (*Please describe below*):

If at any time after submission of this form, I or my grant organization discover any additional conflict of interest(s), I or my grant organization will disclose that conflict immediately to the appropriate agency or grant program personnel.

Printed name: Click or tap here to enter text.

Signature: _____

Organization: Click or tap here to enter text.

Date: Click or tap here to enter text.

City Council Regular

11. 1.

Meeting Date: 06/04/2024

ITEM TITLE: Resolution 22-2024 June Donations

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

All donations must be accepted by the City Council.

ACTION REQUIRED:

Motion to approve Resolution 21-2024.

Attachments

Resolution 22-2024 June Donations

CITY OF WABASHA
RESOLUTION No. 22-2024
RESOLUTION ACCEPTING DONATIONS

WHEREAS The City of Wabasha is generally authorized to accept donations of real and personal property under 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.

- **VETERANS PARK**
 - \$17,000 – American Legion Post 50
 - \$25 – William Sikorski – In memory of William J Riester
- **LIBRARY**
 - \$500 – Anonymous
 - \$500 – Chuck & Jan Wally
 - \$100 – Bruce Kinlund
 - \$100 – Ed & Deb Hall
 - \$200 – Amy Schierts (summer reading books)
 - \$20 – Bev & Bruce Hall – In memory of Kathy Sand
 - \$395 – Friends of the Library – Coffee supplies & paperback books for Wabasha Reads
 - \$2,000 – Dianne & Fred Schjolberg – ancestry.com subscription& Summer reading expenses
- **FIREWORKS**
 - \$500 – American Legion Post 50
 - \$500 – WNB Financial
 - \$500 – Burkhardt Roemer VFW 4086
 - \$500 – Gundersen St. Elizabeth Hosp & Clinic
 - \$50 – Lavern & Kathleen Roehl
 - \$50 – Pual Busch
 - \$250 – Thomas Industries, Inc.
 - \$500 – Bolton & Menk
- **EV CHARGING STATION**
 - \$1,000 – Preston Cook
 - \$100 – Mary Funk

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

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

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

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

Adopted by the City Council of the City of Wabasha on June 4, 2024.

Approved:

Mayor - Emily Durand

Attested:

City Clerk – Wendy Busch