WABASHA CITY COUNCIL

WABASHA CITY HALL Tuesday, May 6, 2025

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 A	Allegianc	e
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- 2. Guest Speaker Jill Mickelson, Braun Intertec on result of the geoscan of the old athletic field
 - 1. Presentation on Athletic Field Geoscan
- 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
 - 0. Consent Agenda
 - 1. Approval of April 1, 2025, Regular Minutes and the April 17, 2025 Special City Council Minutes
 - 2. Approval of Malone Park Bike Path Concrete Work
 - 3. Purchase of New Skateboard Equipment (Ramps)
 - 4. Approval of Malone Park Playground Relocation Cost
 - 5. Approval of Mississippi Shoreline Stabilization Project
 - 6. Approval of the Athletic Complex Skateboard Project
 - 7. Approval of New Sand Volleyball Courts
 - 8. Brush Dump Camera system
 - 9. MPCA Approval of Response Action Plan and Construction Contigency Plan
 - 10. Request for donation to Fireworks Display
 - 11. Cannon Subdivision Final Plat
 - 12. Main Market Addition Final Plat
 - 13. Appointment to fill vacancy on Police Commission
 - 14. May Warrants
 - 15. Gambling Applications

9. **Public Hearing**

1. Land Use Plan Amendment (Athletic Field and 911 Phelps) Public Hearing and 2nd Read

10. **General Business**

- 1. Status Report of Nuisance 918 Grant Blv W, 930 Grant Blvd W, 936 Grand Blv
- 2. NEC/Lawrence Boulevard traffic flow and signage

- 3. Combined City Facility Open House: May 14th 5-7PM Ambulance Station- Discuss agenda and stations
- 4. Approve Wabasha County-City of Wabasha agreement for federal aid engineering services for new Highway Reroute old Athletic Field
- 5. Approve Photo Contest for Livability Tab on City Website
- 6. Lawrence Grant Boulevard Lift Station Grant

11. **Donations**

1. Resolution 24-2025 May Donations

12. Information - financials emailed to Council.

- 1. Monday, May 12 Touch a Truck Event 5-7PM Wabasha Kellogg School Parking Lot
- 2. Wednesday May 14 Ambulance Open House to discuss building needs 5-7PM
- 3. Saturday, May 17th at 8am Spring Clean Up Event 306 Hiawatha Drive

14. **Adjournment**

City Council Regular 2. 1.

Meeting Date: 05/06/2025

ITEM TITLE: Presentation on Athletic Field Geoscan

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

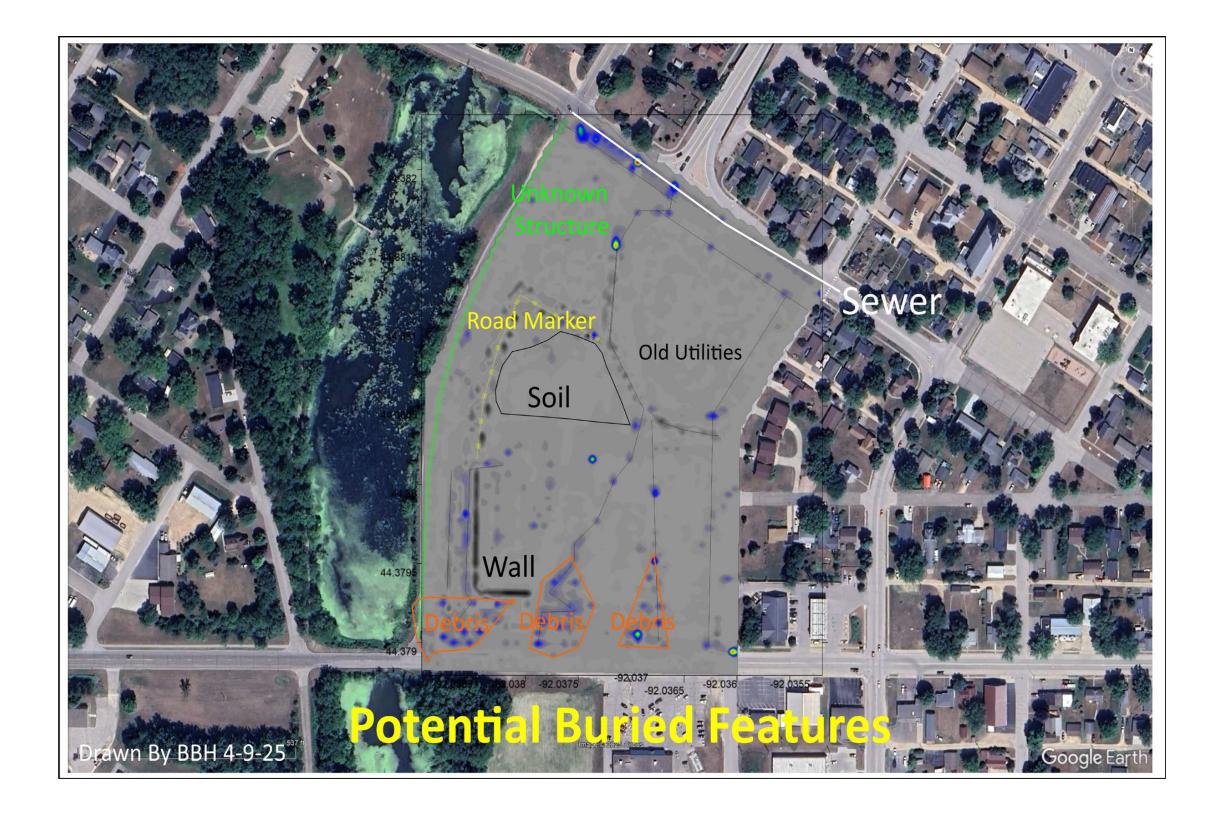
Attachments

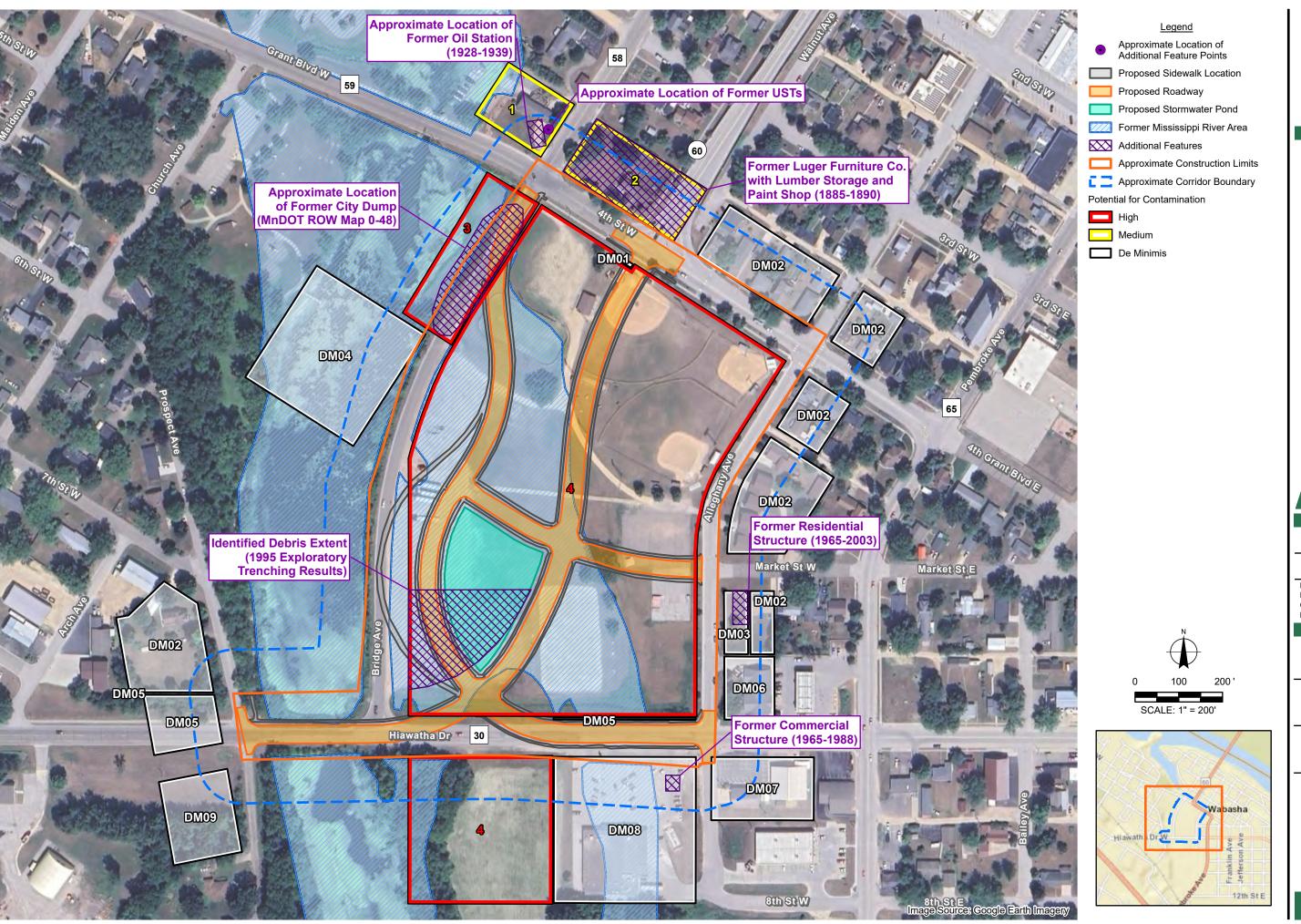
Map of contamination Historical Uses Map

Trunk Highway 60 & Bridge Avenue

Wabasha, Minnesota

Excerpt, 3Dg Electromagnetic Survey Results





BRAUN

11001 Hampshire Avenue S Minneapolis, MN 55438 952.995.2000 braunintertec.com

Project No: B2409879

Drawing No: Fig5_Additional

Drawn By: Date Drawn: 10/31/2024 Checked By: Last Modified: 12/30/2024

Trunk Highway 60 Realignment

Trunk Highway 60

Wabasha, Minnesota

Additional Features

Figure 5

City Council Regular 1.

Meeting Date: 05/06/2025

ITEM TITLE: Administrators Report

DEPARTMENT: Administration

PURPOSE:

Administrator's Report - Caroline Gregerson

ITEM SUMMARY:

Highway 60 Re-Alignment- A grant has been submitted for the investigation of contamination which would be tied to future development of the site. Jill Mickelson will share more information. We plan to re-issue the RFQ this week or next and we are thankful engineering costs have been approved.

Apartment Project- New closing date expected for June with bids sent out in June as well. Submitted grant for covering costs of contamination. We will need to install a vapor mitigation system due to the underground parking and the vapors identified.

Tier II Grant Program was also submitted to provide small grants to local developers desiring to build in Wabasha, workforce housing. We requested \$275,000.

BRIC Grant- Matching funds grant was submitted for a Lawrence Boulevard Lift Station project.

Street Project- Bolton Menk is still working on the designs for the project. We hope to bring back this in May.

City Council Regular 1.

Meeting Date: 05/06/2025

ITEM TITLE: Approval of April 1, 2025, Regular Minutes and the April 17, 2025 Special City Council Minutes

DEPARTMENT: Administration

PURPOSE:

Approval of April 1, 2025, Regular Minutes and the April 17, 2025 Special City Council Minutes

ITEM SUMMARY:

Attachments

4-1-25 CC Minutes

4-17-25 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 Bruce

Date: April 1, 2025

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Tuesday, April 1, 2025, and was called to order at 6:00 p.m. by Mayor Durand. Council Member Meurer attended the meeting remotely.

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. Pledge of Allegiance

2. Guest Speakers

- 1. Recognition of Outstanding Response for Cardiac Arrest Ambulance Director Ryan Marking recognized the critical role of first responders and detailed a recent cardiac arrest incident at a business in Wabasha. He celebrated the lifesaving work of Police Officer Dan Metcalf, Tina Cook from the Ambulance Service, James Durham from the Ambulance Service, Dawn Kontzelmann from the Ambulance Service, and Jeff Wallerich from the Ambulance Service. He noted that these types of responses highlight the benefits of a local ambulance service.
- 2. 2024 Audit Presentation Tyler See from Abdo and Approval of 2024 Wabasha Financial Audit

Tyler See, Audit Manager at Abdo, provided a high-level overview of the 2024 City of Wabasha financial audit. He stated that an unmodified (clean) opinion is being issued. He discussed compliance testing and reviewed an audit finding relating to timely payment of invoices. He noted that past audit findings have been resolved. He reviewed the City's fund balances. He noted that the City's current unassigned fund balance is in accordance with the City's fund balance policy. He detailed primary revenue sources and reviewed trends over the last three years. He discussed expenditures by type over the last three years. He reviewed special revenue funds, capital project funds, and debt service obligations. He referenced key performance indicators and provided comparison information with peer cities. City Administrator Gregerson referenced budget information.

Council Member Meurer inquired regarding an increase in public safety expenditures. Mr.

See stated that public safety costs have been increasing in other communities. Administrator Gregerson provided additional information. It was clarified that this category includes expenses pertaining to fire, police, ambulance, emergency management, and building inspection services. Council Member Sulla commented that a breakdown of these expenses by department would be helpful. Administrator Gregerson pointed out where this information can be found in the report.

Moved by Council Member Tim Wallerich, seconded by Council Member Jeff Sulla to accept the 2024 financial audit results as presented.

Vote: 7 - 0 Adopted - Unanimously

3. Public Comments

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

4. Changes or Additions to Agenda

There were no changes or additions to the agenda.

5. Mayor's Presentation - Mayor Emily Durand

Mayor Durand discussed a recent visit to Wabasha by Congressman Brad Finstad. She described a recent bird presentation at the Library, noting that many out-of-town visitors attend Library programs.

6. Committee Reports and Wabasha Good News

Utilities Commission: Council Member Wodele commented that normal business was conducted during a recent meeting.

Port Authority: Council Member Friedmeyer summarized topics of discussion during a recent meeting. He also summarized recent barge terminal project subcommittee and stakeholder meetings.

Emergency Management Director Riley Costello reviewed data collection procedures relating to flooding events and discussed the FEMA reimbursement process. City Administrator Gregerson provided additional information. Current projects were reviewed. Director Costello expressed appreciation to City employees, the current FEMA representative, and community volunteers. Mayor Durand expressed appreciation for the comprehensive report and photos.

Street Commission: Public Works Director Tony Johnson summarized topics of discussion during a recent meeting, including the election of officers, a review of meeting procedures, welcoming of a new member, discussion of proposed street vacations, denial of a request to add crushed rock to a grass alley leading to the river, approval of street sealing projects, and discussion of additional accessible parking stalls. He noted that traffic flow will be further researched and discussed during a future meeting.

Park Board: Public Works Director Johnson summarized topics of discussion during a recent meeting, including private fundraising toward pickleball court lighting and portable striping. He noted that vandalism at the athletic field was discussed along with the installation of a new camera system. He stated that dog park seeding was also discussed.

Planning Commission: Council Member Wallerich summarized topics of discussion during a recent meeting, including the welcoming of a new member, land use plan amendments relating to the athletic field and Mosquito Field areas, and zoning ordinance definitions.

7. Administrator's Report - Caroline Gregerson

 City Administrator Gregerson recognized Finance Director Tyler Grabau for his hard work on the City's financial audit and accounting procedures and expressed appreciation to Tyler See for his assistance. She discussed the RFQ process for the highway project engineer, and Mayor Durand expressed appreciation for MnDOT assistance.

Administrator Gregerson reported that a subcommittee met to review the architectural plans for the apartment building. Mayor Durand discussed the exterior design elements and materials.

8. Consent Agenda

Mayor Durand reviewed the consent agenda.

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

Vote: 7 - 0 Adopted - Unanimously

- 1. Minutes from March 4, 2025
- 2. 15-2025 \$42,998 Transfer from 2013 GO Street Improvement Bond to the Capital Improvement Fund
- 3. Approve to Consolidate Ambulance Positions and Post EMT with Paramedic Preferred Internally
- 4. Approve Postcard to Market Open House
- 5. April Warrants
- 6. Gambling Permit Applications
- 7. Temporary Liquor Licenses
- 8. 1st Read for Land Use Plan Amendment
- 9. City Hall Parking Lot Maintenance
- 10. 2025 Bike Path Crack Sealing
- 11. Micro Slurry Street Sealing
- 12. New Refuse Hauler License
- 13. Resolution 20-2025 Authorizing Execution of Sub-Grant Agreement

- 14. Pay Estimate No. 14 for 2023 Street & Utility Improvements
- 15. Pay Estimate No 1 and Final 2024 Street Improvements

9. **Public Hearings**

1. Vacation of Portions of Various Streets - Cannon Park Alley in Block 22, South Wabasha City Planner Kristi Trisko provided background information, referenced the area under discussion, and detailed the proposed street vacations.

Grant Schuth spoke on behalf of his father, Robert Schuth, who lives at 605 Eighth Street East in Wabasha. He stated that he has spoken with City Planner Trisko. He asked how the changes would be reflected on the property abstract, and information was provided in this regard. He then asked about any tax impacts or assessments, and additional information was provided. Cannon Park was discussed. The purposes of the street vacation were reviewed in terms of the creation of a buildable lot for residential construction.

Charlie Klein, 611 Eighth Street East, Wabasha, asked about a utility easement. It was noted that this will be researched. City Administrator Gregerson discussed sewer connections.

Mayor Durand reviewed the public hearing procedure and officially opened the public hearing at 7:01 p.m.

Judy Arney from the *Wabasha County Herald* requested clarification of Cannon Park impacts, and information was provided in this regard.

No one else spoke during the public hearing. Mayor Durand closed the public hearing at 7:02 p.m.

Moved by Council Member John Friedmeyer, seconded by Council Member Jeff Sulla to approve the street vacations as proposed.

Vote: 7 - 0 Adopted - Unanimously

 Vacation of Portions of Various Streets - East Main Street and Alley OCHSNER'S SUBDIVISION / CAMPBELL'S ADDITION

City Planner Trisko provided background information, referenced the area under discussion, reviewed the proposed street vacations, and discussed an easement. Mayor Durand provided additional background information, described the ongoing work of a housing subcommittee, and discussed the purposes of the proposed street vacations to create buildable lots for residential construction. Council Member Meurer asked how the City would dictate what would be built on these lots. Administrator Gregerson discussed potential zoning restrictions and design standards. Council Member Meurer asked whether short-term rental units would be allowed. Mayor Durand provided information in this regard.

Mayor Durand reviewed the public hearing procedure and opened the public hearing for this item at 7:11 p.m.

Maria Johnson, Wabasha, inquired regarding the boundaries of the proposed street vacation, and additional information was provided.

Building height restrictions were discussed.

Kim Wolter, Wabasha, asked about the criteria that would determine what would fit within the neighborhood and asked about neighborhood engagement in the discussion. Mayor Durand further reviewed the residential development process and zoning restrictions, noting that there are currently no specific criteria or design standards.

No one else spoke during the public hearing. Mayor Durand closed the public hearing at 7:18 p.m.

Moved by Council Member Jeff Sulla, seconded by Council Member Brian Wodele to approve the street and alley vacations as proposed.

Vote: 7 - 0 Adopted - Unanimously

Vacation of Portions of Various Streets - 5TH GRANT BLVD FORMER WABASHA COUNTY ROADWAY

City Planner Trisko provided background information, referenced the area under discussion, reviewed the proposed street vacations, and discussed the purposes of the street vacations. She referenced discussions with representatives of the US Army Corps of Engineers. Council Member Wodele provided additional information but indicated that he would be abstaining from voting on this item. The areas that would be vacated were clarified.

Mayor Durand reviewed the public hearing procedure and opened the public hearing for this item at 7:23 p.m. No one spoke during the public hearing. Mayor Durand closed the public hearing at 7:23 p.m.

Moved by Council Member Tim Wallerich, seconded by Council Member Eugene Jensen to postpone action regarding this item, pending further discussion.

Vote: 6 - 0 Adopted

Other: Council Member Brian Wodele (ABSTAIN)

10. General Business

1. 2025 Street Improvement Project

City Engineer Brian Malm provided background information, summarized the feasibility study, reviewed the project area on a map, and detailed the proposed 2025 street and utility improvement project. He stated that the total estimated cost of the project is approximately \$2.2 million, including utility work. He discussed the assessment process for the mill and overlay and street reconstruction components of the project. He requested that the City Council adopt a resolution accepting the feasibility report and calling for a public hearing on May 6 regarding the proposed improvements. He stated that in the meantime the scope of the project and the project budget would be further clarified and a neighborhood meeting would be conducted. At the request of Administrator Gregerson, Mr. Malm further discussed the anticipated assessments for Market Street. He referenced the City's assessment policy and reviewed potential options for Council consideration.

Moved by Council Member Dean Meurer, seconded by Council Member Brian Wodele to adopt a resolution accepting the feasibility report and calling for a public hearing on May 6 for discussion of the proposed street and utility improvements.

Vote: 7 - 0 Adopted - Unanimously

2nd Read and Adoption 911 Phelps Ave Rezone
 Mayor Durand referenced past Council discussion of this item.

Moved by Council Member Brian Wodele, seconded by Council Member Tim Wallerich to approve the second reading and adoption of the proposed rezoning of 911 Phelps Avenue.

Vote: 7 - 0 Adopted - Unanimously

3. 2nd Read and Adoption Change to City Code Sections 31.054, 162.026, 159.20, 159.21, 159.22

Mayor Durand referenced past Council discussion of this item.

Moved by Council Member Eugene Jensen, seconded by Council Member Dean Meurer to approve the City Code language revisions as presented.

Vote: 7 - 0 Adopted - Unanimously

4. Approve Application for Tier II Housing Grant Application at Old Athletic Field for "Affordable Housing" Category

Administrator Gregerson provided background information and discussed the grant opportunity. She described how the funding, if awarded, would be utilized toward fill and utility costs to develop the site. She stated that the City would need to commit to affordable housing development on the site within the next few years. She provided a definition of affordable housing units and reviewed income guidelines. She noted that a specific project or developer has not been identified. She referenced Port Authority discussion of senior housing. She reviewed challenges and options relating to the grant program. Council Member Friedmeyer further summarized Port Authority discussion of the site and the grant opportunity. Council Members Sulla, Wallerich, and Wodele recommended waiting until next year to apply for funding, when more information will be known about the road project. Council Member Wodele asked about working with the US Army Corps regarding the need for fill. Council Member Friedmeyer and Administrator Gregerson provided information in this regard. It was recommended to put forth the best proposal possible. Administrator Gregerson discussed other potential funding sources toward infrastructure.

Administrator Gregerson referenced potential interest in a duplex project.

Moved by Council Member Tim Wallerich, seconded by Council Member Jeff Sulla to postpone submission of a grant application until next year.

Vote: 7 - 0 Adopted - Unanimously

5. Update on Barge Terminal, US Army Corps Partnership
Administrator Gregerson provided a barge terminal project update and discussed
mitigation of environmental impacts. She suggested that the Port Authority consider
approving funding toward a feasibility study relating to the improvement of the Zumbro
Slough near the athletic field, installation of a fountain, and other potential improvements.
Council Member Sulla asked about the cost of the study. Administrator Gregerson
indicated that she would need to research this. Permitting fees and other considerations
were discussed. Assistance from the US Army Corps was discussed.

11. **Donations**

1. April Donations

Council Member Wodele reviewed the April donations:

LIBRARY

\$40 – In memory of Doreen Stamchror by the Texas Frosties Family

AMBULANCE

\$850.00 - Faith Lutheran Church

Moved by Council Member Brian Wodele, seconded by Council Member Tim Wallerich to adopt Resolution 14-2025 approving the April donations.

Vote: 7 - 0 Adopted - Unanimously

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

There were no announcements.

14. **Adjournment**

 Jessica Bruce,	Deputy Cleri

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 17, 2025

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Thursday, April 17, 2025, and was called to order at 5:45pm by Mayor Durand.

Present: Council Member John Friedmeyer; Council Member Jeff Sulla; Mayor Emily Durand; Council

Member Tim Wallerich; Council Member Eugene Jensen

Absent: Council Member Dean Meurer; Council Member Brian Wodele

1. General Business

1. Authorizing Contract Signature for the State of MN Contamination Grant

Moved by Council Member Jeff Sulla, to approve the resolution approving the application, committing local match and authorizing contract signature for the State of Minnesota Contamination Investigation Grant.

Vote: 5 - 0 Adopted - Unanimously

Other: Council Member Dean Meurer (ABSENT)

Council Member Brian Wodele (ABSENT)

2. Approve Resolution 22-2025 Approve application for contamination clean up grant at Alleghany Apartments site

Moved by Council Member Eugene Jensen, to approve the resolution approving the contamination clean-up grant.

Vote: 5 - 0 Adopted - Unanimously

Other: Council Member Dean Meurer (ABSENT)

Council Member Brian Wodele (ABSENT)

2. Adjournment

Moved by Council Member Tim Wallerich, seconded by Council Member John Friedmeyer to adjourn at 5:48 pm

Vote: 5 - 0 Adopted - Unanimously

Other: Council Member Dean Meurer (ABSENT)

Council Member Brian Wodele (ABSENT)

Wendy Busch, City Clerk

City Council Regular 2.

Meeting Date: 05/06/2025

ITEM TITLE: Approval of Malone Park Bike Path - Concrete Work

DEPARTMENT: Emergency Management

PURPOSE:

ITEM SUMMARY:

During the 2024 Flood, multiple panels were damaged. The damage includes undermining of concrete panels and pressure cracking. The City of Wabasha has received funding through the recovery grant process to replace all the sidewalk panels that were damaged due to the flood. Two concrete contractors were asked to bid the work. Two estimates were received and the lower of the two bids has been accepted.

STAFF RECOMMENDATION:

Approve the work to be completed to the Malone Park Bike Path. The cost will be 100% covered by the funds that have been received through FEMA and the state of Minnesota's Homeland Security and Emergency Management division.

ACTION REQUIRED:

Approval of work to be completed.

Attachments

LC Concrete Quote

STATEMENT -- ESTIMATE

LC Concrete, LLC

Wabasha, Minnesota 55981 • 1-507-272-0175

Add							
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15 -		Concre	te Se	ections	[Emoval	and	seplacz
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City Council Regular 3.

Meeting Date: 05/06/2025

ITEM TITLE: Purchase of New Skateboard Equipment (Ramps)

DEPARTMENT: Emergency Management

PURPOSE:

ITEM SUMMARY:

During the 2023 and 2024 Flood Events, in addition to previous experienced floods, our skateboard ramps at the Athletic Field were severely damaged. The frames of these-all wooden ramps being submerged underwater for an extended period of time during a flood event caused extensive damage. This damage was acknowledged by FEMA and the State of Minnesota's Homeland Security and Emergency Management division. They approved a cost to replace the ramps and have also approved mitigation funding to move the skate park to higher ground. The ramps will be installed at the new Athletic Complex behind field one.

STAFF RECOMMENDATION:

Approve the purchase from American Ramp Company. The cost of \$97,260.62 includes all equipment, shipping, and installation. The cost will be 100% funded through the FEMA Recovery Funds that have been received from the 2024 Flood.

ACTION REQUIRED:

Approval from council to allow staff to place an order with American Ramp Company so we can have these ramps put in production for installation later this summer 2025.

Attachments

American Ramp Company Quote American Ramp Company Invoice AR-952 601 McKinley Joplin, MO 64801

Toll-free 877-RAMP-778 Local 417-206-6816 Fax 417-206-6888

sales@americanrampcompany.com



Quote #	FOB	Date
Q27908	Wabasha, MN	7-11-24

<u>Item</u>	<u>Obstacle</u>	<u>Height</u>	<u>Width</u>	<u>Length</u>	X Series
<u>1</u>	Half Pipe	4.0'	16.0'	34.0'	\$71,376.44
<u>2</u>	Bank Ramp	4.0'	8.0'	9.0'	\$6,223.05
<u>3</u>	Quarter Pipe	4.0'	8.0'	11.0'	\$12,771.04
<u>5</u>	Grindbox	1.0'	4.0'	8.0'	\$4,861.29
<u>6</u>	Grind Rail (Round)	1.0'	2"	8.0'	\$760.80
<u>7</u>	Grind Rail (Square)	1.0'	3"	10.0'	\$1,268.00

TOTAL \$97,260.62

Notes:

- This turnkey quote includes Equipment, Shipping, and Installation.
- Item reference of existing skatepark showing in Attachment A.
- This quote includes prevailing wage.
- This quote does not include sales tax. If applicable, call for revised quote.
- Quote is good for 30 days.

Signature Date



Purchase through our competitively bid government Sourcewell contract.

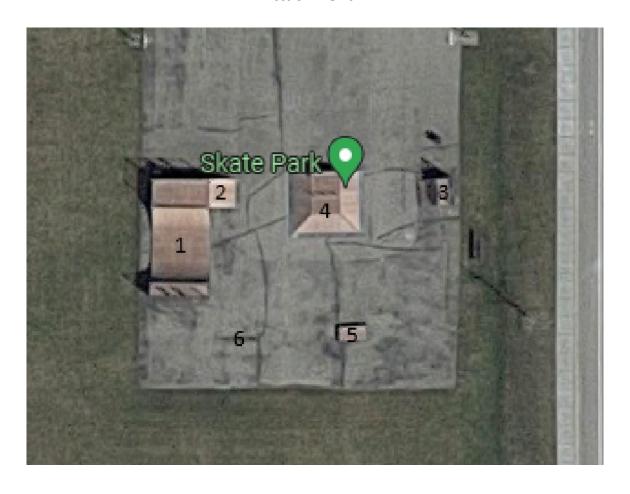
601 McKinley Joplin, MO 64801

Toll-free 877-RAMP-778 Local 417-206-6816 Fax 417-206-6888

sales@americanrampcompany.com



Attachment A



Invoice Number

AR-952

Invoice Date

5/6/2025

Bill To:

City of Wabasha

Attn: Tyler Grabay

900 Hiawatha Drive E Wabasha, MN 55981 USA Ship To:

Attn: Riley Costello

900 Hiwawatha Drive E

Wabasha, MN 55981 USA

Purchase Order No.	Salesperson ID	Due Date	Payment Terms
the state of the s	approximation of the second second	6/5/2025	Net 30

Description	Quantity	Rate	Ext. Price
Athletic Complex Skate Park	0.5000	97,260.6200	\$48,630.31

Subtotal

\$48,630.31

Tax Freight \$0.00

reight Total \$48,630.31

Check To:

American Ramp Company

601 S. McKinley Ave

Joplin, MO 64801

ACH/Wire To:

Mid-Missouri Bank

Account # 701169367 ABA Routing # 086503424

Webb City, MO 64870

MAY 0 6 2025

By
RC

06/06/2025

City Council Regular 4.

Meeting Date: 05/06/2025

ITEM TITLE: Approval of Malone Park Playground Relocation Cost

DEPARTMENT: Emergency Management

PURPOSE:

ITEM SUMMARY:

During the 2023 & 2024 Flood Events, the Malone Park playground equipment was damaged. With the ultimate goal of getting all city-owned assets out of the flood plain, the playground equipment will be moved to higher ground and will be relocated to the Eagle's Basin Playground. Two quotes were received, and the lower cost estimate will need to be approved to move forward. Funding dollars have been approved by FEMA and Minnesota's Homeland Security & Emergency Management division. The price includes removal of the playground equipment and swing set and installation at the new site of the Eagle's Basin neighborhood.

COMMITTEE RECOMMENDATION:

City Council and the Park Board have already voted for the relocation on the Malone Park playground equipment.

STAFF RECOMMENDATION:

Approve the cost of \$15,000.00 for Playground Rescue LLC to remove and replace the Malone Park playground equipment. The cost will be covered 100% through the FEMA recovery funds from the 2024 Flood.

ACTION REQUIRED:

Approve the cost of \$15,000.00 from Playground Rescue LLC.

City Council Regular 5.

Meeting Date: 05/06/2025

ITEM TITLE: Approval of Mississippi Shoreline Stabilization Project

DEPARTMENT: Emergency Management

PURPOSE:

ITEM SUMMARY:

During the 2023/2024 flood events, a section of our shoreline was washed away and undermined. The section is on Lawrence Blvd and begins at the Minnesota-Wisconsin Bridge and heads north along Lawrence Blvd in a span of roughly 300'. Bid requests have gone out, and the lower bid has been selected. This project has been approved for funding by FEMA and Minnesota's Homeland Security and Emergency Management division. A blessing has also been given by Minnesota's Department of Natural Resources.

ACTION REQUIRED:

Approval of the bid that was provided to us by Danckwart Companies for the amount of \$50,539.00 to complete the work.

City Council Regular 6.

Meeting Date: 05/06/2025

ITEM TITLE: Approval of the Athletic Complex Skateboard Project

DEPARTMENT: Emergency Management

PURPOSE:

ITEM SUMMARY:

During the 2023 and 2024 Flood Events, in addition to previously experienced floods, our skateboard ramps at the Athletic Field were severely damaged. The frames of these-all wooden ramps being submerged underwater for an extended period of time during a flood event caused extensive damage. This damage was acknowledged by FEMA and the State of Minnesota's Homeland Security and Emergency Management division. They approved mitigation funding to move the skate park to higher ground.

Bid requests were sent out and received back on April 30th, 2025 for the new concrete slab and lighting for the skate park. There were two separate bid requests, one for the concrete work and one for electrical. Pember Companies and EGAN companies were selected. The preliminary engineer's estimate for the whole project was \$99,287.50. This is also the amount that FEMA approved for mitigation funding. Combined bids from Pember & Egan came in at \$102,565.30. The difference will be paid for by the additional funding we already have through the FEMA grant and will be no cost to any city budgets.

STAFF RECOMMENDATION:

Approve the project bids that were recieved.

Attachments

Skatepark Bids



1 MOBILIZATION 2 COMMON EXCAVATION

PARK LIGHTING

EROSION CONTROL

TURF ESTABLISHMENT, INCLUDING TOPSOIL

ITEM

NO.

SKATE PARK

PRELIMINARY ENGINEER'S ESTIMATE

WABASHA ATHLETIC PARK - SKATE PARK CITY OF WABASHA, MN BMI PROJECT NO.: <0H1.128626>

UPDATED: 01-13-2025 QTY UNIT PRICE UNIT TOTAL LS CY CY 9,240.00 9,240.00 9,240.00 4,700.00 5,099.50 47,148.80 3,125.00 0.00 2,750.00 600.00 9,240.00 47.00 72.85 84.80 12.50 0.00 2,750.00 600.00 100 AGGREGATE BASE CLASS 5 (4")
CONCRETE PAVEMENT (6") (24" O.C. #4 EPOXY COATED BAR)
CONC WALK (6") & TRUNCATED DOMES 70 SY 556 250 EACH

LS

TOTAL CONSTRUCTION COST:

72,663.30



Date: April 29, 2025

Attn: Tony Johnson – Wabasha Public Works Director

Subject: Wabasha Skate Park

Thank you for the opportunity to offer our proposal. Our pricing is as follows.

Scope of work:

Wabasha Skate Park					
item No.	Item	Qty	Unit	Unit Price	Total Price
1	Mobilization	1	LS	\$1,346.00	\$1,346.00
6	Park Lighting	4	EACH	\$7,139.00	\$28,556.00
				Total	\$29,902.00

Clarifications:

- Tax included
- Permit Fees Included
- Revisit quote if rocks/debris is encountered while trenching/drilling/directional boring.
- Traffic Control by others.
- Contaminated/Hazardous materials handling by others.
- Retainage as per project specifications.
- Erosion Control/Restoration by General Contractor.
- Construction surveying by others.
- Any cost increases for materials that arise due to federal, state or local government-imposed tariffs, import fees, country of origin requirements, or other government-imposed programs that were not in place at the time this Proposal was submitted will be treated as a pass-through cost that will increase the Contract Price but will not be subject to Egan's fee.

City Council Regular 7.

Meeting Date: 05/06/2025

ITEM TITLE: Approval of New Sand - Volleyball Courts

DEPARTMENT: Emergency Management

PURPOSE:

ITEM SUMMARY:

During the 2024 Flood, sand was washed away from our volleyball courts. FEMA and the State of Minnesota's Homeland Security and Emergency Management division has approved funding for the sand that was lost.

ACTION REQUIRED:

Approval for staff to move forward on purchasing sand for the volleyball courts in the amount of \$3,781.36.

City Council Regular 8.

Meeting Date: 05/06/2025

ITEM TITLE: Brush Dump Camera system

DEPARTMENT: Public Works

PURPOSE:

Purchase and operate a camera system for the brush dump entrance.

ITEM SUMMARY:

Over the first couple years of operation, we have experienced some issues at our city brush dump. We see daily loads of brush coming from the Kellogg/Sand Prairie area. The city limits end at the sewer plant, so it's not hard to figure out where the people/contractors are coming from. We have had people dumping garbage and lumber, old landscaping timbers, etc. in the brush pile. At the beginning of March, I was called by Matt Wobbe, who was on call for Public Works, and he reported that the brush dump was on fire. We called the WFD to extinguish the fire since it was so dry out. We are unsure if someone lit it on purpose or dumped hot ashes into the brush pile. We feel that it is time to monitor the entrance. This can be accomplished by one camera pointing towards the gate to the property. We will also be able to watch video and see if they are entering from town, or entering from out of town towards Kellogg/Sand Prairie direction. If we choose to charge for dumping in the future, we could use the camera system to check windshield stickers, or other use in the future. There are funds in our forestry account to cover the cost of the new electrical service and camera operating system.

Xcel energy: \$2,699.04, HBCI: \$1,649. Hall electric: \$1,300. Total: \$5,648.04

STAFF RECOMMENDATION:

Recommend installing a camera system at the city brush dump due to the issues presented.

Attachments

Camera system
Xcel energy
Hall electric quote



HBC

58 Johnson Street Winona, MN 55987

Sales Rep: Mike Storsveen Phone: 507-474-4000

Email: mstorsveen@exchange.hbci.com

Date: June 15, 2023

Purchase Order: 2023-22

Proposal/Quote/Order No.: Brush Dump

Camera

Customer No.:

Estimate/Invoice Order No.:

Page 1 of 1

DEPARTMENT	ORDERED BY	SHIPPING ADDRESS	BILLING ADDRESS
Public Works	Tony Johnson pwdirector@wabasha.org	900 Hiawatha Dr E Wabasha, MN 55981	City of Wabasha PO Box 268 Wabasha, MN 55981

QUANTITY	ITEM#	DESCRIPTION	AMOUNT EACH	TOTAL
1		Outdoor 1080p PoE Camera	\$288.60	\$288.60
1		Outdoor Enclosure	\$78.60	\$78.60
1		Managed PoE Switch	\$148.60	\$148.60
2		Managed High-Speed Wireless Badge	\$176.60	\$353.20
1		Cable/Mounting Hardware	\$100.00	\$100.00
2		Installation/Configuration	\$85.00	\$680.00
			SUBTOTAL:	\$1,649.00
			Delivery/Freight Shipping Surcharge:	
			Wabasha County, MN Sales Tax Rate 7.37500%	
			Total Due Upon Receipt	\$1,649.00

Caroli Gregii

6/15/2023

Authorized Signature

Date



55137 City of Wabasha 900 Hiawatha Dr W Wabasha, MN 55981

10/19/2022

Prepared by:

Business Solutions 58 Johnson St. Winona, MN 55987 (507) 474-4000

Video • Internet • Phone (888) 474-9995 • www.hbci.com



Brush Du	mp Camera			
Quantity	Equipment, Labor or Service Description	Unit Price	One Time Charges	Monthly Recurring
1	Outdoor 1080p PoE Camera	\$288.60	\$288.60	
1	Outdoor Enclosure	\$78.60	\$78.60	
1	Managed PoE Switch	\$148.60	\$148.60	
2	Managed High-Speed Wireless Bridge	\$176.60	\$353.20	
1	Cable/Mounting Hardware	\$100.00	\$100.00	
8	Installation/Configuration	\$85.00	\$680.00	
By signing	this proposal, both parties acknowledge receipt of	Estimated Totals	\$1,649.00	
estimated	costs. This estimate is valid for 30 days after the date dditional state, federal taxes and shipping costs may a	pply	One Time Charges	Monthly Recurring Charges
Printed Nan	ne	Customer Signature		
HBC Rep. P	rinted Name Mike S	HBC Rep. Signature _		



Summary of Proposed Services and Additional Notes

road. The City of Wabasha will need to provide a 120v outlet w	vith a minimum of .5 amp capacity.
	e e
Printed Name	Customer Signature
HBC Rep. Printed Name Mike S	HBC Rep. Signature

Thank you for allowing HBC to be a part of your business solution.

HBC will install a camera at the brush dump location. Service will be wirelessly bridged from the water treatment plant down the

Account No.	XX-0015309995-X	,
Job No.	15223323	
Job Address	2206 HIAWATHA DR E	
	WABASHA, MN 55981	



Red Wing, MN 55066-0113

Dear WABASHA CITY HALL

Thank you for choosing Xcel Energy to be your energy provider. We appreciate your business, and our goal is to deliver you reliable service at an affordable price.

This letter contains important information about your requested service. Please read all details below as well as any accompanying information and respond accordingly to ensure your project is completed accurately and timely.

This letter relates to your request for:

* Extension of Gas and/or Electric Facilities

Your portion of the cost of this project is \$_\$2,699.04\$. A hard copy invoice will be sent to you via U.S. Mail Postal Service in the coming days. Please see the attached payment options document for more instructions. Upon receipt of payment and other required documentation as noted below, your project will be scheduled and you will be notified of the scheduled date. If paying by check, please note the account number identified at the top of this letter on your check to ensure accurate and timely payment processing.

Below is a list of additional documentation that you will need to review, sign, and return to the Xcel Energy Design Operations Specialist by email at NSPMDesignCIAC@xcelenergy.com or U.S. Postal Service to their address listed at the bottom of the letter. Please retain a copy of all documentation for your records.

> Documents to be returned to Xcel Energy:

* UG Service Form 17-2759

Additional enclosures:

* Customer Payment Options

If you have any questions about the enclosures or about your specific job, please contact the design representative below and reference your account number and/or job number above.

We look forward to being your energy provider.

Sincerely,
Avery Girdeen
Distribution Designer I
3930 Pepin Avenue
Red Wing, MN 55066-0113
Xcel Energy
Avery.Girdeen@xcelenergy.com
6513851095



Customer Payment Options

Xcel Energy offers seven payment options to pay for your construction project. Please select the payment options that work best for you.

Payment options listed in order of quickest processing

MyAccount/eBill™

Register at xcelenergy.com to make a payment from your checking account. You can also enroll in eBill and an email will let you know your bill is ready to view at the MyAccount site in place of receiving a mailed paper bill statement. MyAccount also provides a convenient list of your bill statement and payment history and retains your banking information for future use. Each additional account number will have to be added to your list of managed accounts within MyAccount.

Pay by Phone

Make payment from your checking or savings account at no charge by using our automated phone system. Please call us at 800.895.4999.

Credit/Debit Card Payment

All Xcel Energy residential and business customers are now eligible for payment via credit or debit card. Most major credit and debit cards accepted. Apple Pay or Google Pay is available to customers with a mobile device.

To pay by phone, call our payment processing partner, Kubra EZ Pay, at 833.660.1365

To <u>pay online</u>, visit <u>www.xcelenergy.com/billing_and_payment</u> and click on the <u>Pay with credit/debit card</u> link to make an online credit/debit card payment through Kubra EZ Pay.

Please note the current fees along with payment information:

- Residential Customer Accounts
 - Payments accepted for up to \$1,000 in a single transaction
 - There is a \$1.80 fee per transaction
 - No fee for Wisconsin and Michigan residential customer accounts
- Non-Residential Customer Accounts
 - Payments accepted for up to \$100,000 in a single transaction
 - There is a 2.2% fee per transaction.

All credit/debit card types allow a maximum 25 credit/debit card payments in a 28-rolling-day period, per Xcel Energy account, per credit/debit card.

*If you receive this message: "The information provided does not match our records please try again," while trying to make a payment, please try again the following day after 8am CST.

Overnight Payment Delivery Options

Send your payment and remittance stub including account number (written on the memo line of your check) via FedEx, UPS or USPS overnight delivery to:

Xcel Energy
C/O Deluxe - Lockbox # 4176
5450 N Cumberland Ave
Chicago, IL 60656
Overnight delivery contact phone number: 612-216-7976

In-Person Pay Stations

Pay in-person at a location near you by visiting xcelenergy.com for pay station locations. Please include the account number on the memo line of your check.

Please note: A \$1.50 transaction fee applies. (\$1.45 for Western Union only in Colorado)

Pay by U.S Postal Service

When sending payment by U.S. mail, please include the account number on the memo line of your check. Do not combine this payment with any other Xcel Energy bill payments. Mail check payments to:

Xcel Energy P.O. Box 4176 Carol Stream, IL 60197-4176

Electronic Funds Transfer (EFT) (Only available to business)

The Electronic Funds Transfer (EFT) payment process allows business customers to pay via Corporate Trade Exchange (CTX) formatted Automated Clearing House (ACH) (also referred to as EDI-820), the ability to electronically remit payment. The payments to Xcel Energy's bank accounts are initiated by the customer through a series of steps linked to the billing system. The CTX addenda records included with the funds transfer allow the posting of the payments to occur electronically to the account numbers provided by the customer. To obtain Xcel Energy's EFT bank account numbers and to provide transfer confirmation, please email CustReceive@xcelenergy.com.

Helpful hints to ensure accurate and timely processing of your payment:

- For all payment options, please have your account number available and note on any payment documentation.
- The hard copy invoice will be sent to you via U.S mail in the coming days. If you would like an electronic
 copy of our invoice prior to receiving the hard copy, please contact your Designer who is identified in the
 attached letter.
- In order to apply payment to the correct account and avoid unnecessary delays, please make separate payments for each individual project or invoice.
- Please note that depending on payment selection, it may take up to a few days to process your payment.



UNDERGROUND SERVICE FORM

In	consideration of Northern States Power Company, a Minnesota corporation ("Xcel Energy") hereinafter called "Xcel
	ergy", extending its facilities to make 120/240 volt, 1 phase, 3 wire underground service
	ailable to (Customer) WABASHA CITY HALL
	(Service Address) 2206 HIAWATHA DR E (City) WABASHA
	sum of two thousand, six hundred ninety-nine & 4/100 Dollars (\$ 2,699.04)
wil	be paid to Xcel Energy by (if other than above) WABASHA CITY HALL
Ad	dress (if other than above)City/State/Zip
In .	accordance with the following terms:
	STALLING NEW OVERHEAD TRANSFORMER TO FEED NEW ELECTRIC SERVICE.
Re	ceipt of the above amount hereby acknowledged on behalf of Xcel Energy by Avery Girdeen
1.	The Customer hereby grants Xcel Energy the right, privilege and easement to install, operate and maintain its underground facilities on the property as described above and/or the approximate location as shown on the attached "Exhibit A".
2.	The Customer also agrees that, prior to Xcel Energy starting work, Customer shall ensure that (a) the route of Xcel Energy's underground installation shall be accessible to Xcel Energy's equipment; (b) all obstructions shall be removed from such route at no cost or expense to Xcel Energy; (c) all privately-owned underground facilities such as sewer, water, sprinkler systems, invisible fences, or gas, electric or communication lines are marked or exposed; (d) ground elevation along the route shall not be above or more than four (4) inches below the finished grade; and (e) the area under the transformer pad shall be compacted to at least 2000 lbs./sq. ft.
3.	WABASHA CITY HALL agrees to pay all additional costs incurred by Xcel Energy because of (a) surface or subsurface conditions that impair the installation of underground facilities, such as rock formations, etc., and (b) sidewalks, curbing, black top, paving, sod or other landscaping and obstructions along the cable route. Xcel Energy will backfill trench with existing soil. Restoration of construction area on Customer property is the responsibility of the Customer.
4.	Xcel Energy is not responsible for any Customer-owned underground facilities not marked or exposed at the time service is installed.
5.	The underground installation may be subject to a winter construction charge if construction occurs between October 1 and April 15. WABASHA CITY HALL agrees to pay this charge if Xcel Energy determines winter conditions, as defined in the General Rules and Regulations of Xcel Energy's Electric Rate Book as they exist at the time the underground facilities are installed. Xcel Energy will waive the winter construction charge if prior to October 1st the Customer is ready to accept electrical service, has executed this form and has notified Xcel Energy in writing that the requirements of Paragraph 2 hereof have been fulfilled.
6.	The underground facilities installed by Xcel Energy, shall be the property of Xcel Energy and any payments made by the Customer, or their Customer's contractor, shall not entitle the Customer to any ownership interest or rights therein.
7.	The Customer agrees to pay the cost of installing or relocating any portion of said underground facilities from the Company's designated location, if relocation is made to accommodate the customer's needs, or necessary

any other surface or subsurface condition that makes maintenance of Xcel Energy's facilities impractical.

because of Customer's alterations to the grade, additions to structures, installation of patios, decks or gardens or



Form 17-2759

2 feet. EXCEPTION: side facing building must have 3	itance around the transformer, from, To leet, sides and back for clearance. These clearances must be at the same grade lea in front of the transformer must be left open or a hinged d. The area must be accessible 24 hours a day.
\$ 2,699.04 Excess U.G. Distribution Lateral (Primary Cab Excess U.G. Service Lateral U.G. Service Lateral (Secondary Service from Utility Pole) \$ U.R.D. Install Including U.G. Service Lateral U.G. Distribution Lateral (Primary Cable) Trench Ft	\$ Specific Service Location or Route \$ Replace Overhead Line with Underground \$ Temporary Service KVA \$ Other (Explain) \$ 2,699.04 TOTAL
**Customer agrees to pay monthly Residential Service Understerisk. Applicable Not Applicate	erground rate of the type of installation indicated by a double
XCEL ENERGY SIGNATURE	CUSTOMER SIGNATURE
Northern States Power Company	Legal Entity Name (if applicable):
Horniem diales i over company	City of Wabasha
	Authorized Signer (see signing options below*):
Ву:	Signing Option 1 AGREE Signing Option 2 (Signature below)
James Knoop Stroop Date: 2025.04.01 13:52:05 -05'00'	By: Tas f. Jakon
Printed Name: James Knoop	Printed Name: Tony Johnson
Title: Manager of Dist. Design	Title (if applicable): Public Works Director
Date: 04/08/2025	Date: 4/8/2025
* Signing Option 1 (just click to agree): By clicking the Accustomer or an authorized signer for the customer and hav Signing Option 2: Add Electronic Signature and return by sign and return by mail.	GREE checkbox above, you acknowledge that you are the read, understand, and agree to the above-stated terms. e-mail OR print, sign, scan and return by e-mail OR print and
Construction \$ 2,699.04 Removal \$	= Total \$ <u>2,699.04</u>

Tony Johnson

From:

Sent:

. .

Subject:

NSPM Design CIAC < NSPMDesignCIAC@xcelenergy.com> Wednesday, April 2, 2025 9:42 AM

Tony Johnson

Xcel Energy Customer Information Packet (Email 2 of 2)



Thank you for choosing Xcel Energy as your energy provider. This is Email 2 of 2 containing your full Customer Number.

Your customer number for this project is: 51-0015309995-4

Please use this as your reference number when making a payment for your project

instructions for this, please reach out to me directly. The quickest and easiest way to make your payment for this project is to Pay by Phone with an electronic check. If you would like specific

the example below NOTE: If paying by check, you MUST include your entire customer number on your check when sending your payment through the mail as shown in



Note: There have been changes to remittance processing addresses, please see these updates in the Customer Packet.

For Contract & Billing Questions:

Cindy Blodgett

Xcel Energy

NSPM CIAC Specialist

E: NSPMDesignCIAC@XcelEnergy.com

P: 715.852.5809

Hall Electric, Inc.

Bruce Hall

20004 County Road 18 Kellogg, MN 55945 hallelectric83@yahoo.com

April 22, 2025

City of Wabasha Attn: Tony Johnson

Re: Electrical estimate for brush dump camera service

Dear Tony,

Estimate includes the following:

Furnish and install wiring necessary for operating the camera located on a pole near the entrance of the brush dump.

Phone: 507-767-4572

Cell Phone: 507-421-7031

Electrical estimate total: \$1300.00

Thank you.

Bruce J. Hall Hall Electric, Inc.

.

City Council Regular 9.

Meeting Date: 05/06/2025

ITEM TITLE: MPCA Approval of Response Action Plan and Construction Contigency Plan

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

A limited environmental investigation in October 2024 and March 2025 identified diesel range organics (DRO) of 118 milligrams per kilogram (mg/kg) in soil at two feet to four feet, DRO of 610 and 460 micrograms per liter (µg/L) from groundwater samples, along with petroleum compounds and tetrachloroethene (PCE) in soil vapors exceeding their residential Intrusion Screening Values (ISVs). However, only ethylbenzene exceeded the thirty-three times (33X) Residential ISV, requiring appropriate response action for the potential vapor risk. The City was enrolled in a voluntary MPCA program to follow guidelines regarding investigation and clean up of the site. The attached approval letter was received in time and the City has applied for grant funding to cover the cost of contaminated soil removal (about 125 cubic yards, an area of 15 feet) and to install a vapor mitigation system. The grant will cover 75% and the City is required to provide a 25% match. Staff will continue to evaluate available grant opportunities to cover the 25% portion.

Once the Vapor Mitigation System is installed we are required to record an environmental covenant providing assurances that the vapor mitigation system will be maintained. We questioned why a system was needed for underground parking but was told that this is the MPCA new guidelines.

ACTION REQUIRED:

Approve the RAP Plan.

Attachments

2025-04-28 Resp Act Plan (RAP) Approval-BF2781



520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300

800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

April 30, 2025

VIA EMAIL

Caroline Gregerson City of Wabasha 900 Hiawatha Drive E Wabasha, MN 55981

RE: Approval of Response Action Plan/Construction Contingency Plan

Proposed Wabasha Apartments (Wabasha Area Food Share and Grandpa's Barn), 128 and 142 2nd

Street West, Wabasha MPCA Site ID: BF0002781

Billing ID: 259432 PIN: R27.00247.00

Dear Caroline Gregerson:

The Minnesota Pollution Control Agency (MPCA) staff in the Petroleum Brownfield (PB) has reviewed the Response Action Plan/Construction Contingency Plan (RAP/CCP) submitted for the Proposed Wabasha Apartments (Wabasha Area Food Share and Grandpa's Barn site), located at the address referenced above (the Site). The RAP/CCP dated April 18, 2025, was prepared and submitted on your behalf by Terracon Consultants, Inc.

The approximately 0.53-acre Site consists of two adjacent buildings, a 3,300 square foot (sq. ft.). building called the Food Shelf Building, and a 6,600 sq. ft. building called Grandpa's Barn/Transfer Station located in the central and eastern portions of the Site along with paved parking and driving areas. The Food Shelf Building operates as a food shelf with storage areas, and Grandpa's Barn/Transfer Station is currently vacant. Historical uses included residential, commercial, and industrials facilities since 1890. Uses have included auto repair, a canoe manufacturing shop, a machine shop, truck storage and transfer, a beer distributor, and use as a Food Shelf building since 1936. Grandpas' Barn/Transfer building has been developed since 1960.

A limited environmental investigation in October 2024 and March 2025 identified diesel range organics (DRO) of 118 milligrams per kilogram (mg/kg) in soil at two feet to four feet, DRO of 610 and 460 micrograms per liter (μ g/L) from groundwater samples, along with petroleum compounds and tetrachloroethene (PCE) in soil vapors exceeding their residential Intrusion Screening Values (ISVs). However, only ethylbenzene exceeded the thirty-three times (33X) Residential ISV, requiring appropriate response action for the potential vapor risk.

The City of Wabasha plans to redevelop the Site with a 14,000 sq. ft. apartment building with four stories aboveground, and one-story underground, along with underground parking, a driveway, patio and landscaped areas.

Caroline Gregerson Page 2 April 30, 2025

The RAP/CCP proposes 15 feet of soil will be removed for construction purposes. Planned excavation includes removal of the DRO impacted soil in the location it was detected, along with field screening, confirmation sampling, proper management, and disposal of the contaminated soils. Soil buffers of two feet (below pavement and building) and four feet (greenspace) has been proposed, along with excavation of impacted soils and/or lining within utility corridors. The installation of a sub-slab depressurization system (SSDS) will be installed in the building to mitigate the risk of vapor intrusion, followed by confirmation sampling, post mitigation.

The RAP/CCP is approved, subject to the following conditions/clarifications:

- This approval excludes contingency/response actions related to hazardous substances at the Site.
- 2. The MPCA's review of the RAP/CCP does not include a detailed review of the proposed engineering design for the vapor mitigation system. The MPCA relies on post-installation measurement of pressure field extension (PFE) and confirmation sample results to document that the vapor mitigation system has achieved the performance criteria outlined in MPCA guidance. The vapor mitigation system should include permanent sub-slab sampling points and diagnostic PFE testing points through the concrete slab to allow for evaluation of sub-slab vapor conditions and system diagnostics. Please refer to the MPCA's <u>Vapor Intrusion Best Management Practices</u> for guidance on diagnostic testing, system installation and confirmation sampling. An environmental covenant will be required to document the affirmative obligation to operate and maintain the vapor mitigation system.
- 3. Imported soil and excess fill targeted for off-site reuse shall be from a native source and/or meet the MPCA's criteria for <u>unregulated fill</u>. Soils that do not meet unregulated fill criteria may not be used at the discretion of the contractor or other project personnel.
- 4. Any contaminated soils removed from the Site must be treated or disposed of in a method approved by the MPCA. Contaminated soils transported to an approved landfill must be in compliance with all state and local permits. Please include all transportation and handling manifests for such soils in the final implementation report.
- 5. This RAP/CCP approval is contingent on the applicant obtaining all other required state, federal, and local government permits.
- 6. The MPCA Brownfield Program staff does not review or approve dewatering actions, including the testing, discharge and/or treatment of groundwater, stormwater, or any other dewatering action.
- 7. The City of Wabasha shall record, at its own expense, in the office of the County Recorder or Registrar of Titles, whichever is appropriate, in and for Wabasha County, an Environmental Covenant approved by the MPCA as provided in the Uniform Environmental Covenants Act, Minn. Stat. ch. 114E (Supp. 2007) (UECA). Directions and a template for the *Environmental Covenant and Easement* can be found on the MPCA's webpage. A copy of the proposed Environmental Covenant language shall be submitted to the MPCA staff for review and approval along with the pending Implementation Report and Wabasha city of shall file the Environmental Covenant within thirty (30) days after receipt of MPCA approval. Wabasha city of shall submit a copy of the Environmental Covenant as recorded to the MPCA within thirty (30) days after the Environmental Covenant is officially recorded. Wabasha city of shall provide notice of the Environmental Covenant to those parties to whom notice is required under the UECA.

Caroline Gregerson Page 3 April 30, 2025

An implementation report describing the completed response actions, sampling results, soil management and disposal, and imported soils shall be prepared and submitted to the MPCA. If the implementation report will not be submitted within one year of the date of this letter, please notify the MPCA project staff of the status of the project.

This letter is subject to the disclaimers found in Attachment A. If you have any questions about this letter, please contact Stacey VanPatten, Project Manager, at 651-757-2425 or by email at stacey.vanpatten@state.mn.us or Chuck Krueger, Hydrologist, at 651-757-2077 or by email at chuck.krueger@state.mn.us.

Sincerely,

Stacey Van Patten
This document has been electronically signed.

Stacey VanPatten
Pollution Control Specialist Principal
Remediation Division

SVP/CRK:df

Attachment

cc: Wendy Busch, City of Wabasha (electronic) (w/attachment)
Joseph Kaltenback, Wabasha County Planning & Zoning (electronic) (w/attachment)
Benjamin Berthiaume, Terracon Consultants, Inc. (electronic) (w/attachment)
Mark Ciampone, Terracon Consultants, Inc. (electronic) (w/attachment)

Disclaimers Wabasha Area Food Share and Grandpa's Barn MPCA Site ID: BF0002781

1. Reservation of authorities

The Minnesota Pollution Control Agency (MPCA) Commissioner reserves the authority to take any appropriate actions with respect to any release, threatened release, or other conditions at the Site. The MPCA Commissioner also reserves the authority to take such actions if the voluntary party does not proceed in the manner described in this letter or if actions taken or omitted by the voluntary party with respect to the Site contribute to any release or threatened release or create an imminent and substantial danger to public health and welfare.

2. No MPCA assumption of liability

The MPCA, its Commissioner, and staff do not assume any liability for any release, threatened release, or other conditions at the Site or for any actions taken or omitted by the voluntary party with regard to the release, threatened release, or other conditions at the Site, whether the actions taken or omitted are in accordance with this letter or otherwise.

3. Letter based on current information

All statements, conclusions, and representations in this letter are based upon information known to the MPCA Commissioner and staff at the time this letter was issued. The MPCA Commissioner and staff reserve the authority to modify or rescind any such statement, conclusion, or representation and to take any appropriate action under the Commissioner's authority if the MPCA Commissioner or staff acquires information after issuance of this letter that provides a basis for such modification or action.

4. Disclaimer regarding use or development of the property

The MPCA, its Commissioner, and staff do not warrant that the Site is suitable or appropriate for any particular use.

5. Disclaimer regarding investigative or response action at the property

Nothing in this letter is intended to authorize any response action under Minn. Stat. § 115B.17, subd. 12.

6. This approval does not supplant any applicable state or local stormwater permits, ordinances, or other regulatory documents.

City Council Regular 10.

Meeting Date: 05/06/2025

ITEM TITLE: Request for donation to Fireworks Display

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Please find attached a letter from the Son's of the American Legion representative, Mr. Brian Wodele, requesting \$2,000.00 towards the July 4th fireworks. The City has donated \$2,000 every year since 2009.

STAFF RECOMMENDATION:

Staff recommends approving the donation of \$2,000 towards the annual 4th of July fireworks.

ACTION REQUIRED:

A MOTION to authorize a donation of \$2,000.00 towards the 4th of July Fireworks as well as approve payment of the 2025 Firework's Display Invoice of \$7500.

Attachments

Letter for Donations



The Sons of the American Legion Post 50 is proud to announce that we will continue to collect donations for the 2025 City of Wabasha Fireworks Display on Independence Day. We are grateful for new and continued donations from our local businesses, organizations, and individuals so that we can put on the quality event that we have all become accustomed to. We would like to commend the volunteers that give their entire 4th of July day that begins early in the morning organizing, preparing, and ultimately blasting the fireworks for all ages to enjoy.

The Fourth of July falls on a Friday this year for 2025. Next year's Saturday show for 2026 will also be the 250th anniversary, or Semi quincentennial, of the United States of America. I want to work towards building our funds so that we can add extra firepower to that show to make it something special.

We kindly ask for your support in the form of a donation to help fund the fireworks. No donation is too small.

Please mail any donations to 1036 Milligan Avenue, Wabasha, MN 55981, or contact me and I would be glad to swing by and collect your contribution. Checks can be made out to "City of Wabasha".

If you have any questions, you can e-mail me at brianw@jslsmail.com, or my cell phone number is 651-564-0530.

Thank you,

Brian Wodele, Sons of the American Legion Squad 50 Commander 651-564-0530 brianw@jslsmail.com

Frin Worlde

City Council Regular 11.

Meeting Date: 05/06/2025

ITEM TITLE: Cannon Subdivision Final Plat

DEPARTMENT: Administration

PURPOSE:

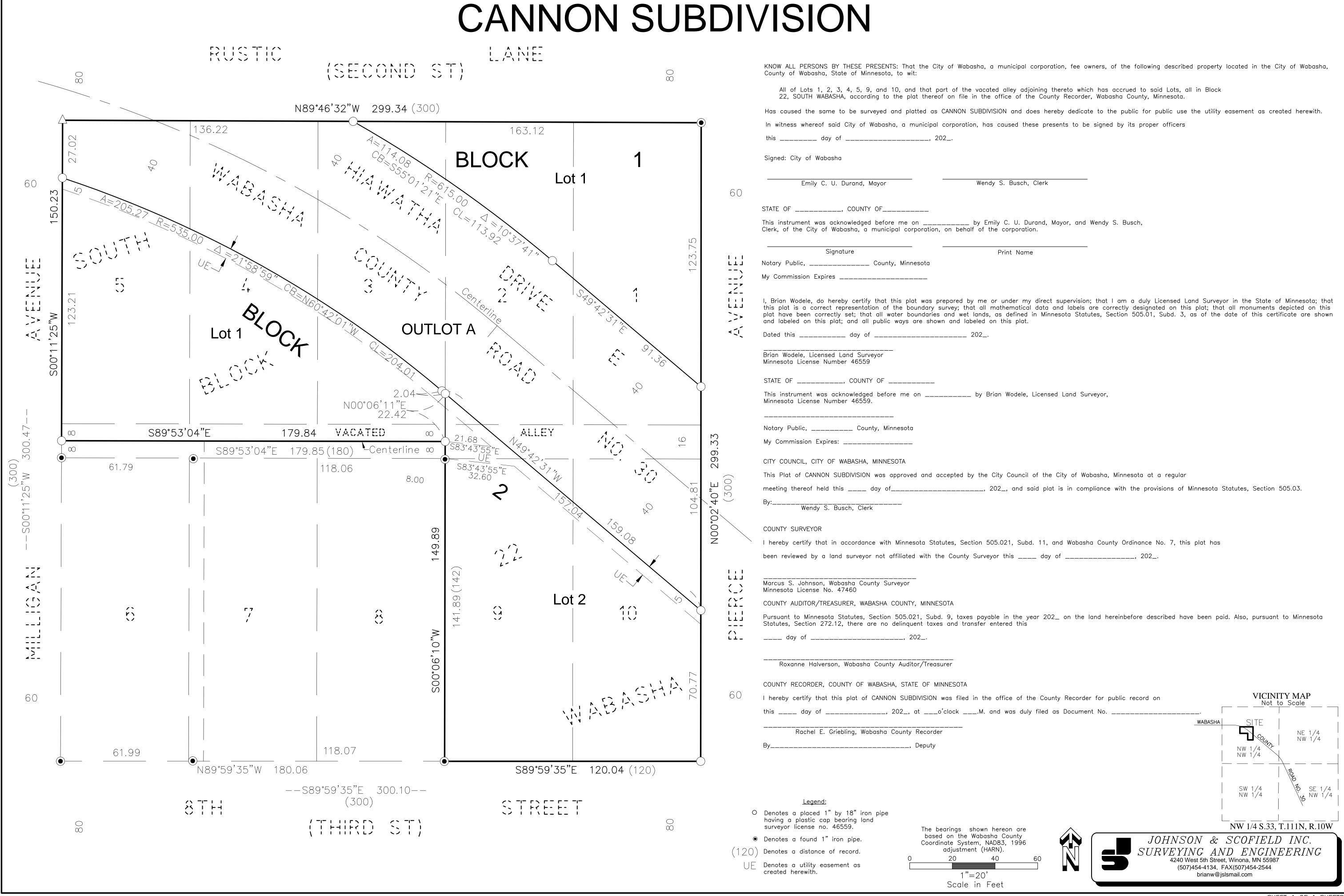
ITEM SUMMARY:

Please find the attached staff report from City Planner Kristi Trisko and final plat documents.

Attachments

Cannon Subdivision Plat

Staff Report





Real People. Real Solutions.

MEMORANDUM

Date: April 23, 2025

To: Wabasha City Council From: Kristi Trisko, AICP, PMP

Subject: Cannon Subdivision Final Plat

Meeting Date: May 6, 2025 Applicants: City of Wabasha

Agent: Johnson & Scofield Inc. Land Surveyors

Request: Final Plat

Details: The City of Wabasha owns the area surrounding Cannon Park on both sides of

Hiawatha Drive. During the April 1, 2025, City Council meeting, the alley between the rear yards located on 8th Street E and Hiawatha Drive was vacated. The City

will put Block 2 Lot 1 up for sale after it has been platted.

Block 2 Lot 2 (Cannon Park lot) and Block 1 Lot 1 (north side of Hiawatha triangle

piece) will remain publicly owned.

Commission Reviews: The Park, Street, and Utility Commissions have reviewed the vacation and plat for Cannon Subdivision and have no comments.

Emergency Services:

- Ambulance: Mr. Marking, Ambulance Director, has no comments or concerns with the Cannon Subdivision.
- Fire: Mr. Sheeley, Fire Chief, has no comments or concerns with Cannon Subdivision
- Police: Mr. Stark, Chief of Police, has no comments or concerns with Cannon Subdivision

Utility Commission Comments: Mr. Mueller has no comments or concerns as no public utilities are being proposed for this plat. Block 2 Lot 1 has access to water along Milligan Avenue and sewer either on Rustic Lane or 8th Street East that can be extended for the construction of residential use on the property.

Utility Notes from the Plat: There is an overhead power line and an underground electric coming in from the east across the Cannon Park Lot. Also, there is a MIDCO cable on the southwest side of the sidewalk. A utility easement has been added to the plat to cover these utilities. All poles, guy

Name: Cannon Subdivision – Staff Report

Page: 2

wires, and overhead power are located on the homeowner's property, except the line that crosses the Cannon Park Lot which will be in the new easement along with the underground electric. **Street Commission Comments:** Mr. Johnson has no comments or concerns as no public roadways are being constructed for this plat and the created lot has access to Milligan Avenue.

Engineer's Comments: No comments or concerns for this final plat.

City Planner's Comments: The proposed lots meet R-2 standards. There are no comment or concerns for this plat.

Lot Access: The new lot, Block 2 Lot 1 will be sold and developed. This lot will be accessed by

Milligan Avenue.

Parkland Dedication Fee: A parkland dedication equivalent to 0.1 acre per residential dwelling unit or fee is required in conjunction with subdivision of land as found in Section 161.43 of the Zoning Ordinance.

(3) The payment shall be made prior to the execution of the final plat by the appropriate city officials at the rate of \$500 per new residential lot created in the subdivision. The City Council shall have the authority to make the final determination of the fee for purposes of park dedication and may elect to accept a combination of land dedication for park use and cash payment.

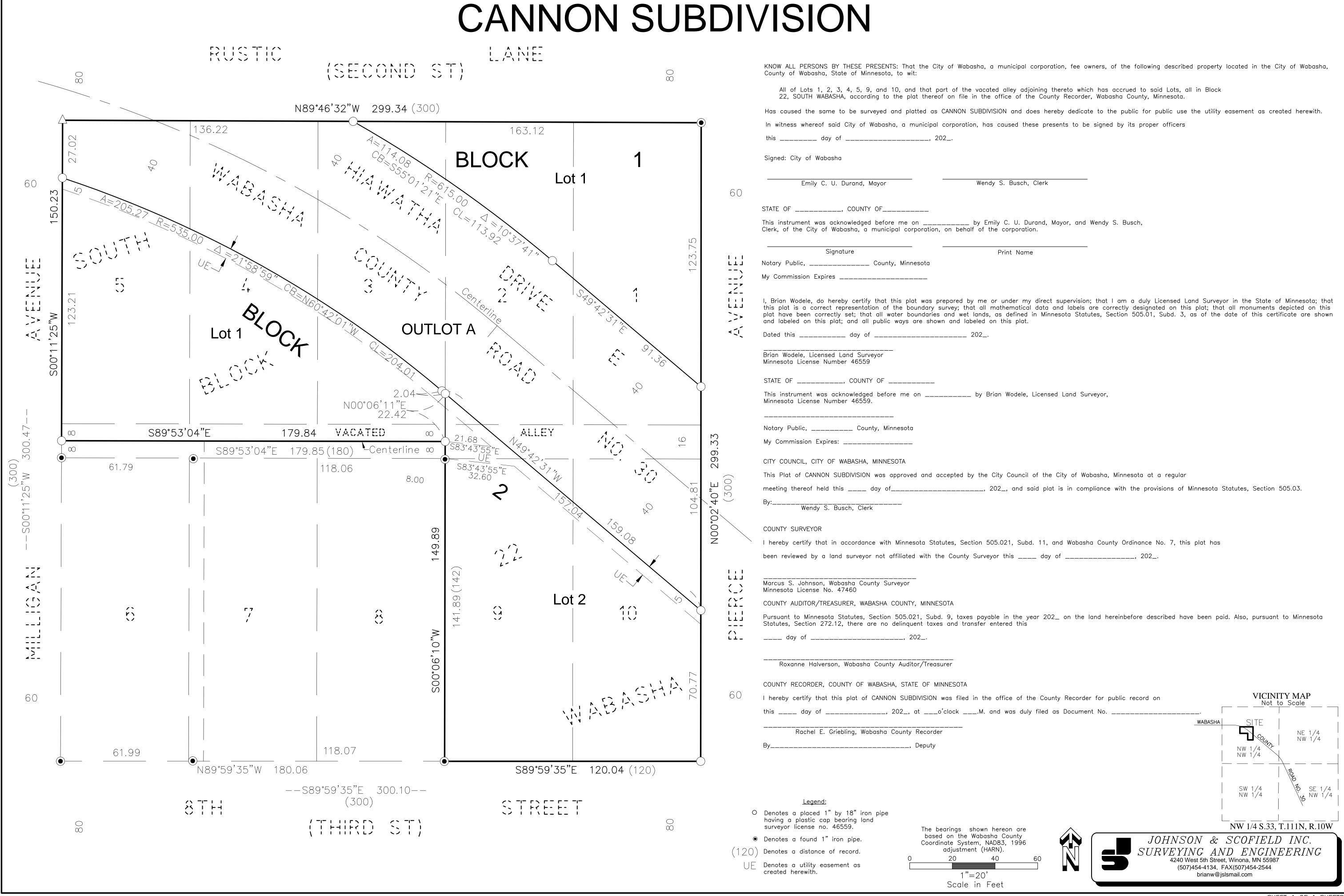
Fee: 1 residential lot = \$500.00 parkland dedication fee. As this is a City owned lot, the City will pay the parkland dedication fee once the lot is sold for residential development.

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

Recommended Conditions:

1. A Parkland Dedication fee of \$500 will be paid when Block 2 Lot 1 is sold.

Attachments: Cannon Subdivision Final Plat



City Council Regular 12.

Meeting Date: 05/06/2025

ITEM TITLE: Main Market Addition Final Plat

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Please find the attached staff report from City Planner Kristi Trisko and final plat documents.

Attachments

Main Market Plat Staff Report

MAIN MARKET ADDITION I, Brian Wodele, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed KNOW ALL PERSONS BY THESE PRESENTS: That the City of Wabasha, a municipal corporation, fee owners, of the following described property located in the City of Wabasha, County of Wabasha, State of Minnesota, to wit: Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been correctly set; that all That part of vacated Main Street, as platted and dedicated in OCHSNER'S SUBDIVISION, that part of Lot 53 and that part of that part of the northeasterly half of the vacated alley water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are adjoining Lot 53, CAMPBELL'S ADDITION, according to the plats thereof on file in the Office of the County Recorder, Wabasha County, Minnesota, described as follows: shown and labeled on this plat; and all public ways are shown and labeled on this plat. Commencing at the southwest corner of Section 28, Township 111 North, Range 10 West, Wabasha County, Minnesota; thence South 89 degrees 51 minutes 38 seconds Dated this _____ day of _____ 202_. East, oriented with the Wabasha County Coordinate System, NAD83, 1996 adjustment HARN, along the south line of said CAMPBELLS ADDITION, a distance of 978.99 feet to the intersection with the centerline of said alley, being the point of beginning of the land to be described; thence North 57 degrees 22 minutes 31 seconds West, along said centerline, a distance of 259.01 feet; thence North 32 degrees 58 minutes 10 seconds East, a distance of 10.00 feet to the southwesterly line of said Lot 53; Brian Wodele, Licensed Land Surveyor thence North 57 degrees 22 minutes 31 seconds West, along said southwesterly line, a distance of 35.00 feet to the most southerly corner of the Westerly 175 feet of Minnesota License Number 46559 the Easterly 485 feet of said Lot 53; thence North 32 degrees 58 minutes 10 seconds East, along the southeasterly line of the westerly 175 feet of the easterly 485 feet of said Lot 53, a distance of 53.17 feet to the intersection with the southwesterly line of Main Street, as platted and dedicated in said OCHSNER'S SUBDIVISION: thence continue North 32 degrees 58 minutes 10 seconds East, a distance of 9.50 feet; thence South 57 degrees 20 minutes 54 seconds East, a distance of 358.51 feet; STATE OF _____, COUNTY OF _____ thence southeasterly and southerly, along a tangential curve concave to the southwest, having a radius of 25.00 feet and a central angle of 69 degrees 29 minutes 44 seconds, for an arc distance of 30.32 feet to the south line of said OCHSNER'S SUBDIVISION; thence North 89 degrees 51 minutes 38 seconds West, along said south line This instrument was acknowledged before me on _____ by Brian Wodele, Licensed Land Surveyor, and along the south line of said CAMPBELLS ADDITION, a distance of 104.73 feet to the point of beginning. Minnesota License Number 46559. Has caused the same to be surveyed and platted as MAIN MARKET ADDITION, and does hereby dedicate to the public for public use the drainage and utility easements as created herewith. Notary Public, _____ County, Minnesota In witness whereof said City of Wabasha, a municipal corporation, has caused these presents to be signed by its proper officers My Commission Expires: ______ this _____, 202_. Signed: City of Wabasha CITY COUNCIL, CITY OF WABASHA, MINNESOTA This Plat of MAIN MARKET ADDITION was approved and accepted by the City Council of the City of Wabasha, Minnesota at a regular Wendy S. Busch, Clerk Emily C. U. Durand, Mayor meeting thereof held this ____ day of_______, 202_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03. STATE OF _____, COUNTY OF_____ By: _______ Wendy S. Busch, Clerk This instrument was acknowledged before me on ______ by Emily C. U. Durand, Mayor, and Wendy S. Busch, Clerk, of the City of Wabasha, a municipal corporation, on behalf of the corporation. COUNTY SURVEYOR Signature I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, and Wabasha County Ordinance No. 7, this Notary Public, _____ County, Minnesota plat has been reviewed by a land surveyor not affiliated with the County Surveyor this ____ day of _____, 202_. My Commission Expires ______ Marcus S. Johnson, Wabasha County Surveyor Minnesota License No. 47460 COUNTY AUDITOR/TREASURER, WABASHA COUNTY, MINNESOTA Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 202_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _______, 202_. Roxanne Halverson, Wabasha County Auditor/Treasurer COUNTY RECORDER, COUNTY OF WABASHA, STATE OF MINNESOTA I hereby certify that this plat of MAIN MARKET ADDITION was filed in the office of the County Recorder for public record on this ____ day of ____, 202_, at ___o'clock ___.M. and was duly filed as Document No. ______. Rachel E. Griebling, Wabasha County Recorder OCHSNER'S SUBDIVISION VICINITY MAP Not to Scale _ 978.99 South line of CAMPBELL'S ADDITION S89°51'38"E 104.73 N89°51'38"W —Most southerly corner └─South line □ — Southwest corner S.28, T.111N, R.10W CAMPBELLS ADDITION of Main Street South line— OCHSNER'S SUBDIVISION LEGEND MARKET STREET O SET 1"x18" IRON PIPE WITH PLASTIC CAP BEARING S.28, T.111N, R.10W LAND SURVEYOR LICENSE NUMBER 46559. The bearings shown hereon are based on JOHNSON & SCOFIELD INC. EXISTING FOUND IRON MONUMENT. the Wabasha County Coordinate System, DENOTES WABASHA COUNTY P.L.S. CORNER POSITION. NAD83, 1996 adjustment (HARN). SURVEYING AND ENGINEERING 4240 West 5th Street, Winona, MN 55987 (507)454-4134, FAX(507)454-2544 1"=20' brianw@jslsmail.com Scale in Feet



Real People. Real Solutions.

MEMORANDUM

Date: April 23, 2025

To: Wabasha City Council From: Kristi Trisko, AICP, PMP

Subject: Main Market Addition Final Plat

Meeting Date: May 6, 2025 Applicants: City of Wabasha

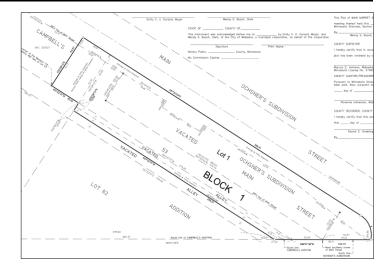
Agent: Johnson & Scofield Inc.

Land Surveyors

Request: Final Plat

Location: Intersection of Main

and Market Street East



Details: The City of Wabasha owns the area at the intersection of Market and Main Street

East. During the April 1, 2025, City Council meeting, the alley at the rear yards of three parcels along Market Street and a portion of Main Street was vacated. The vacations and plat have been completed to create a more buildable lot that could be sold and developed for residential use. The new platted lot will be 24,797

square feet.

Commission Reviews: The Park, Street, and Utility Commissions have reviewed the vacation and plat for the Main Market Addition and have no additional comments.

Emergency Services:

• Ambulance: Mr. Marking, Ambulance Director, Fire: Mr. Sheeley, Fire Chief, and Police: Mr. Stark, Chief of Police, have no comments or concerns with the Main Market Addition.

Utility Commission Comments: Mr. Mueller has no comments or concerns as no public utilities are being proposed for this plat. Lot 1 can be served by public sewer on both Market and Main Street and public water is available on Market Street.

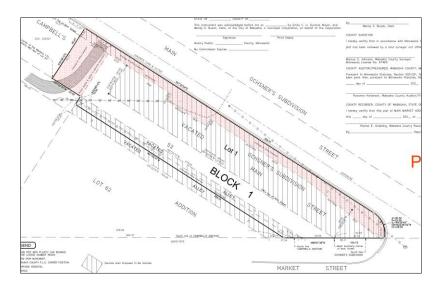
Name: Main Market Addition - Staff Report

Page: 2

Street Commission Comments: Mr. Johnson has no comments or concerns as no public roadways are being constructed for this plat and the created lot will have access to Main Street.

Additional Easement to be Recorded:

The City has defined and will record a drainage and utility easement for both the existing alley on the west side of the lot so the existing alley will continue to be accessible to the public as well as along Main Street for street maintenance, snow storage, and access to the existing sanitary sewer main. See the shaded red exhibit to the right for a graphic of this easement.



Engineer's Comments: No comment or concerns about this final plat.

City Planner's Comments: The proposed lot meets city standards found in the R-2 Zone and has public access to roadways and utilities. I have no concerns with this plat.

Lot Access: The expanded city lot can be accessed by Main Street.

Parkland Dedication Fee: A parkland dedication equivalent to 0.1 acre per residential dwelling unit or fee is required in conjunction with subdivision of land as found in Section 161.43 of the Zoning Ordinance.

Fee: 1 residential lot = \$500.00 in parkland dedication fee. As this is a City owned lot, the City will pay the parkland dedication fee once the lot is sold for residential development.

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

Recommended Conditions:

1. A Parkland Dedication fee of \$500 will be paid when Block 1 Lot 1 is sold.

Attachments: Main Market Addition Final Plat

MAIN MARKET ADDITION I, Brian Wodele, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed KNOW ALL PERSONS BY THESE PRESENTS: That the City of Wabasha, a municipal corporation, fee owners, of the following described property located in the City of Wabasha, County of Wabasha, State of Minnesota, to wit: Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been correctly set; that all That part of vacated Main Street, as platted and dedicated in OCHSNER'S SUBDIVISION, that part of Lot 53 and that part of that part of the northeasterly half of the vacated alley water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are adjoining Lot 53, CAMPBELL'S ADDITION, according to the plats thereof on file in the Office of the County Recorder, Wabasha County, Minnesota, described as follows: shown and labeled on this plat; and all public ways are shown and labeled on this plat. Commencing at the southwest corner of Section 28, Township 111 North, Range 10 West, Wabasha County, Minnesota; thence South 89 degrees 51 minutes 38 seconds Dated this _____ day of _____ 202_. East, oriented with the Wabasha County Coordinate System, NAD83, 1996 adjustment HARN, along the south line of said CAMPBELLS ADDITION, a distance of 978.99 feet to the intersection with the centerline of said alley, being the point of beginning of the land to be described; thence North 57 degrees 22 minutes 31 seconds West, along said centerline, a distance of 259.01 feet; thence North 32 degrees 58 minutes 10 seconds East, a distance of 10.00 feet to the southwesterly line of said Lot 53; Brian Wodele, Licensed Land Surveyor thence North 57 degrees 22 minutes 31 seconds West, along said southwesterly line, a distance of 35.00 feet to the most southerly corner of the Westerly 175 feet of Minnesota License Number 46559 the Easterly 485 feet of said Lot 53; thence North 32 degrees 58 minutes 10 seconds East, along the southeasterly line of the westerly 175 feet of the easterly 485 feet of said Lot 53, a distance of 53.17 feet to the intersection with the southwesterly line of Main Street, as platted and dedicated in said OCHSNER'S SUBDIVISION: thence continue North 32 degrees 58 minutes 10 seconds East, a distance of 9.50 feet; thence South 57 degrees 20 minutes 54 seconds East, a distance of 358.51 feet; STATE OF _____, COUNTY OF _____ thence southeasterly and southerly, along a tangential curve concave to the southwest, having a radius of 25.00 feet and a central angle of 69 degrees 29 minutes 44 seconds, for an arc distance of 30.32 feet to the south line of said OCHSNER'S SUBDIVISION; thence North 89 degrees 51 minutes 38 seconds West, along said south line This instrument was acknowledged before me on _____ by Brian Wodele, Licensed Land Surveyor, and along the south line of said CAMPBELLS ADDITION, a distance of 104.73 feet to the point of beginning. Minnesota License Number 46559. Has caused the same to be surveyed and platted as MAIN MARKET ADDITION, and does hereby dedicate to the public for public use the drainage and utility easements as created herewith. Notary Public, _____ County, Minnesota In witness whereof said City of Wabasha, a municipal corporation, has caused these presents to be signed by its proper officers My Commission Expires: ______ this _____, 202_. Signed: City of Wabasha CITY COUNCIL, CITY OF WABASHA, MINNESOTA This Plat of MAIN MARKET ADDITION was approved and accepted by the City Council of the City of Wabasha, Minnesota at a regular Wendy S. Busch, Clerk Emily C. U. Durand, Mayor meeting thereof held this ____ day of_______, 202_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03. STATE OF _____, COUNTY OF_____ By: _______ Wendy S. Busch, Clerk This instrument was acknowledged before me on ______ by Emily C. U. Durand, Mayor, and Wendy S. Busch, Clerk, of the City of Wabasha, a municipal corporation, on behalf of the corporation. COUNTY SURVEYOR Signature I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, and Wabasha County Ordinance No. 7, this Notary Public, _____ County, Minnesota plat has been reviewed by a land surveyor not affiliated with the County Surveyor this ____ day of _____, 202_. My Commission Expires ______ Marcus S. Johnson, Wabasha County Surveyor Minnesota License No. 47460 COUNTY AUDITOR/TREASURER, WABASHA COUNTY, MINNESOTA Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 202_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _______, 202_. Roxanne Halverson, Wabasha County Auditor/Treasurer COUNTY RECORDER, COUNTY OF WABASHA, STATE OF MINNESOTA I hereby certify that this plat of MAIN MARKET ADDITION was filed in the office of the County Recorder for public record on this ____ day of ____, 202_, at ___o'clock ___.M. and was duly filed as Document No. ______. Rachel E. Griebling, Wabasha County Recorder OCHSNER'S SUBDIVISION VICINITY MAP Not to Scale _ 978.99 South line of CAMPBELL'S ADDITION S89°51'38"E 104.73 N89°51'38"W —Most southerly corner └─South line □ — Southwest corner S.28, T.111N, R.10W CAMPBELLS ADDITION of Main Street South line— OCHSNER'S SUBDIVISION LEGEND MARKET STREET O SET 1"x18" IRON PIPE WITH PLASTIC CAP BEARING S.28, T.111N, R.10W LAND SURVEYOR LICENSE NUMBER 46559. The bearings shown hereon are based on JOHNSON & SCOFIELD INC. EXISTING FOUND IRON MONUMENT. the Wabasha County Coordinate System, DENOTES WABASHA COUNTY P.L.S. CORNER POSITION. NAD83, 1996 adjustment (HARN). SURVEYING AND ENGINEERING 4240 West 5th Street, Winona, MN 55987 (507)454-4134, FAX(507)454-2544 1"=20' brianw@jslsmail.com Scale in Feet

Proposed Public Ingress and Egress Easement Description:

That part of Lot 53, CAMPBELLS ADDITION, and that part of Main Street, as platted and dedicated in OCHSNER'S SUBDIVISION, according to the plats thereof on file in the Office of the County Recorder, Wabasha County, Minnesota, described as follows:

Commencing at the southwest corner of Section 28, Township 111 North, Range 10 West, Wabasha County, Minnesota; thence South 89 degrees 51 minutes 38 seconds East, oriented with the Wabasha County Coordinate System, NAD83, 1996 adjustment HARN, along the south line of said CAMPBELLS ADDITION, a distance of 978.99 feet to the intersection with the centerline of the alley adjoining Lot 53 and 62 of said CAMPBELLS ADDITION; thence North 57 degrees 22 minutes 31 seconds West, along said centerline, a distance of 259.01 feet; thence North 32 degrees 58 minutes 10 seconds East, a distance of 10.00 feet to the southwesterly line of said Lot 53, being the point of beginning of the land to be described; thence North 57 degrees 22 minutes 31 seconds West, along said southwesterly line, a distance of 35.00 feet to the most southerly corner of the Westerly 175 feet of the Easterly 485 feet of said Lot 53; thence North 32 degrees 58 minutes 10 seconds East, along the southeasterly line of the Westerly 175 feet of the Easterly 485 feet of said Lot 53, a distance of 53.17 feet to the intersection with the southwesterly line of Main Street, as platted and dedicated in said OCHSNER'S SUBDIVISION; thence continue North 32 degrees 58 minutes 10 seconds East, a distance of 9.50 feet; thence South 57 degrees 20 minutes 54 seconds East, a distance of 35.00 feet to the intersection with a line bearing North 32 degrees 58 minutes 10 seconds East from the point of beginning; thence South 32 degrees 58 minutes 10 seconds West, a distance of 62.66 feet to the point of beginning.

City Council Regular 13.

Meeting Date: 05/06/2025

ITEM TITLE: Appointment to fill vacancy on Police Commission

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

An application was received by Jeff Wallerich for the Police Commission vacancy.

ACTION REQUIRED:

Motion to approve the appointment.

City Council Regular 14.

Meeting Date: 05/06/2025
ITEM TITLE: May Warrants
DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Review and approve the May warrants.

Attachments

May Warrants

CITY OF WABASHA COUNCIL PAYABLES

	PROG Descr	Search Name	Account Descr	Amount	Comments
		MN DEPARTMENT OF REVENUE	G 100-20400 Sales Tax	\$33.00	General Fund Sales Tax: 1Q 2025
		MN DEPARTMENT OF REVENUE	G 800-20400 Sales Tax	\$383.00	Utilities sales tax paid to the Minnesota D
				\$416.00	-
Admin	istration				
	Administration	VISA	E 100-410-41500-308 Continuing Ed	\$20.00	SAFETY & LOSS WORKSHOP
	Administration	TASC	E 100-410-41500-311 Contractor Fees	\$578.10	COBRA & RETIREE FEES
	Administration	RITEWAY BUSINESS FORMS	E 100-410-41500-350 Printing and Binding	\$360.79	CHECKS
	Administration	BANYON DATA SYSTEMS INC	E 100-410-41500-433 Dues and Subscriptions		FUND SUPPORT & NEPTUNE 360
	Administration	WABASHA COUNTY	E 100-410-41500-433 Dues and Subscriptions	\$40.00	LISA & JESS NOTARY COUNTY REGISTRA
	Administration	WABASHA COUNTY	E 100-410-41500-433 Dues and Subscriptions	\$20.00	SPRINGER NOTARY COMMISSION
	Administration	Wabasha County	E 100-410-41500-433 Dues and Subscriptions	\$20.00	BRUCE NOTARY COMMISSION
Admin	istration			\$1,928.89	-
Ambul	ance				
	Ambulance	BOUND TREE MEDICAL, LLC	E 100-420-42500-217 Medical Supplies	\$47.90	MEDICAL SUPPLIES
	Ambulance	BOUND TREE MEDICAL, LLC	E 100-420-42500-217 Medical Supplies	\$420.99	MEDICAL SUPPLIES
	Ambulance	BOUND TREE MEDICAL, LLC	E 100-420-42500-217 Medical Supplies	\$101.83	MEDICAL SUPPLIES
	Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$22.33	TACT_HALO
	Ambulance	GUNDERSEN ST ELIZ HOSP & CLINIC	E 100-420-42500-217 Medical Supplies	\$27.90	IV CONNECTORS
	Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$158.18	MEDICAL SUPPLIES
	Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$207.44	MEDICAL SUPPLIES
	Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$543.75	MEDICAL SUPPLIES
	Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$106.88	MEDICAL SUPPLIES
	Ambulance	LIFE-ASSIST, INC	E 100-420-42500-217 Medical Supplies	\$316.83	MEDICAL SUPPLIES
	Ambulance	VISA	E 100-420-42500-219 General Supplies	\$72.27	OFFICE SUPPLIES
	Ambulance	STRYKER SALES CORPORATION	E 100-420-42500-221 Equipment Maintenance/Parts	\$157.84	POWERLOAD REPAIRS
	Ambulance	STRYKER SALES CORPORATION	E 100-420-42500-221 Equipment Maintenance/Parts	\$629.22	LUCAS PARTS
	Ambulance	STRYKER SALES CORPORATION	E 100-420-42500-221 Equipment Maintenance/Parts	\$629.22	LUCAS PARTS
	Ambulance	STRYKER SALES CORPORATION	E 100-420-42500-221 Equipment Maintenance/Parts	\$1,910.00	PROCARE SERVICES
	Ambulance	VISA	E 100-420-42500-350 Printing and Binding	\$30.00	EMS MEMBERSHIP
	Ambulance	VISA	E 100-420-42500-388 Lodging	\$286.65	AMERICINN
	Ambulance	SHRED-IT	E 100-420-42500-409 Maintenance Agreements	\$269.01	STERISAFE OSHA & HIPPA COMPLIANCE
	Ambulance	SHRED-IT	E 100-420-42500-409 Maintenance Agreements	\$269.01	SUBSCRIPTION
	Ambulance	VISA	E 100-420-42500-414 Vehicle Maintenance	\$33.97	VEHICLE CLEANING KIT
	Ambulance	VISA	E 100-420-42500-433 Dues and Subscriptions	\$68.00	PIONEER PRESS SUBSCRIPTOINS

PROG Descr	Search Name	Account Descr	Amount	Comments
Ambulance			\$6,309.22	-
Debt Service Funds				
Debt Service Funds	TAFT	E 384-470-47000-317 Consultant Fees	\$6,500.00	TIFF 9 APARTMENTS
Debt Service Funds	TERRACON CONSULTANTS INC	E 384-470-47000-317 Consultant Fees	\$3,164.31	Apartment Complex TIF
Debt Service Funds	TERRACON CONSULTANTS INC	E 384-470-47000-317 Consultant Fees	\$6,132.85	Apartment Complex TIF
Debt Service Funds	TERRACON CONSULTANTS INC	E 384-470-47000-317 Consultant Fees	-\$3,164.31	Apartment Complex TIF
Debt Service Funds		_	\$12,632.85	<u>.</u>
Emergency Management				
Emergency Management	BOLTON AND MENK INC	E 502-420-42400-472 Grants/Donations	\$950.00	SWC Resiliancy Grant
Emergency Management		_	\$950.00	<u>.</u>
Engineering				
Engineering	CONSTRUCTION MANAGEMENT SER	E 100-410-41300-315 Building Inspector Fees	\$494.00	FEBRUARY FEES
Engineering			\$494.00	-
Fire Protection				
Fire Protection	FIRE SAFETY USA	E 100-420-42200-221 Equipment Maintenance/Parts	\$64.95	CHANNEL LOCK & 1 RESCUE TOOL
Fire Protection	CLAREY S SAFETY EQUIPMENT INC	E 100-420-42200-221 Equipment Maintenance/Parts	\$1,635.00	FACEPIECE KEVLAR
Fire Protection	ALLSTATE PETERBILT OF WINONA	E 100-420-42200-221 Equipment Maintenance/Parts	\$1,800.47	TRUCK REPAIRS
Fire Protection	FIRE SAFETY USA	E 100-420-42200-221 Equipment Maintenance/Parts	\$930.70	TRUCK SUPPLIES
Fire Protection	JESSE VOLD	E 100-420-42200-308 Continuing Ed	\$1,039.21	FIRE TRAINING
Fire Protection	MN STATE FIRE CHIEFS ASSN.	E 100-420-42200-308 Continuing Ed	\$285.00	DULUTH CONFRENCE FOTOS REGISTRAT
Fire Protection	XCEL ENERGY	E 100-420-42200-381 Electric/Gas Utility	\$1.09	FIRE SIREN
Fire Protection	XCEL ENERGY	E 100-420-42200-381 Electric/Gas Utility	\$1.05	FIRE SIREN
Fire Protection	WABASHA RUBBISH REMOVAL	E 100-420-42200-384 Refuse Disposal	\$355.18	ROLL OFF
Fire Protection	FIRE SAFETY USA	E 100-420-42200-581 Uniforms	\$448.70	HELMET LIGHT & BRACKET
Fire Protection	FIRE SAFETY USA	E 100-420-42200-581 Uniforms	\$118.70	FACE SHEILDS
Fire Protection	OWA ARCHITECTS LLC	E 501-420-42200-500 CAPITAL OUTLAY	\$2,525.25	ARTICHET SERVICES
Fire Protection		_	\$9,205.30	
General Govt Bldg City Hall				
General Govt Bldg City Hall	VISA	E 100-410-41900-200 Office Supplies	\$111.95	OFFICE PRODUCTS
General Govt Bldg City Hall	VISA	E 100-410-41900-200 Office Supplies	\$26.61	PAPER TOWELS
General Govt Bldg City Hall	VISA	E 100-410-41900-200 Office Supplies	\$35.99	COFFEE
General Govt Bldg City Hall	VISA	E 100-410-41900-200 Office Supplies	\$279.99	EPSON WORKFORCE
General Govt Bldg City Hall	VISA	E 100-410-41900-200 Office Supplies	\$40.92	RUBBER BANDS & LAPTOP STAND
General Govt Bldg City Hall		E 100-410-41900-413 Office Equipment Rent	\$648.68	COPIER CONTRACT
General Govt Bldg City Hall		E 100-410-41900-433 Dues and Subscriptions	\$25.00	POINTS PROGRAM
General Govt Bldg City Hall		E 100-410-41900-433 Dues and Subscriptions	\$21.46	ADOBE SUBSCRIPTION
General Govt Bldg City Hall	VISA	E 100-410-41900-433 Dues and Subscriptions	\$168.30	ATV STICKERS

General Govt Bldg City Hall Library Library E. O. JOHNSON COMPANY E 211-471-47100-200 Office Supplies Library E. O. JOHNSON COMPANY E 211-471-47100-200 Office Supplies S37.00 COPIES CONTRACT LEASE Library E. O. JOHNSON COMPANY E 211-471-47100-200 Office Supplies S37.00 COPIES CONTRACT LEASE Library E. O. JOHNSON COMPANY E 211-471-47100-200 Office Supplies S37.00 COPIES CONTRACT LEASE Library HILLS HARDWARE HANK E 211-471-47100-201 Processing Supplies S4.98 SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$173.06 PROCESSING SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$131.36 7630535	PROG Descr	Search Name	Account Descr	Amount	Comments
Library E. O. JOHNSON COMPANY E 211-471-47100-200 Office Supplies \$91.22 COPIES CONTRACT LEASE Library E. O. JOHNSON COMPANY E 211-471-47100-200 Office Supplies \$37.00 COPIES CONTRACT LEASE Library E. O. JOHNSON COMPANY E 211-471-47100-200 Office Supplies \$37.00 COPIES CONTRACT LEASE Library HILLS HARDWARE HANK E 211-471-47100-201 Processing Supplies \$4.98 SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$173.06 PROCESSING SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$131.36 7630535	General Govt Bldg City Hall		_		-
Library E. O. JOHNSON COMPANY E 211-471-00-200 Office Supplies \$37.00 COPIES CONTRACT LEASE Library E. O. JOHNSON COMPANY E 211-471-00-200 Office Supplies \$37.00 COPIES CONTRACT LEASE Library HILLS HARDWARE HANK E 211-471-47100-201 Processing Supplies \$4.98 SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$173.06 PROCESSING SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$131.36 7630535	Library				
Library E. O. JOHNSON COMPANY E 211-471-00-200 Office Supplies \$37.00 COPIES CONTRACT LEASE Library E. O. JOHNSON COMPANY E 211-471-00-200 Office Supplies \$37.00 COPIES CONTRACT LEASE Library HILLS HARDWARE HANK E 211-471-47100-201 Processing Supplies \$4.98 SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$173.06 PROCESSING SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$131.36 7630535	Library	E. O. JOHNSON COMPANY	E 211-471-47100-200 Office Supplies	\$91.22	COPIES CONTRACT LEASE
Library E. O. JOHNSON COMPANY E 211-471-00-200 Office Supplies \$37.00 COPIES CONTRACT LEASE Library HILLS HARDWARE HANK E 211-471-00-201 Processing Supplies \$4.98 SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$173.06 PROCESSING SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$131.36 7630535	Library			\$37.00	COPIES CONTRACT LEASE
Library DEMCO INC E 211-471-47100-201 Processing Supplies \$173.06 PROCESSING SUPPLIES Library DEMCO INC E 211-471-47100-201 Processing Supplies \$131.36 7630535	Library	E. O. JOHNSON COMPANY	E 211-471-47100-200 Office Supplies	\$37.00	COPIES CONTRACT LEASE
Library DEMCO INC E 211-471-47100-201 Processing Supplies \$131.36 7630535	Library	HILLS HARDWARE HANK	E 211-471-47100-201 Processing Supplies	\$4.98	SUPPLIES
	Library	DEMCO INC	E 211-471-47100-201 Processing Supplies	\$173.06	PROCESSING SUPPLIES
	Library	DEMCO INC	E 211-471-47100-201 Processing Supplies	\$131.36	7630535
Library VISA E 211-471-47100-201 Processing Supplies \$95.45 PROCESSING SUPPLIES	Library	VISA	E 211-471-47100-201 Processing Supplies	\$95.45	PROCESSING SUPPLIES
Library SELCO E 211-471-47100-323 Other Communicaton/Library \$455.85 COMMUNITY SUPPORT	Library	SELCO	E 211-471-47100-323 Other Communicaton/Library	\$455.85	COMMUNITY SUPPORT
Library CLEARWAY COMMUNITY SOLAR LLC E 211-471-47100-380 Utility Service \$260.13 LIBRARY SOLAR	Library	CLEARWAY COMMUNITY SOLAR LLC	E 211-471-47100-380 Utility Service	\$260.13	LIBRARY SOLAR
Library WABASHA RUBBISH REMOVAL E 211-471-47100-401 Building Contract Maintenance \$64.35 LIBRARY REFUSE COLLECTIONS	Library	WABASHA RUBBISH REMOVAL	E 211-471-47100-401 Building Contract Maintenance	\$64.35	LIBRARY REFUSE COLLECTIONS
Library MARY EVERS E 211-471-47100-401 Building Contract Maintenance \$500.00 LIBRARY CLEANING - MARCH	Library	MARY EVERS	E 211-471-47100-401 Building Contract Maintenance	\$500.00	LIBRARY CLEANING - MARCH
Library CINTAS E 211-471-47100-401 Building Contract Maintenance \$71.06 RUG SERVICES	Library	CINTAS	E 211-471-47100-401 Building Contract Maintenance	\$71.06	RUG SERVICES
Library E.O. JOHNSON CO. INC. E 211-471-47100-413 Office Equipment Rent \$111.00 STANDARD PAYMENT	Library	E.O. JOHNSON CO. INC.	E 211-471-47100-413 Office Equipment Rent	\$111.00	STANDARD PAYMENT
Library PLAYAWAY PRODUCTS E 211-471-47100-590 Books \$872.00 DIFFERENCE IN INVOICES 490768,49079	Library	PLAYAWAY PRODUCTS	E 211-471-47100-590 Books	\$872.00	DIFFERENCE IN INVOICES 490768,49079
Library BAKER & TAYLOR BOOKS E 211-471-47100-590 Books \$224.82 BOOKS	Library	BAKER & TAYLOR BOOKS	E 211-471-47100-590 Books	\$224.82	BOOKS
Library BAKER & TAYLOR BOOKS E 211-471-47100-590 Books \$478.31 BOOKS	Library	BAKER & TAYLOR BOOKS	E 211-471-47100-590 Books	\$478.31	BOOKS
Library BAKER & TAYLOR BOOKS E 211-471-47100-590 Books \$223.85 BOOKS	Library	BAKER & TAYLOR BOOKS	E 211-471-47100-590 Books	\$223.85	BOOKS
Library REGENTS OF THE UNIV OF MN E 211-471-47100-590 Books \$7.80 SUBSCRIPTIONS	Library	REGENTS OF THE UNIV OF MN	E 211-471-47100-590 Books	\$7.80	SUBSCRIPTIONS
Library VISA E 211-471-47100-590 Books \$354.93 BOOKS	Library	VISA	E 211-471-47100-590 Books	\$354.93	BOOKS
Library BLACKSTONE PUBLISHING E 211-471-47100-590 Books \$181.69 BOOKS	Library	BLACKSTONE PUBLISHING	E 211-471-47100-590 Books	\$181.69	BOOKS
Library BLACKSTONE PUBLISHING E 211-471-47100-590 Books \$35.99 BOOKS - LESS CM318588	Library	BLACKSTONE PUBLISHING	E 211-471-47100-590 Books	\$35.99	BOOKS - LESS CM318588
Library CENGAGE LEARNING E 211-471-47100-590 Books \$179.32 BOOKS & SUBSCRIPTIONS	Library	CENGAGE LEARNING	E 211-471-47100-590 Books	\$179.32	BOOKS & SUBSCRIPTIONS
Library CENGAGE LEARNING E 211-471-47100-590 Books \$38.99 BOOKS & SUBSCRIPTIONS	Library	CENGAGE LEARNING	E 211-471-47100-590 Books	\$38.99	BOOKS & SUBSCRIPTIONS
Library PLAYAWAY PRODUCTS E 211-471-47100-590 Books \$76.49 BOOKS	Library	PLAYAWAY PRODUCTS	E 211-471-47100-590 Books	\$76.49	BOOKS
Library QUILTING ARTS MAGAZINE E 211-471-47100-590 Books \$49.95 SUBSCRIPTION	Library	QUILTING ARTS MAGAZINE	E 211-471-47100-590 Books	\$49.95	SUBSCRIPTION
Library \$4,756.60	Library			\$4,756.60	-
Library - Unrestricted Gifts	Library - Unrestricted Gifts				
Library - Unrestricted Gifts VISA E 221-471-47200-443 Programs/Library \$326.01 GIFT FUND PROGRAMS	Library - Unrestricted Gifts	VISA	E 221-471-47200-443 Programs/Library	\$326.01	GIFT FUND PROGRAMS
Library - Unrestricted Gifts WABASHA FRESH MARKET E 221-471-47200-443 Programs/Library \$26.17 GIFT PROGRAM SUPPLEIS	Library - Unrestricted Gifts	WABASHA FRESH MARKET	E 221-471-47200-443 Programs/Library	\$26.17	GIFT PROGRAM SUPPLEIS
Library - Unrestricted Gifts \$352.18	Library - Unrestricted Gifts		_	\$352.18	-
Mayor and Council	Mayor and Council				
Mayor and Council VISA E 100-410-41100-331 Travel Expense \$680.00 2025 ANNUAL CONFRENCE	Mayor and Council	VISA	E 100-410-41100-331 Travel Expense	\$680.00	2025 ANNUAL CONFRENCE
Mayor and Council AMERICAN SOLUTIONS FOR BUSINE E 100-410-41100-350 Printing and Binding \$708.98 TOWNSHIP POSTCARDS	•	AMERICAN SOLUTIONS FOR BUSINE	·	\$708.98	TOWNSHIP POSTCARDS
Mayor and Council PRIMADATA, LLC E 100-410-41100-350 Printing and Binding \$400.00 OPEN HOUSE POST CARDS - AMBULANCE				\$400.00	OPEN HOUSE POST CARDS - AMBULANCE
Mayor and Council MINNESOTA MAYORS ASSOCIATION E 100-410-41100-433 Dues and Subscriptions \$30.00 MAYOS DUES	•	•	-	\$30.00	MAYOS DUES
Mayor and Council \$1,818.98	Mayor and Council		·	\$1,818.98	

PROG Descr	Search Name	Account Descr	Amount	Comments
Miscellaneous				
Miscellaneous	J & M DISPLAYS, INC	E 100-490-45400-471 Fireworks	\$7,500.00	FIREWORKS DISPLAY
Miscellaneous	BIG BEAR PIZZARIA AND DELI	E 202-490-45400-430 Miscellaneous	\$417.05	School Pizza Party
Miscellaneous	BANK OF ALMA	E 202-490-45400-430 Miscellaneous		Loan Payoff
Miscellaneous	SEMMCHRA	E 502-490-45400-430 Miscellaneous		Passthrough to SEMMCHA per SWIFT rec
Miscellaneous	MOTOROLA SOLUTIONS INC	E 502-490-45400-478 Reception Center	\$7,417.84	RADIOS
Miscellaneous		_	\$68,087.34	<u>-</u>
Police Protection				
Police Protection	VISA	E 100-420-42100-221 Equipment Maintenance/Parts	\$32.01	LITHIUM BATTERIES
Police Protection	VISA	E 100-420-42100-308 Continuing Ed	\$40.00	LMC
Police Protection	WABASHA COUNTY	E 100-420-42100-412 Building Rent	\$1,102.50	CJC RENT MAY
Police Protection	GRAPHIC DESIGNS OF WINONA	E 100-420-42100-436 Insurance Deductible for Claim	\$323.00	PRODUCE/INSTALL GRAPHICS
Police Protection	STREICHER S	E 100-420-42100-581 Uniforms	\$102.97	POLO SHIRTS NAVY
Police Protection	VISA	E 100-420-42100-581 Uniforms	\$32.95	GUN HOLSTER
Police Protection	VISA	E 100-420-42100-581 Uniforms	\$201.60	UNIFORMS
Police Protection	VISA	E 100-420-42100-581 Uniforms	\$12.99	ALUMINUM SECTION ACCESSORY
Police Protection	VISA	E 100-420-42100-581 Uniforms	\$229.40	UNIFORMS
Police Protection		_	\$2,077.42	<u>.</u>
Pool				
Pool	VISA	E 100-450-45300-223 Building Maint/Repair Supplies	\$25.00	MASTERLOCK LOCK BOX
Pool	VISA	E 100-450-45300-223 Building Maint/Repair Supplies	\$31.97	MASTER LOCK
Pool			\$56.97	-
Port Authority & Dev. Agency				
Port Authority & Dev. Age	n ABDO ABDO EICK & MEYERS LLP	E 200-472-46500-301 Auditing and Accounting Serv.	\$5,000.00	Single Audit: Barge Terminal
Port Authority & Dev. Age	n BRAUN INTERTEC	E 200-472-46500-324 Highway 60 Reroute	\$2,485.00	Trunk Highway Realignment
Port Authority & Dev. Age	n CEDA	E 200-472-46500-444 Economic Development	\$13,395.00	2nd Quarter 2025 CEDA
Port Authority & Dev. Age	n TERRACON CONSULTANTS INC	E 200-472-46500-472 Grants/Donations	\$2,968.54	To be reimbursed by DEED Phase II Envir
Port Authority & Dev. Age	n TERRACON CONSULTANTS INC	E 200-472-46500-472 Grants/Donations	-\$2,968.54	To be reimbursed by DEED Phase II Envir
Port Authority & Dev. Agency		_	\$20,880.00	<u>.</u>
Public Works				
Public Works	VISA	E 100-430-43100-219 General Supplies	\$55.88	WIRELESS MOUSE & Keypad
Public Works	VISA	E 100-430-43100-219 General Supplies	\$36.22	AIR PURIFIER FILTERS
Public Works	VISA	E 100-430-43100-219 General Supplies	\$39.16	PENS
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219 General Supplies	\$27.30	WATER SERVICES
Public Works	WATER SYSTEMS COMPANY	E 100-430-43100-219 General Supplies	\$16.05	WATER SERVICES
Public Works	VISA	E 100-430-43100-221 Equipment Maintenance/Parts	\$892.78	BIG BERTHA ELEC VIBRATOR
Public Works	VISA	E 100-430-43100-221 Equipment Maintenance/Parts	\$470.33	SEAT COVERS LESS CREDITS
Public Works	MACQUEEN EQUIPMENT INC	E 100-430-43100-221 Equipment Maintenance/Parts	\$979.17	SCRAPER AND PELICAN TUBE PARTS

PROG Descr	Search Name	Account Descr	Amount	Comments
Public Works	UNIVERSAL TRUCK EQUIPMENT INC	E 100-430-43100-221 Equipment Maintenance/Parts	\$205.73	HR/LABOR CHARGES
Public Works	INTERSTATE BUILDING & SUPPLY	E 100-430-43100-223 Building Maint/Repair Supplies	\$1,397.27	HINGE WESTGAURD HLRHIS PRIME
Public Works	ROCHESTER SAND & GRAVEL	E 100-430-43100-224 Street Maintenance Materials	\$1,984.50	ASPHALT PLANT 77
Public Works	COMPASS MINERALS	E 100-430-43100-386 Snow Removal	\$2,608.64	TONS OF ROAD SALT
Public Works	COMPASS MINERALS	E 100-430-43100-386 Snow Removal	\$5,261.12	75 Tons of Road Salt
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$118.00	R27.01656.00 - FITZGERALD PARK
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07001.00 - CAMPGROUND LOT 1
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07002.00 - CAMPGROUND LOT 2
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07003.00 - CAMPGROUND LOT 3
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07008.00 - CAMPGROUND LOT 8
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07009.00 - CAMPGROUND LOT 9
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07010.00 - CAMPROUND LOT
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07011.00 - CAMPGROUND LOT 11
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07012.00 - CAMPGROUND LOT 12
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07013.00 - CAMPGROUND LOT 13
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07014.00 - CAMPGROUND LOT 14
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07015.00 - CAMPGROUND LOT 15
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07016.00 - CAMPGROUND LOT 16
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07017.00 - CAMPGROUND LOT 17
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07018.00 - CAMPGROUND LOT 18
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07019.00 - CAMPGROUND LOT 19
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07022.00 - CAMPGROUND LOT 22
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07023.00 - CAMPGROUND LOT 23
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07024.00 - CAMPGROUND LOT 24
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07025.00 - CAMPGROUND LOT 25
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07026.00 - CAMPGROUND LOT 26
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07027.00 - CAMPGROUND LOT 27
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07028.00 - CAMPGROUND LOT 28
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07037.00 - CAMPGROUND LOT 37
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07038.00 - CAMPGROUND LOT 38
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07039.00 - CAMPGROUND LOT 39
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07040.00 - CAMPGROUND LOT 40
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07041.00 - CAMPGROUND LOT 41
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07042.00 - CAMPGROUND LOT 42
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07043.00 - CAMPGROUND LOT 43
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07044.00 - CAMPGROUND LOT 44
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07045.00 - CAMPGROUND LOT 45
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07046.00 - CAMPGROUND LOT 46
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07048.00 - CAMPGROUND LOT 48
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07049.00 - CAMPGROUND LOT 49
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07050.00 - CAMPGROUND LOT 50

PROG Descr	Search Name	Account Descr	Amount	Comments
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07051.00 - CAMPGROUND LOT 51
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07053.00 - CAMPGROUND LOT 53
Public Works	WABASHA COUNTY AUDITOR/TREAS	E 100-430-43100-439 Taxes	\$68.00	R27.07054.00 - CAMPGROUND LOT 54
Public Works	VISA	E 100-430-43100-527 PARK MAINTENANCE	\$1,369.99	MAOLONE FLAG REPLACEMENT
Public Works	VISA	E 100-430-43100-581 Uniforms	\$725.84	PUBLIC WORKS UNIFORMS
Public Works	VISA	E 100-430-43100-583 Signs	\$53.68	SIGNS
Public Works	VISA	E 100-430-43100-583 Signs	\$20.93	SIGNS
Public Works	PEMBER COMPANIES INC	E 389-430-43100-311 Contractor Fees	\$58,331.40	2023 Street Project Pay App #14 Project
Public Works		-	\$77,177.99	
Sewer Department				
Sewer Department	VISA	E 810-500-49449-308 Continuing Ed	\$261.90	WASTEWATER SCHOOL LODGING
Sewer Department	PEMBER COMPANIES INC	E 810-500-49449-311 Contractor Fees	\$43,491.59	2023 Street Project Pay App #14 Project
Sewer Department	VISA	E 810-500-49449-331 Travel Expense	\$26.35	WASTEWATER SCHOOL
Sewer Department	VISA	E 810-500-49449-331 Travel Expense	\$20.87	WASTEWATER SCHOOLING
Sewer Department		_	\$43,800.71	
Water Department				
Water Department	VISA	E 800-500-49000-308 Continuing Ed	\$261.91	WASTEWATER SCHOOL LODGING
Water Department	PEMBER COMPANIES INC	E 800-500-49000-311 Contractor Fees	\$66,371.33	2023 Street Project Pay App #14 Project
Water Department	VISA	E 800-500-49000-331 Travel Expense	\$22.50	PARKING WASTEWATER SCHOOL
Water Department	VISA	E 800-500-49000-331 Travel Expense	\$12.34	WASTEWATER SCHOOLING
Water Department		-	\$66,668.08	
		-	\$318,971.43	

City Council Regular 15.

Meeting Date: 05/06/2025

ITEM TITLE: Gambling Applications

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Wabasha County Agricultural Fair Ass'n has applied for two gambling permits to be sent to the state.

- 1) Raffle with the date of July 30th
- 2) Raffle with the date of Aug 1st and 2nd

ACTION REQUIRED:

approve the applications for gambling with the concent agenda.

City Council Regular 9. 1.

Meeting Date: 05/06/2025

ITEM TITLE: Land Use Plan Amendment (Athletic Field and 911 Phelps) Public Hearing and 2nd Read

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

A public hearing was also held at the Planning Commission on March 11, 2025 which was notified in the paper at that time. However, the Planning Commission requested that we include Mosquito Field to the land use changes for Mixed Use. Staff agreed with that recommendation and as the change included additional property, we are required to hold an additional public hearing and notify residents of this change.

The public hearing will take place first and then potential adoption of the Comp Plan Update Resolution.

Please see the attached memo from City Planning Kristi Trisko.

Attachments

Staff Report and Resolution



Real People. Real Solutions.

MEMORANDUM

Date: April 23, 2025

To: Wabasha City Council

From: Kristi Trisko, Wabasha Consultant Planner

Subject: 2nd Read and Hearing 2025 - Land Use Plan Amendment (Athletic Field and 911 Phelps)

Meeting Date: May 6, 2025

Owner/Applicant: City of Wabasha

Location: 205 4th Grant, 208 and 306 Hiawatha Drive West

Zone: R-2 (Medium Density Residential)-Athletic Field & RC (Residential Conservancy)-

Mosquito Field

Land Use: Open Space and Commercial

Lots: R27.00403.00, R27.00656.00, R27.00655.00

Legal Descriptions: Approximately 18.7 Acres

R27.00403.00 – 205 4th Grant Blvd W.

Sect-29 Twp-111 Range-010 WABASHA (WABASHA CITY) Block-033 & BLOCKS 34, 35, 36 & 44 ATHLETIC FIELD PART OF SECT 29 & 32

R27.00656.00 – *306 Hiawatha Drive*

Sect-32 Twp-111 Range-010 SOUTH WABASHA Block-011 & BLKS 12, 13, 14 & WLY1/2 VAC WALNUT ST & 30' X 80' OF VAC 8TH ST ATHLETIC FIELD (NCP)

R27.00655.00 – 208 Hiawatha Drive

Sect-32 Twp-111 Range-010 SOUTH WABASHA Block-010 EX H/W, ATHLETIC FIELD



Figure 1 - Current Zoning

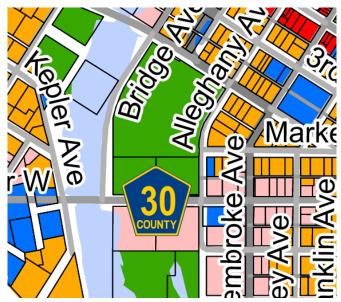


Figure 2 - Current Land Use

Proposed Land Use Plan Amendment: City staff recommend that the following parcels of land in the Land Use Plan be changed from *Open Space* to *Mixed Use*: 205 4th Grant, 208 and 306 Hiawatha Drive West. By amending the land use designations for these four (4) parcels, the parcels will align with the future proposed use of the site as an extension of Highway 60 along with residential and office, retail uses.

Hearings and Neighborhood Notices: This requested land use plan amendment was posted in the Wabasha County Herald on Tuesday, April 29, 2025, for Tuesday, May 6, 2025 for a public hearing at City Council.

A public hearing was also held at the Planning Commission on March 11, 2025 which was notified in the paper at that time. However, the Planning Commission requested that we include Mosquito Field to the land use changes for Mixed Use. Staff agreed with that recommendation and as the change included additional property, we are required to hold an additional public hearing and notify residents of this change.

Surrounding Land Uses: North and east of the athletic fields are single family homes. The Slough and open space and part is located west of the site and Hiawatha Drive and a commercial retail store is located to the south and the City's athletic field.

Staff Analysis:

The Athletic Field was moved in 2024 to the City owned properties south of City Hall to allow for the future reroute of Trunk Highway 60 through the old Athletic Field. As requested by the City's Engineer, Brian Malm, through the application process for various State and Federal grants for financial assistance to reroute TH60, we need to show that we are not displacing parkland. As the parkland technically left last year, we now need to take the next planning step in this process and amend the land use plan from Open Space to Mixed Use and show this change throughout the Comprehensive Plan. To remove the Athletic Field we needed to amend three (3) pages of the text. See attached and five (5) maps.

The text changes include a short paragraph on the relocation of TH60 in the Park Section, the removal of the athletic field GOAL to relocate it in the goals and policies of that section, and the additional land use designation of Mixed Use defined in the Land Use Section. See below.

Mixed Use: This land use designation allows for a versatile mix of uses within a single area such as; residential, office, institutional, retail, restaurants, and limited low intensity industrial uses. Mixed uses can foster a dynamic, livable urban area where people can live, work, and shop.

The four maps include: Eliminated the old Athletic Field sites from the Community Facilities Map, City Parks Map and Trails Map (additional park shown around City Hall). The Zoning Map was updated with the Phelps property rezone. The Land Use map updated the Athletic Field and Phelps Parcel to the proposed land use changes.

Preparation of Comprehensive Plan. It shall be the duty of the Planning Commission to prepare and recommend to the City Council for adoption a Comprehensive Plan for the physical development of the city as allowed and regulated under M.S. Ch. 462, as it may be amended from time to time. The Planning Commission shall periodically review the plan and recommend amendments to the City Council as allowed under state statute.

City Council: A Draft Resolution is attached for your review and decision.

CITY OF WABASHA RESOLUTION

A RESOLUTION APPROVING AMENDMENTS TO THE CITY OF WABASHA COMPREHENSIVE PLAN

WHEREAS, the Wabasha City Clerk and City Administrator, supported by the City Planner, have reviewed the existing comprehensive plan and made recommendations to update sections of the document and associated maps; and

WHEREAS, the Wabasha Planning Commission and City Council have reviewed recommendations by staff and identified seven (7) parcels that have recommended changes to their land use designations in the comprehensive plan; and

WHEREAS, the two projects include three (3) parcels that is a correction in land use from Commercial to Medium Density Residential at 909 and 911 Phelps Avenue and 924 Campbell Avenue to match and actual use of the parcels. The other project includes four (4) parcels that are part of the realignment of Highway 60 through Athletic Fields Park which will amend the land use designation from Open Space to Mixed Use for the future development of the area.

WHEREAS, a copy of the City Planner's staff report regarding the comprehensive plan amendments, including proposed language and land use map changes, is attached hereto and incorporated herein by reference as <u>Exhibit A and B</u>; and

WHEREAS, the Planning Commission conducted a public hearing on February 11, 2025 for the Phelps and Campbell Avenue properties amendment, and March 11, 2025 for the Athletic and Mosquito Field properties amendment, and allowed public testimony regarding the requested amendments; and

WHEREAS, all required notices regarding the Planning Commission public hearing were properly made; and

WHEREAS, the Planning Commission, at its meeting on February 11, 2025 and March 11, 2025, reviewed the amendments in accordance with City Code and State Statutes governing comprehensive plans; and

WHEREAS, the Planning Commission forwarded the proposed amendments to City Council recommending approval; and

WHEREAS, the City Council, at its meeting in April 4, 2025 and May 6, 2025, reviewed the amendments in accordance with City Code and State Statutes governing comprehensive plans

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WABASHA, MINNESOTA, based upon the record, testimony and evidence presented at said hearing, makes the following:

- 1. That the Wabasha City Council dated May 6, 2025, amends the City of Wabasha Comprehensive Plan to include:
 - i. A determination to amend the Land Use Plan for the following properties as described in Exhibit A:
 - 1. 909 and 911 Phelps Avenue and 924 Campbell Avenue from Commercial to Medium Density Residential
 - ii. A determination to amend the Land Use Plan for the following properties as described in Exhibit B:
 - 1. 205 4th Grant Boulevard W and 208 and 306 Hiawatha Drive from Open Space within the Athletic Field north of Hiawatha Drive to Mixed Use and for Mosquito Field located south of Hiawatha Drive from Commercial to Mixed Use
 - 2. The following Maps have been changed within the Comprehensive Plan that relocate the Athletic Field to the new site adjacent to City Hall.
 - a. Community Facilities, Map 5
 - b. City Parks, Map 11
 - c. City and Regional Trails, Map 12
 - d. Land Use Plan, Map 30
 - 3. A determination to add the following language to Section 5.0 is as follows:
 - a. Relocation of the Athletic Field- The TH 60/61 Traffic Study was initiated to address safety issues and truck traffic concerns in residential areas. An option considered in the study was developed to improve the flow of traffic on TH60 with a direct connection to Hiawatha Drive (Highway 30) with a street extension through the park. Given the new TH60 alignment that was developed, all the fields and courts were relocated to the city-owned properties directly south and west of City Hall between Hiawatha Drive and Pierce Avenue in 2024.
 - 4. Eliminated the completed goal and policy of relocating the Athletic Field:
 - a. Initiate a study to determine if the Athletic Field can be relocated to another site.
 - 5. A determination to add the following language to Section 8.0 to add the following land use designation to the Plan:
 - a. Mixed Use: This land use designation allows for a versatile mix of uses within a single area such as: residential, office, institutional, retail, restaurants, and limited low intensity industrial uses. Mixed uses can foster a dynamic, livable urban area where people can live, work, and shop.

Dated this	day of	, 2021.	
		Emily Durand Mayor	
		Wendy Busch Wabasha City Clerk	

EXHIBIT A

City Planner Staff Report – Phelps LUPA



Real People. Real Solutions.

MEMORANDUM

Date: January 29, 2025

To: Wabasha Planning Commission

From: Kristi Trisko, Wabasha Consultant Planner

Subject: Land Use Plan Amendment – Phelps, 9th, Campbell Block from Commercial to Medium

Density Residential

Meeting Date: February 11, 2025 Owner/Applicant: City of Wabasha

Location: 909 and 911 Phelps Avenue & 924 Campbell Avenue

Zone: R-2 & HC (HC requested to be downzoned to R-2 by owners)

Land Use: Residential

Lots: R27.00562.00, R27.00562.01, R27.00562.12

Legal Descriptions:

R27.00562.01 - 909 Phelps Avenue

Sect-30 Twp-111 Range-010 WABASHA (WABASHA CITY) Lot-002 Block-192; Approximately 0.21 acres.

R27.00562.00 - 911 Phelps Avenue

Sect-30 Twp-111 Range-010 WABASHA (WABASHA CITY) Lot-003 Block-192 & LOT 6 & NWLY1/2 OF LOT 7 & NLY1/2 OF WLY1/2 OF LOT 10; BLK 192; Approximately 0.58 acres.

R27.00562.12 - 924 Campbell Avenue

Sect-30 Twp-111 Range-010 WABASHA (WABASHA CITY) Lot-005 Block-192& SELY1/2 OF LOT 8 BLK 192; Approximately 0.31 acres.

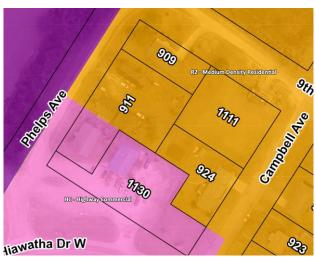


Figure 1 - Current Zoning

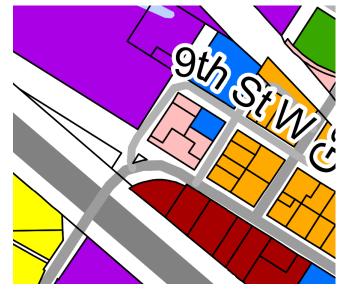


Figure 2 - Current Land Use

Proposed Land Use Plan Amendment: City staff recommend that the following parcels of land in the Land Use Plan be changed from *Commercial* to *Medium Density Residential*: 911 and 909 Phelps Avenue and 924 Campbell Avenue. By amending the land use designations for these three (3) parcels, the parcels will align with the single-family uses, residential zoning district, and continued future intended use of these parcels.

Hearings and Neighborhood Notices: This requested land use plan amendment was posted in the Wabasha County Herald on Tuesday, January 28, 2025, and all neighbors within 350' of the property were notified at least 10 days prior to the public hearing scheduled for Tuesday, February 11, 2025.

Surrounding Land Uses: North and east of the site are single family homes and the City's well site, along 9th Street, is an institutional use. South of the site is Eagle Valley Café, a commercial restaurant. The site is surrounded by Phelps Ave, 9th Street, and Hiawatha Drive. See the Surrounding Land Use Exhibit below.

Affected Homeowners Meeting/Thoughts: I reached out to all three homeowners to discuss their future plans and to determine if they had any conflicts with the land use plan amendment. None of the homeowners had any issues with the recommended LUPA. The Glomski's would like to potentially request a home occupation use in the future, but that would be allowed based on their zoning district as the land currently is zoned R-2. A land use plan amendment will not change a future home occupation use for them.



Figure 2 - Aerial - Land Uses of Site

Staff Analysis: The current Land Use Plan (Chapter 8 of the Comprehensive Plan, updated in 2021) designated this block as commercial except for the back northeast corner which is institutional for the City's well. However, as you can see from the aerial, the parcels surrounding the site have remained residential and are compatible with the continued residential uses along Campbell Avenue. The Army Corp owns the remaining parcels to the west. As their properties are redeveloped in the distant future, careful planning will be necessary to make sure that the existing homes will be compatible with future uses on their site. The proposed LUPA for this block from Commercial to Residential also aligns the zoning and current and future residential uses of this block. Furthermore, allowing the existing studio to be modified on the interior only, converting from a commercial studio to a residential unit, helps to reduce the housing needs outlined in the Housing Study.

It is the staff's opinion that the LUPA of the three (3) parcels located at 909 and 911 Phelps Avenue and 924 Campbell Avenue from commercial to medium density residential, located adjacent to other single-family uses are compatible with the current zoning pattern and uses within the block and with the surrounding blocks to the east. The City's well property at 1111 9th Street will remain institutional and the Eagle Valley Café at 1130 Hiawatha Drive will remain commercial. See Figure 4 below for the proposed LUPA exhibit.



Figure 4 - Staff Suggested Land Use Amendment

Preparation of Comprehensive Plan. It shall be the duty of the Planning Commission to prepare and recommend to the City Council for adoption a Comprehensive Plan for the physical development of the city as allowed and regulated under M.S. Ch. 462, as it may be amended from time to time. The Planning Commission shall periodically review the plan and recommend amendments to the City Council as allowed under state statute.

Sample Motion to Recommend Requested Changes

Whereas, the surrounding existing single family uses and R-2 zoning are compatible with the requested land use plan amendment and;

Whereas, Phelps Avenue and 9th Street are existing local roadways currently adjacent to single family uses, and have the existing city services to support medium density residential uses, and;

Whereas, the requested land use amendment will follow housing goals and policies within the Comprehensive Plan and address the housing demands as outlined in the "key findings" in the Wabasha Housing Study adopted in June, 2023.

NOW THEREFORE, The Planning Commission recommends to City Council that they review and approve an amendment of the Land Use Plan to change the land use designation from Commercial to Medium Density Residential for the following parcels: R27.00562.01, R27.00562.00, R27.00562.12.

Timing: As staff have other land use plan designation change and Comprehensive Plan updates to be made concerning the Athletic Field to be reviewed by the Planning Commission in March, we will hold this recommendation until all Comprehensive Plan changes are ready for City Council, most likely to be scheduled for their April meeting, if that is acceptable for the Planning Commission.

EXHIBIT B

City Planner Staff Report –Athletic and Mosquito Field LUPA



Real People. Real Solutions.

MEMORANDUM

Date: March 3, 2025

To: Wabasha Planning Commission

From: Kristi Trisko, Wabasha Consultant Planner Land Use Plan Amendment - Athletic Field Subject:

Meeting Date: March 11, 2025 Owner/Applicant: City of Wabasha

Location: 205 4th Grant, 208 and 306 Hiawatha Drive West

Zone: R-2 (Medium Density Residential)-Athletic Field & RC (Residential Conservancy)-

Mosquito Field

Land Use: Open Space and Commercial

Lots: R27.00403.00, R27.00656.00, R27.00655.00

Legal Descriptions: Approximately 18.7 Acres

R27.00403.00 - 205 4th Grant Blvd W.

Sect-29 Twp-111 Range-010 WABASHA (WABASHA CITY) Block-033 & BLOCKS 34, 35, 36 & 44 ATHLETIC FIELD PART OF SECT 29 & 32

R27.00656.00 – *306 Hiawatha Drive*

Sect-32 Twp-111 Range-010 SOUTH WABASHA Block-011 & BLKS 12, 13, 14 & WLY1/2 VAC WALNUT ST & 30' X 80' OF VAC 8TH ST ATHLETIC FIELD (NCP)

R27.00655.00 – *208 Hiawatha Drive*

Sect-32 Twp-111 Range-010 SOUTH WABASHA Block-010 EX H/W, ATHLETIC FIELD







Proposed Land Use Plan Amendment: City staff recommend that the following parcels of land in the Land Use Plan be changed from *Open Space* to *Mixed Use*: 205 4th Grant, 208 and 306 Hiawatha Drive West. By amending the land use designations for these four (4) parcels, the parcels will align with the future proposed use of the site as an extension of Highway 60 along with residential and office, retail uses.

Hearings and Neighborhood Notices: This requested land use plan amendment was posted in the Wabasha County Herald on Tuesday, February 25, 2025, for Tuesday, March 11, 2025.

Surrounding Land Uses: North and east of the athletic fields are single family homes. The Slough and open space and part is located west of the site and Hiawatha Drive and a commercial retail store is located to the south and the City's athletic field.

Staff Analysis:

The Athletic Field was moved in 2024 to the City owned properties south of City Hall to allow for the future reroute of Trunk Highway 60 through the old Athletic Field. As requested by the City's Engineer, Brian Malm, through the application process for various State and Federal grants for financial assistance to reroute TH60, we need to show that we are not displacing parkland. As the parkland technically left last year, we now need to take the next planning step in this process and amend the land use plan from Open Space to Mixed Use and show this change throughout the Comprehensive Plan. To remove the Athletic Field we needed to amend three (3) pages of the text. See attached and five (5) maps.

The text changes include a short paragraph on the relocation of TH60 in the Park Section, the removal of the athletic field GOAL to relocate it in the goals and policies of that section, and the additional land use designation of Mixed Use defined in the Land Use Section. See below.

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The four maps include: Eliminated the old Athletic Field sites from the Community Facilities Map, City Parks Map and Trails Map (additional park shown around City Hall). The Zoning Map was updated with the Phelps property rezone. The Land Use map updated the Athletic Field and Phelps Parcel to the proposed land use changes.

Preparation of Comprehensive Plan. It shall be the duty of the Planning Commission to prepare and recommend to the City Council for adoption a Comprehensive Plan for the physical development of the city as allowed and regulated under M.S. Ch. 462, as it may be amended from time to time. The Planning Commission shall periodically review the plan and recommend amendments to the City Council as allowed under state statute.

Sample Motion to <u>Recommend</u> Requested Changes

Whereas, the City intends to work with MnDot and Wabasha County to reroute Trunk Highway 60 through the City's old athletic field properties, and;

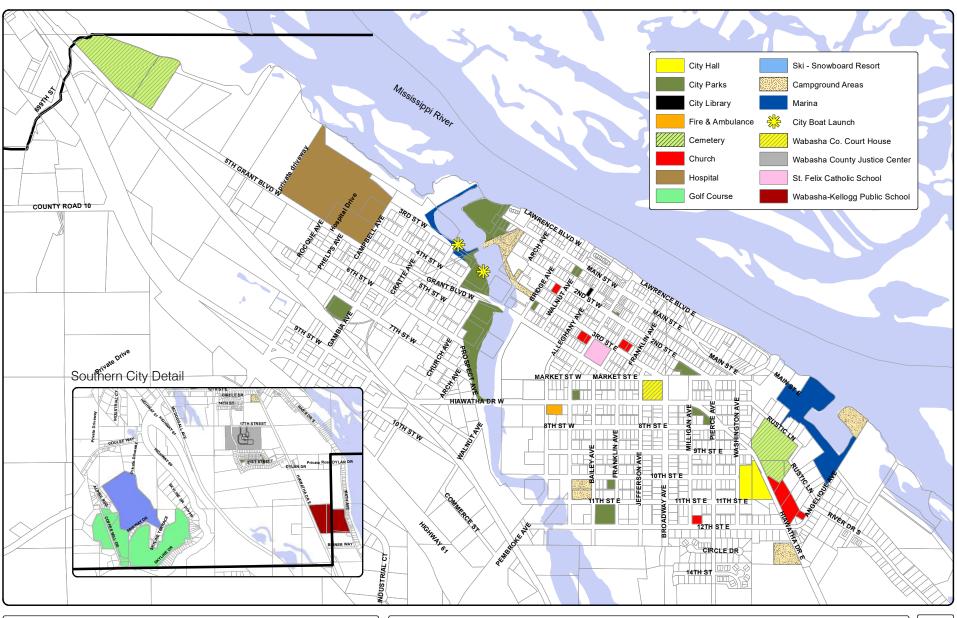
Whereas, the courts and fields at the old Athletic Field site were removed and/or replaced at city-owned parcels adjacent to City Hall in 2024, and;

Whereas, the requested land use amendment will promote the future goals and policies of redeveloping these parcels for the TH 60 reroute and other future development in the area; and

Whereas, the proposed uses will encourage compatibility with existing homes and create open, walkable spaces along the Slough, and better pedestrian connectivity through the site for all residents.

Pa	ge	:	3

NOW THEREFORE, The Planning Commission recommends to City Council that they review and approve an amendment of the Land Use Plan to change the land use designation from Open Space to Mixed Use Residential for the following parcels: R27.00403.00, R27.00656.00, R27.00655.00.





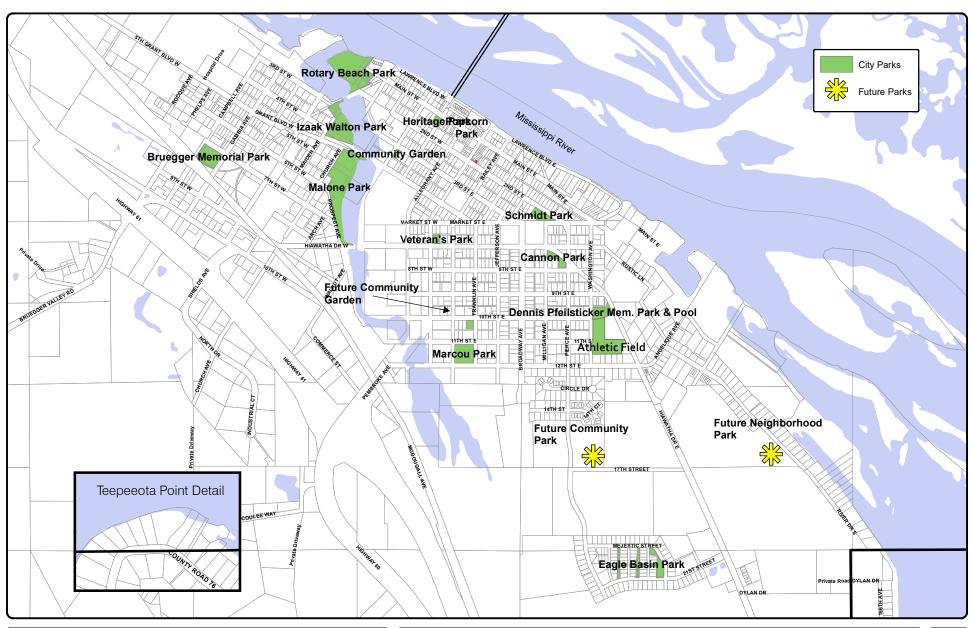
This information is for display purposes only and is not intended to substitute for site specific data.





Wabasha Comprehensive Plan

Community Facilities





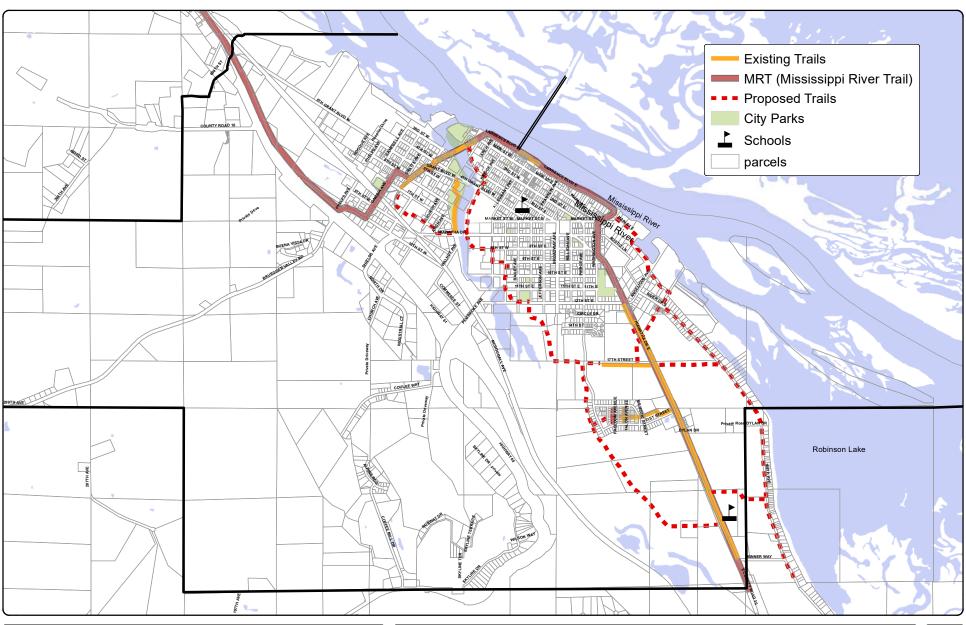
This information is for display purposes only and is not intended to substitute for site specific data.





Wabasha Comprehensive Plan

City Parks





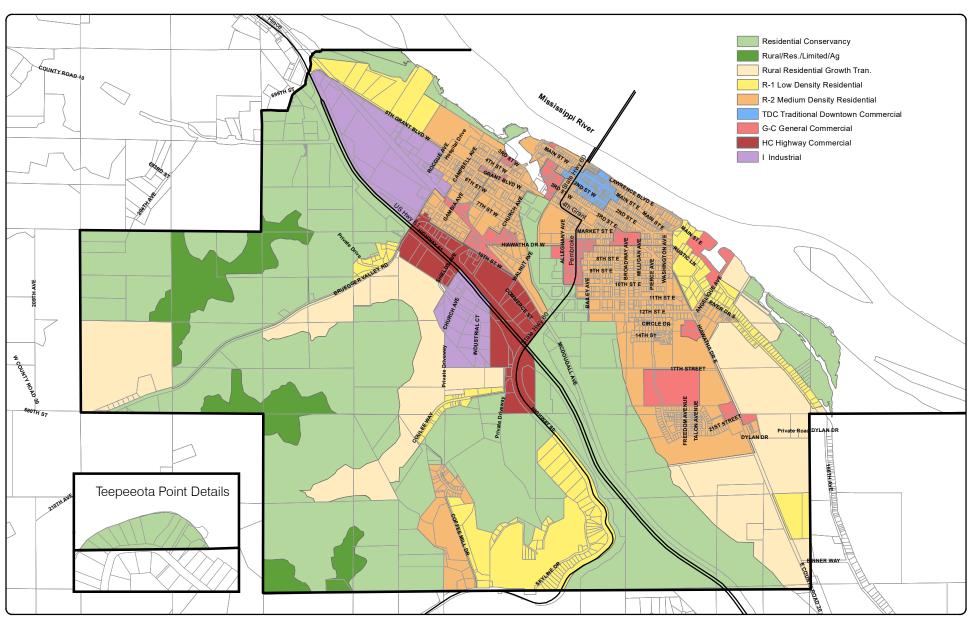
This information is for display purposes only and is not intended to substitute for site specific data.





Wabasha Comprehensive Plan

City & Regional Trails





This information is for display purposes only and is not intended to substitute for site specific data.



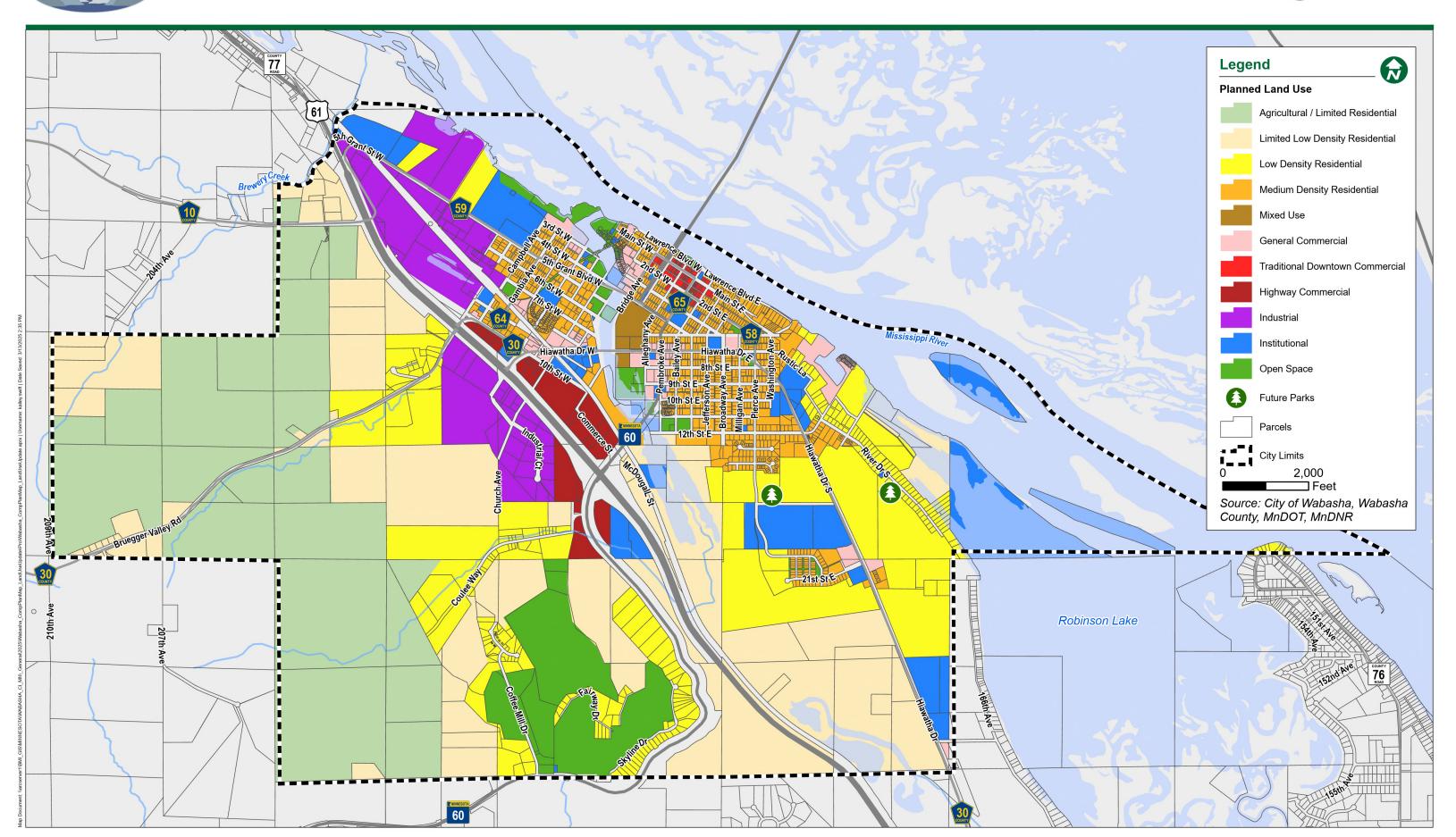


Wabasha Comprehensive Plan **Zoning**

WABASHA







City Council Regular 10. 1.

Meeting Date: 05/06/2025

ITEM TITLE: Status Report of Nuisance 918 Grant Blv W, 930 Grant Blvd W, 936 Grand Blv

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

At the February 4, 2025 Council Meeting, Council directed the City Administrator to provide a status report update at the May 6, 2025, meeting on the nuisance conditions at the above named property. Mr. Binner at that meeting committed to building a large fence around the perimeter of his property (936 and 930 Grant) and storing all items behind the fence. This requires he administratively combines his properties. He requested that the resolution declaring it a nuisance property be tabled until that time.

Sgt Wagoner and Administrator Gregerson visited the property at 10am. The fence is built off the alley. Lance is requesting not to admistratively combine the parcel and only build a fence approximately 8 feet into the vacant parcel at 936 Grant Boulevard. We will approve him to be able to do so. To date, in the next month, the fence needs to be completed and all the tractors and vehicles moved behind the fence.

City Council Regular 10. 2.

Meeting Date: 05/06/2025

ITEM TITLE: NEC/Lawrence Boulevard traffic flow and signage

DEPARTMENT: Administration

PURPOSE:

Discuss concerns about the current traffic flow and signage between Bailey Avenue, Pembroke Avenue and Big Jo Alley.

ITEM SUMMARY:

FROM BRIAN MALM-CITY ENGINEER: As requested, we prepared a cost estimate and traffic flow map to accommodate traffic flow modifications in the area of the Eagle Center. This is based on the discussion at the February Street Commission meeting.

The estimated cost to remove the bumpout along Pembroke Avenue at the Eagle Center is approximately \$32,000. See attached for a detailed estimate.

The purpose of removing the bumpout would be to allow for revised traffic flow as shown on the attached map. This change would allow for two-way traffic along Pembroke Avenue between Main Street and Lawrence Boulevard and along Lawrence Boulevard between Pembroke Avenue and Bailey Avenue.

The change would allow traffic traveling along Pembroke Avenue towards the river to take a left turn onto Big Jo Alley or continue to Lawrence Boulevard and take a right turn to drive along the river. It would also allow Eagle Center bus traffic to travel down Bailey Avenue, take a left turn along Lawrence Boulevard, then another left turn on Pembroke to park along the former law office building. This allows the buses to let passengers unload directly onto the sidewalk instead of into the street and avoids the need for buses to travel down Big Jo Alley.

This change would require the block of Lawrence Boulevard between Pembroke Avenue and Bailey Avenue to be posted with no parking signs, as the street is not wide enough to accommodate two-way traffic and parking.

FEBRUARY 4TH STREET COMMISSION MEETING AGENDA ITEM: We have changed the traffic flow/signage several times in this area, and the street commission decided to change back to the original flow after initially trying the upriver travel concept and signage changes. The reasons stated for the change was that the new flow (current day) was confusing for drivers, the DO NOT ENTER sign seems unwelcoming, and it directed bus traffic through residential neighborhoods. In an effort to help with construction in 2024, the traffic was reversed once again to accommodate buses for the NEC and due to safety concerns. The plan at the time was announced as temporary due to construction and would be put back to the other direction after construction. Since then, the National Eagle Center has presented information with why the current flow is safer for bus unload and the City's engineer citing information that the project was specifically designed for the one-way as it is presently. Commissioner Jewson has asked that the flow be changed back to its original direction downriver, correctly citing that it how it was approved at prior meetings by Street Commission, after extensive discussion. Meeting minutes included from approval to switch directions. Comments received included below and are attached as part of this agenda.

NEC: "We would like to continue to unload buses in the yellow unloading zone along Pembroke Ave. This allows room to have two buses shut down their engines and remain parked in this location for the duration of their visit rather than taking other parking spaces during their visit to Wabasha.

Unloading onto the curb/sidewalk is the preferred route rather than unloading onto the street. The current layout works well for the flow and safety of the bus traffic. Having the buses travel east on Bailey Ave and turn left onto Lawrence Blvd to follow upriver to connect with Pembroke Ave allows the safety of the passengers to unload onto the curb. If the traffic flow changes, then the buses will unload onto the street after parking facing east on Pembroke Ave in this same unloading zone. We are requesting that the traffic flow stay as it is currently being used with the unloading zone along Pembroke Ave with the buses parked along the curb facing West." Annette

Brian - City Engineer: "I agree with Annette. This is how the intersection of Pembroke/Big Jo Alley was designed and intended to work."

Commissioner Jay Jewson reached out to Tony Johnson with a request to have the signs switched back to the original direction as approved by the Street Commission. When they were switched during construction, Tony did not seek approval from the Commission due to the change being temporary. No additional input from the Street Commission would be needed because that would be following the original direction provided by the Commission.

City Administrator: It is clear that there are differences of opinions and other recommendations, so I would ask that this go in front of the Street Commission for final clarification.

COMMITTEE RECOMMENDATION:

Street Commission voted to table it until December 2025, to evaluate the bus traffic.

STAFF RECOMMENDATION:

The Street Commission and staff have asked the city council to weigh in on the traffic flow pattern around the NEC, Lawrence Boulevard East, and Bailey Avenue. Staff wants to do what's best for the safety of the public and pedestrians in and around these areas, at the same time saving construction costs when needed.

ACTION REQUIRED:

Street Commission was canceled due to lack of quorum. No action or discussion will take place on this item until April, as there is no meeting.

Attachments

Big Jo alley traffic map

Lawrence traffic flow map

Street Commission minutes

Public Comment Letter from Neighbor

Letter from Neighbor 210 Lawrence Blvd

Public Notification on Traffic Change 2022

Traffic Flow Map 2.26.2025

Preliminary Estimate for NEC-Pembroke Bumpout Removal

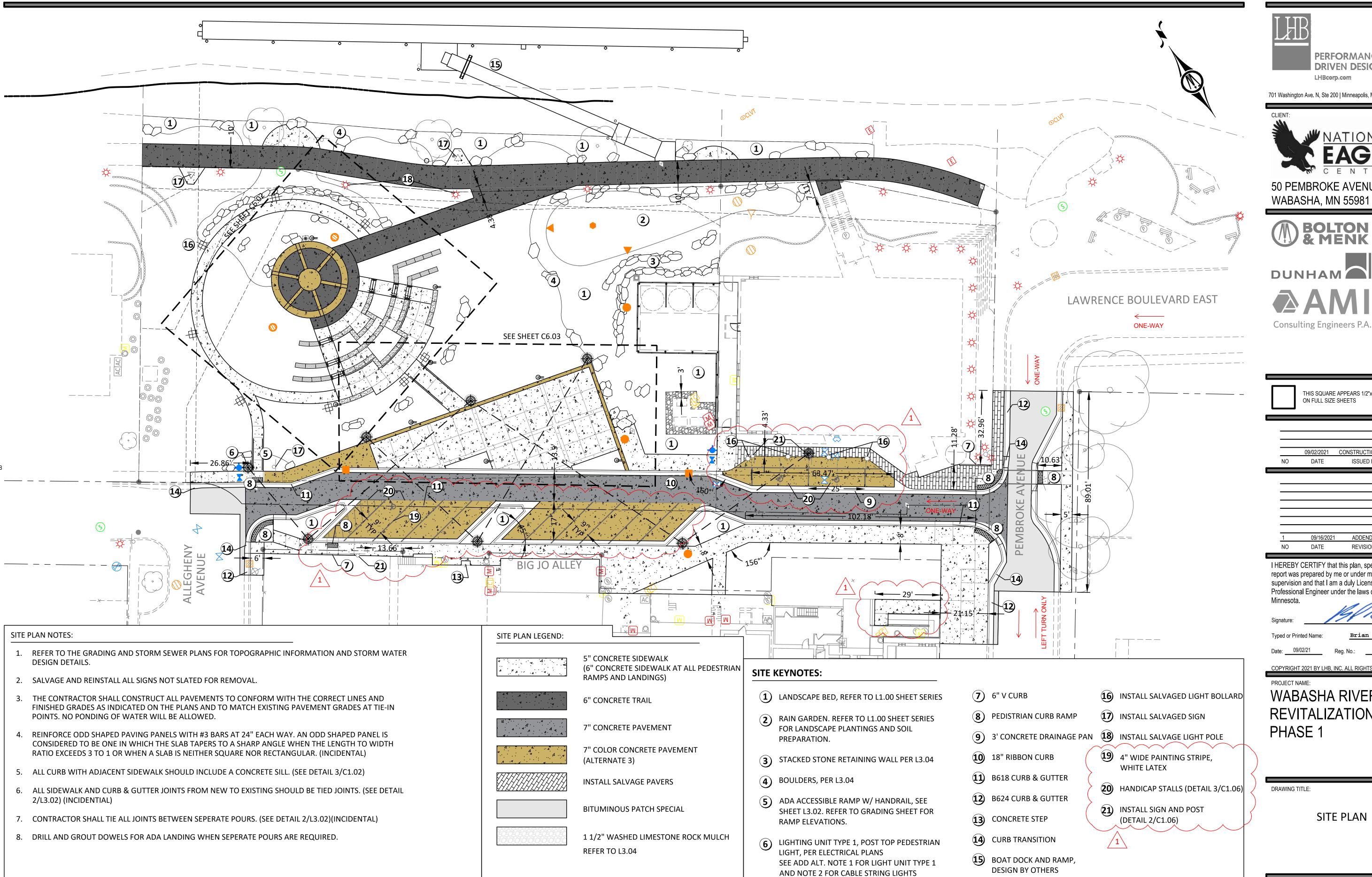
205 Main Street East

124 Lawrence Boulevard E

Suzanne Judith Peters

New traffic flow options

Big Jo Alley-Pembroke Turning Exhibit



PERFORMANCE DRIVEN DESIGN. LHBcorp.com

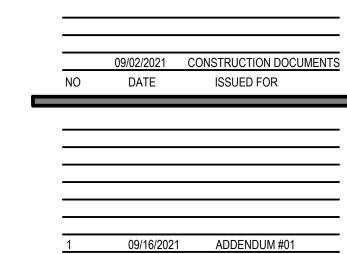
701 Washington Ave. N, Ste 200 | Minneapolis, MN 55401 | 612.338.2029

50 PEMBROKE AVENUE SOUTH WABASHA, MN 55981



ON FULL SIZE SHEETS

THIS SQUARE APPEARS 1/2"x1/2"



I HEREBY CERTIFY that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of

DATE

Typed or Printed Name:

Brian P. Malm, PE

REVISION

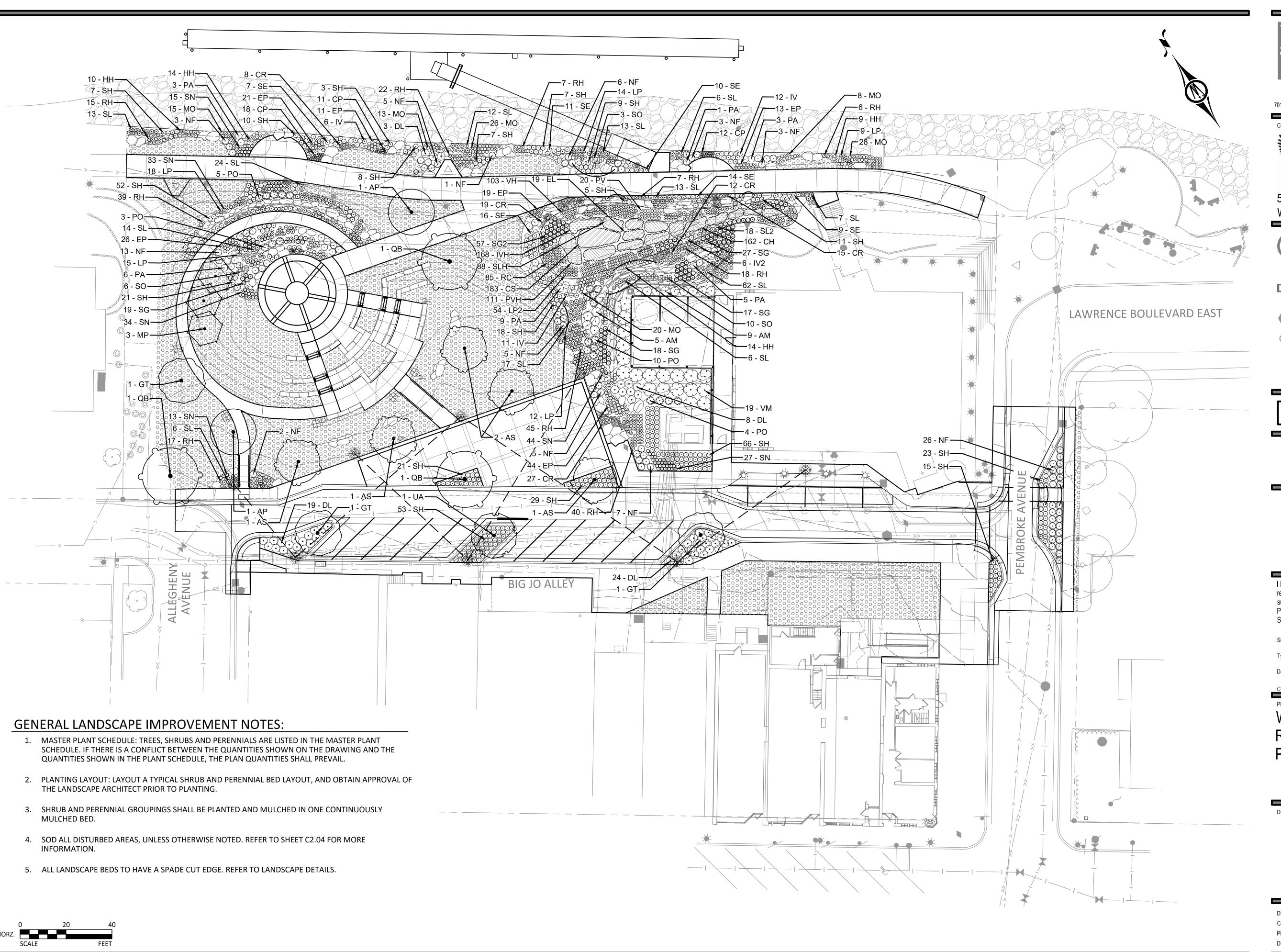
PROJECT NAME:

WABASHA RIVERFRONT **REVITALIZATION -**PHASE 1

DRAWING TITLE:

SITE PLAN

DRAWN BY: ARK/JDN CHECKED BY: BPM/SJK



PERFORMANCE DRIVEN DESIGN.
LHBcorp.com

701 Washington Ave. N, Ste 200 | Minneapolis, MN 55401 | 612.338.2029



50 PEMBROKE AVENUE SOUTH WABASHA, MN 55981



Consulting Engineers P.A.



09/02/2021 CONSTRUCTION DOCUMENTS
NO DATE ISSUED FOR

REVISION

I HEREBY CERTIFY that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Landscape Architect under the laws of the State of Minnesota.

DATE

Signature:

Typed or Printed Name: Sam Kessel

PYRIGHT 2021 BY LHB, INC. ALL RIGHTS RESERVE

PROJECT NAME:

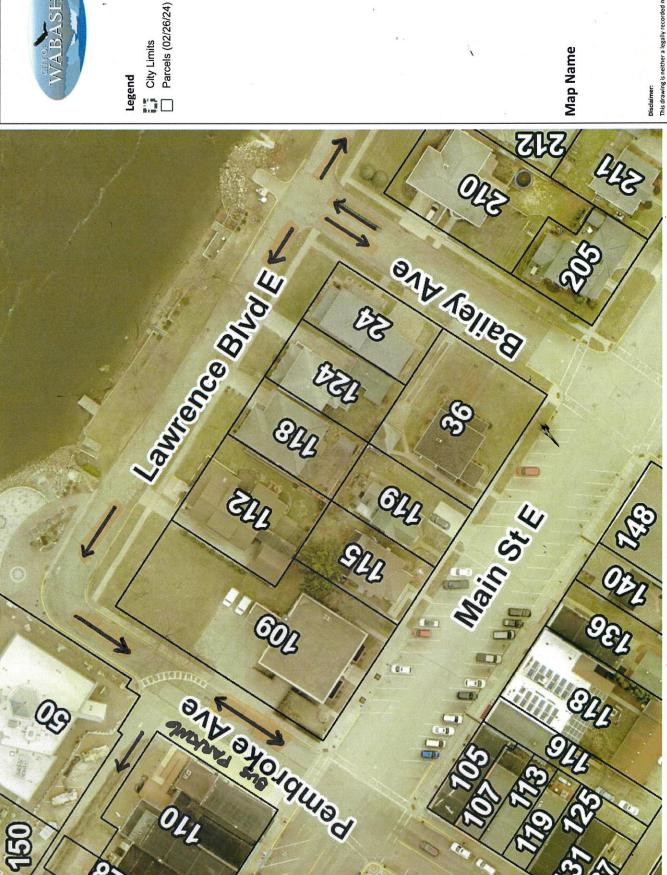
WABASHA RIVERFRONT REVITALIZATION -PHASE 1

DRAWING TITLE:

LANDSCAPE

DRAWN BY: A

CHECKED BY: BPM/SJK
PROJ. NO: 190151.02
DRAWING NO:





BOLTON & MENK

Real People. Real Solutions.

© Bolton & Menk, Inc - Web GIS 1/29/2025 9:43 AM 66 Feet



Street Commissioners:

Jay Jewson, Commissioner Jim Mathias, Commissioner Jeff Sulla, Commissioner & Council Representative Norm Tentis, Commissioner Brad Thimmesch, Commissioner

Staff:

Tony Johnson, Public Works Director Riley Costello, Assistant Public Works Director Lisa Springer, Office Manager

STREET COMMISSION MINUTES

Present: Norm Tentis, Commissioner; Jay Jewson, Commissioner; Jim Mathias, Commissioner

Absent: Brad Thimmesch, Commissioner; Jeff Sulla, Commissioner

Also Present: Tony Johnson, Public Works Director

Lisa Springer, Office Manager

Emily Durand, Mayor

1. Call to Order and Roll Call:

Meeting was called to order by Tony Johnson, Public Works Director at 8:33am

2. Public Comments:

There were no public comments

3. Changes or Additions to Agenda:

Moved by Commissioner Jim Mathias, seconded by Commissioner Norm Tentis to approve the addition of two items to the agenda: 5c.) McDougal Ave ditching and culvert and 6a.) Lawrence Blvd signage change request

AYE: Commissioner Jay Jewson, Commissioner Jim Mathias, Commissioner Norm

Tentis

Other: Commissioner Brad Thimmesch (ABSENT), Commissioner Jeff Sulla (ABSENT)

Adopted - Unanimously

4. Approval:

a. Minutes from 3-7-2023 Meeting

Moved by Commissioner Jay Jewson, seconded by Commissioner Jim Mathias to approve the minutes as drafted.

AYE: Commissioner Jay Jewson, Commissioner Jim Mathias, Commissioner Norm

Other: Commissioner Brad Thimmesch (ABSENT), Commissioner Jeff Sulla (ABSENT)

Adopted - Unanimously

b. Minutes from 4-4-2023 Meeting

Moved by Commissioner Jay Jewson, seconded by Commissioner Jim Mathias to approve the minutes as drafted.

AYE: Commissioner Jay Jewson, Commissioner Jim Mathias, Commissioner Norm

Tentis

Other: Commissioner Brad Thimmesch (ABSENT), Commissioner Jeff Sulla (ABSENT)

Adopted - Unanimously

5. General Business:

Lawrence Boulevard residential parking only signs a.

> Mayor Emily Durand gave context of the recent requests of "Residential Parking Only" signs on Lawrence Blvd to the alley and the block of Bailey Ave to Lawrence Blvd. With the narrow street, no curb, it being a bike trail, as well as one way traffic. The request for these signs has been recommended by City Planner Kristi Trisko and is just a temporary solution for a need to look at the broader parking demands in the downtown area. It is recognized that it can't be enforced, but hopefully it can deter the overflow of commercial parking in this residential area.

Moved by Commissioner Jim Mathias, seconded by Commissioner Norm Tentis

AYE: Commissioner Jim Mathias, Commissioner Norm Tentis

Other: Commissioner Brad Thimmesch (ABSENT), Commissioner Jay Jewson (ABSTAIN), Commissioner Jeff Sulla (ABSENT)

Adopted

b. Eagle Basin subdivision curb mud-jacking quote

Discussion on the Eagles Basin Subdivision curb has portions that are sunk and holding/puddling water and causing deterioration of the pavement where it puddles. Quote for repairs is \$7,500 and will come out of street maintenance budget. There is \$25,000 budgeted and this will leave \$17,500 remaining for the bike path & parking lot crack-sealing/seal coating/striping this summer. Motion to approve the expenditures in the problem areas as identified.

Moved by Commissioner Jay Jewson, seconded by Commissioner Jim Mathias

AYE: Commissioner Jay Jewson, Commissioner Jim Mathias, Commissioner Norm

Other: Commissioner Brad Thimmesch (ABSENT), Commissioner Jeff Sulla (ABSENT)

c. McDougal Ave ditching and culverts

There have been some ongoing issues with run off on McDougal Ave and staff has been re-grading the road frequently. One culvert is already there, but it is buried and needs to be cleaned out. There is another area on that road that would benefit from having a second culvert installed to help with the ongoing issues. There were no quotes for a culvert costs at this meeting, but estimated to cost between \$2,000 and \$3,000. The property owner agreed to assist with the repairs. The ditching is needed to be done before the property owner plants for the season. Motion to spend up to \$3,000 at Public Works Director's discretion to repair the culvert and install a new culvert on McDougal Ave.

Moved by Commissioner Jay Jewson, seconded by Commissioner Norm Tentis

AYE: Commissioner Jay Jewson, Commissioner Jim Mathias, Commissioner Norm Tentis

Other: Commissioner Brad Thimmesch (ABSENT), Commissioner Jeff Sulla (ABSENT) Adopted - Unanimously

6. Old Business:

a. Lawrence Blvd Signage

Mayor Durand discussed the current traffic signs on Lawrence E preventing traffic from entering.

Motion to revert back to the original signage. Tony will discuss with the engineers, so they know of this change.

7. Other Business:

There was no other business to discuss.

8. Adjourn:

There was no further business to discuss and meeting was adjourned at 9:08am. Moved by Commissioner Jay Jewson, seconded by Commissioner Jim Mathias

AYE: Commissioner Jay Jewson, Commissioner Jim Mathias, Commissioner Norm Tentis

Other: Commissioner Brad Thimmesch (ABSENT), Commissioner Jeff Sulla (ABSENT) Adopted - Unanimously

From: JOHN CIERZAN < johncierzan@comcast.net>

Sent: Monday, February 3, 2025 11:41 AM

To: Caroline Gregerson < cityadmin@wabasha.org>

Subject: Proposed Bus Routing

Greetings,

I am the property owner at 24 Bailey Avenue. It is my understanding that this week the city will be discussing traffic flow in my neighborhood. It was also my understanding that the current arrangement where buses headed to the Eagle Center are routed over to and down Bailey Avenue was a temporary arrangement and that once the construction project was complete, buses would again follow their historical path straight down Pembrooke.

I want to go on record requesting that indeed the buses return to their original route. I have a special needs daughter who thoroughly enjoys riding her adaptive bike up and down the flat street in front of our house and routing buses through Bailey is a safety concern for my family. Also, the amount of foot traffic that passes along that route from dog walkers, joggers, bikers, etc are all negatively impacted by the current flow.

If you would like to discuss this further, I can be reached at 952 334-9149. Thank you for your consideration.

From: Bree Jewson <Bree@jewsonrealestate.com>

Sent: Monday, February 3, 2025 11:05 AM

To: Caroline Gregerson < cityadmin@wabasha.org>

Subject: Pembroke/Lawrence Road Direction - comments for public meeting

Dear Caroline,

I was recently made aware that the city is considering making the temporary traffic direction change on Lawrence Blvd permanent at the request of the Eagle Center. I have significant concerns about the impact of this change, particularly regarding the safety of this residential area. I'd like to add some comments to be shared at the public meeting.

I live at 210 Lawrence Blvd E and observe daily traffic patterns from my home. With one block being directed backward, I have frequently witnessed traffic jams caused by vehicles misunderstanding the signage and attempting to travel in both directions. The sign at the end of Bailey, intended to direct traffic left or right, is being misinterpreted, leading drivers to believe the entire length of the street allows two-way traffic. As a result, confusion occurs not only at the block near the Eagle Center but along the entire road, creating frequent head-on traffic conflicts.

Additionally, when traveling down Bailey and the reversed section of Lawrence, buses have been accelerating at alarming speeds, sometimes failing to stop at the Bailey stop sign. These are short, one-block sections, yet the buses are reaching dangerous speeds. This change has also significantly increased road noise as commercial traffic moves through the residential area. Adding significant commercial traffic to the already narrow and subpar roads contradicts zoning guidance and should not be considered.

I have witnessed pedestrians and pets forced into yards to avoid oncoming buses or to allow large buses to navigate the tight turn from Bailey to Lawrence when bike and foot traffic is present. The street is not wide enough to safely accommodate large buses, cyclists, and pedestrians.

The most concerning issue I'd like to raise is regarding emergency services. Just a few days ago, my children encountered an emergency vehicle driving in the reversed section of Pembroke while responding to the Wabasha Dentistry fire. Due to confusion about the road's direction, the emergency vehicle hesitated, honking and attempting to wave them in what would currently be considered the wrong direction instead of proceeding directly to the fire. This was a situation where seconds mattered, yet valuable time was lost due to confusion over the one-block reversal. No matter how much signage is place, it **IS** confusing for a one-way street to have traffic flowing backward for just one block. If even our local first responders are disoriented, this

presents a serious issue—not only for homes affected by the reversed block but for the entire neighborhood.

While I understand the Eagle Center's concerns about bus unloading safety, I have not observed any issues when traffic flows in the same direction. Since buses already block the one-way street while unloading, there is no risk of head-on traffic conflicts. However, directing commercial traffic through a residential street creates confusion and significantly increases the danger for pedestrians and residents. When the entire road flows in the same direction, vehicles are not confused, and Eagle Center patrons—including those walking along the river after their visit—enjoy a quiet and safe stroll.

I urge the city to prioritize safety for all above one entity's convenience and enforce the change to correct this situation that was already voted on and approved prior to the road construction.

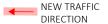
Thank you for your time and consideration.

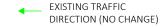
Sincerely, Bree Jewson





City Limits



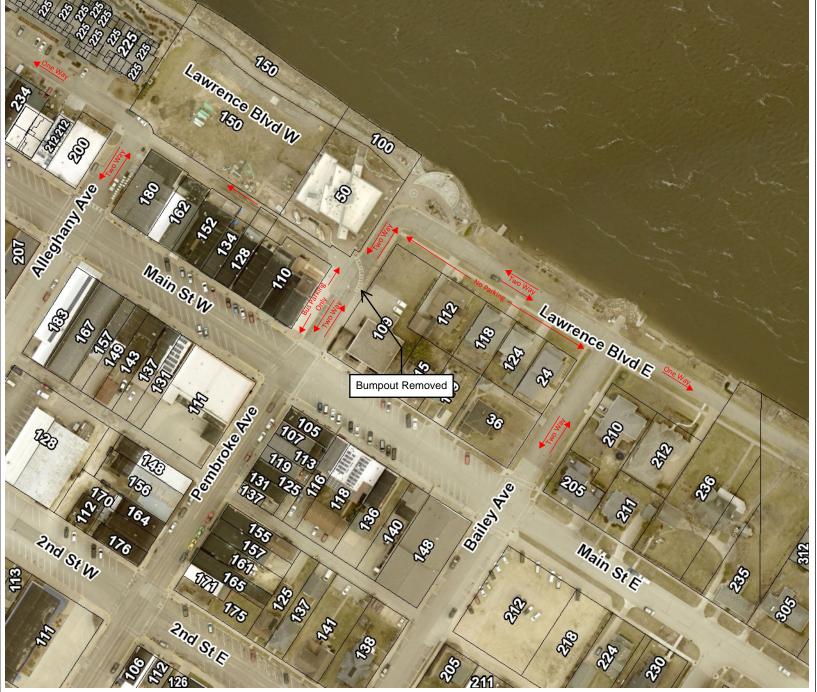


TRAFFIC DIRECTION CHANGES

Disclaimer

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City Limits

Parcels (02/26/24)

Traffic Flow Map



Disclaime

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132 Feet

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Real People. Real Solutions.



PRELIMINARY ENGINEER'S ESTIMATE

EAGLE CENTER-PEMBROKE BUMPOUT REMOVAL CITY OF WANASHA, MN BMI PROJECT NO.: 24X137305000

Updated: 2-27-25

ITEM	ITEM	OTV	LINIT	LINIT DDICE	TOTAL
NO.	ITEM	QTY	UNIT	UNIT PRICE	TOTAL
1	MOBILIZATION	1	LS	\$5,000.00	\$5,000.00
2	REMOVE BITUMINOUS PAVEMENT	51	SY	\$8.25	\$420.75
3	REMOVE CURB & GUTTER	95	LF	\$8.00	\$760.00
4	RELOCATE STREET LIGHT	1	EACH	\$2,500.00	\$2,500.00
5	EXCAVATION - COMMON	26	CY	\$22.00	\$572.00
6	AGGREGATE BASE (CV) CLASS 5	17.5	CY	\$40.00	\$700.00
7	2" BITUMINOUS WEAR COURSE (SPWEB240B)	52	SY	\$16.50	\$858.00
8	2" BITUMINOUS WEAR COURSE (SPWEB240B)	52	SY	\$16.50	\$858.00
9	CONCRETE CURB & GUTTER DESIGN B624	90	LF	\$43.25	\$3,892.50
10	4" CONCRETE SIDEWALK	301	SF	\$9.25	\$2,784.25
11	6" CONCRETE SIDEWALK	125	SF	\$16.50	\$2,062.50
12	TRUNCATED DOMES	10	SF	\$66.00	\$660.00
13	SODDING TYPE LAWN	30	SY	\$13.00	\$390.00
14	TRAFFIC CONTROL	1	LS	\$1,000.00	\$1,000.00
15	INLET PROTECTION	1	EACH	\$175.00	\$175.00
				SUBTOTAL:	\$22,633.00
		CONTINGENCIES (15%):	\$3,400.00		
TOTAL ESTIMATED CONSTRUCTION COST:					\$26,033.00
ENGINEERING, ADMIN, LEGAL:					\$6,600.00
TOTAL ESTIMATED PROJECT COST:					\$32,633.00

----Original Message-----

From: Ann Chilson <annlchilson@gmail.com> Sent: Friday, February 14, 2025 11:40 AM

To: Caroline Gregerson <cityadmin@wabasha.org>
Subject: Traffic flow change from National Eagle Center

Hello!

I am purchasing the home at 205 Main Street East, Wabasha, MN 55981. My name is Ann Chilson. My realtor shared that there is consideration for changing the traffic pattern exiting the National Eagle center. While having the center so close is what I saw a nice benefit to the town and neighborhood, I'm hesitant to endorse your new traffic plan so wanted to formally place a negative opinion on the record. The changed plan would have all traffic coming right past my patio on Bailey Part of reason for purchase was the view and quiet of the river from the patio. The new plan would make this change much less attractive. Thank you for your consideration. Ann Chilson, 651-214-2070.

Sent from my iPhone

Hello, my name is Jonathan Ort and my family and I have the house at 124 Lawrence Blvd E.

I know things have been pretty crazy with all the construction. Now that it is winding down I understand there is some discussion about how to best configure the traffic on Lawrence Blvd E. After experiencing all the different ways traffic has been flowing (or not flowing) it is quite clear to me that the only way it works safely, and trust me there have been more than a few near misses in front of my house that could have ended very badly, is for the entire street to be one-way traveling down-river. I understand the Eagle Center would prefer to offload busses on the building side, but that slight convenience really endangers all the pedestrians, bicyclists, and residents that use Lawrence Blvd. We get so many out of town people visiting that the signs and directions need to be clear and simple. People use GPS to navigate to the Eagle Center and one there need to have clear instructions on where to go. The street is absolutely not wide enough for two way traffic with all the bikes and pedestrians. Eliminating parking would not improve safety and would make my home far less enjoyable for my family, friends, and guests. I love Wabasha and living on the riverfront. We are looking forward to seeing the city grow and become more vibrant. These things make it even more important to manage traffic wisely and safely so that everyone, residents and visitors can enjoy all that the city has to offer, including the beautiful riverfront road.

Thank yo	u
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The Ort family

JonOrt@TheOrts.com

From: Suzanne Peters <suzieville@gmail.com>

Sent: Monday, February 3, 2025 4:40 PM

To: Caroline Gregerson < cityadmin@wabasha.org>

Subject: Lawrence Blvd. traffic direction

Caroline,

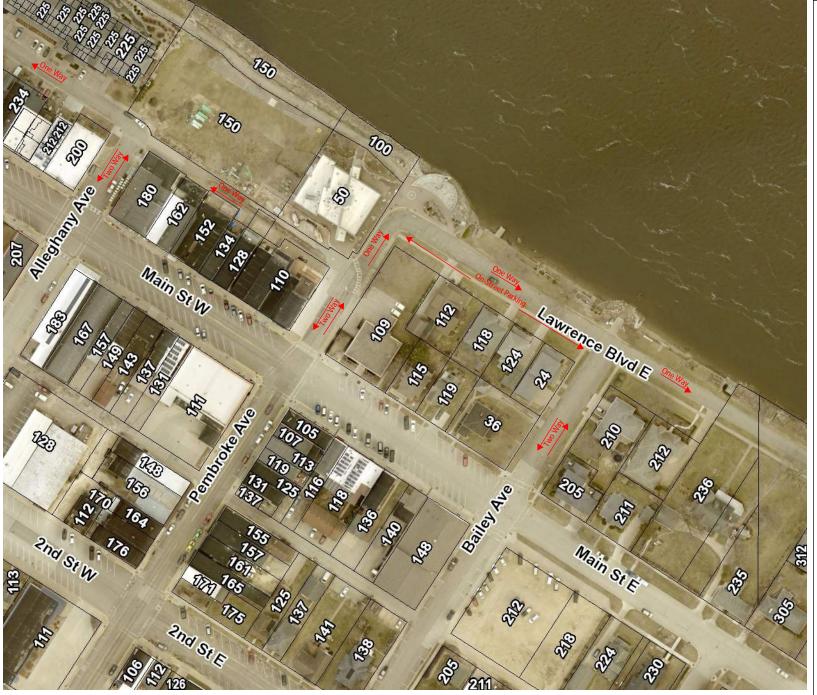
We are disappointed to hear the direction of Lawrence Blvd. is under review again. We were happy when the road had changed back to one direction on the entirety of Lawrence in 2023. We were told it would be changed back now as soon as the road construction was completed. It should be changed back now.

Issues we see, people are very confused and there is now traffic heading both directions on Lawerence. Buses have a hard time making the corner on Bailey and frequently come close to parked cars and pedestrians. This had never been a problem in the 40+ years we have owned this property. It is unsafe and inconvenient for everyone.

We would like to road changed back to the traditional way with the entire street flowing down river.

Thank you,

Judith and Suzanne Peters





City Limits

Parcels (02/26/24)

Traffic Flow Map Pre-Project



Disclaime

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City Limits

Parcels (02/26/24)

Traffic Flow Map As Designed for Project



Disclaime

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(M) BOLTON & MENK





City Limits

Parcels (02/26/24)

Traffic Flow Map Alternative A



Disclaime

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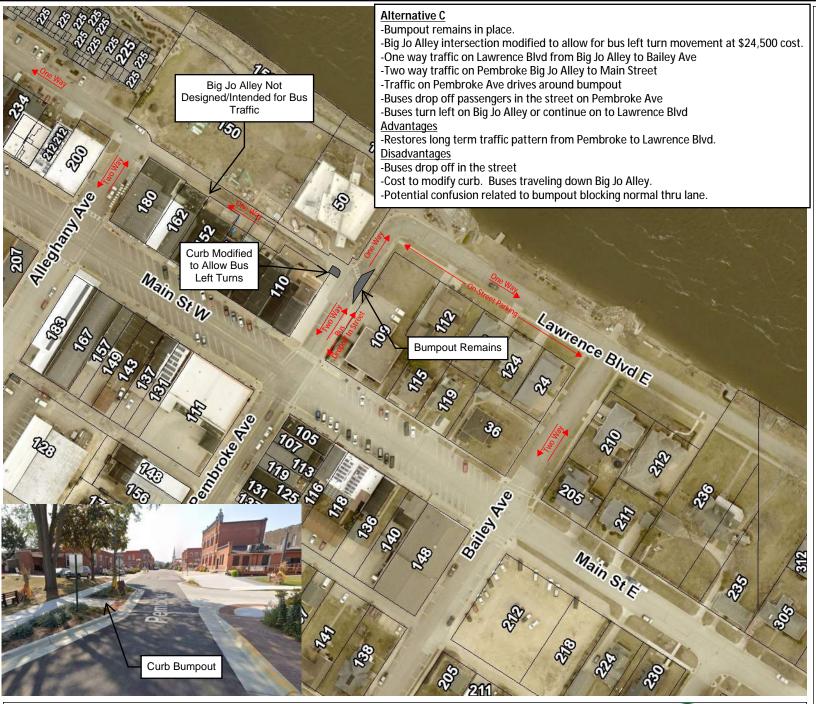
City Limits

Parcels (02/26/24)

Traffic Flow Map Alternative B



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City Limits

Parcels (02/26/24)

Traffic Flow Map Alternative C



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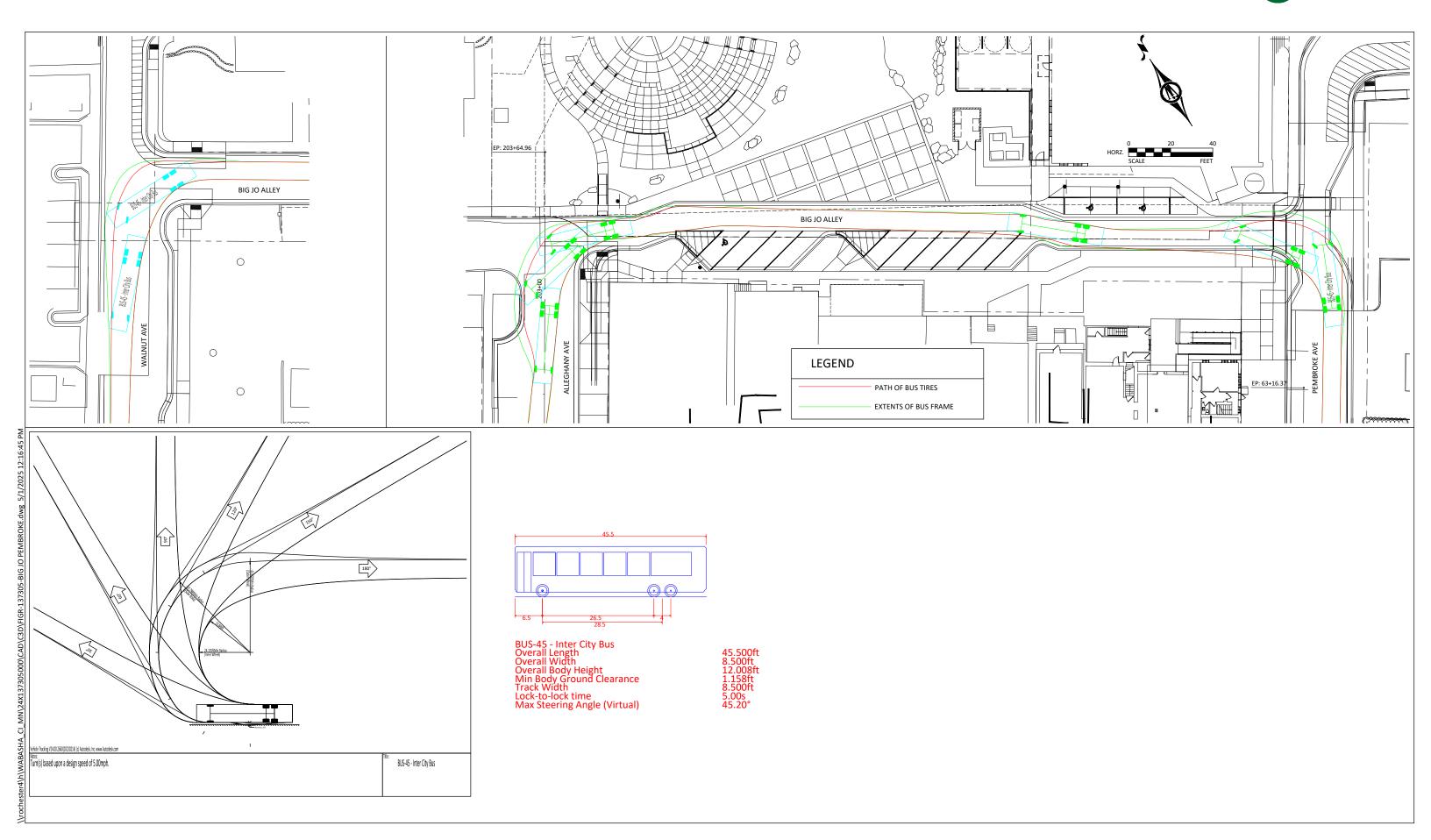
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Real People. Real Solutions.

BUS-45 TURNING EXHIBIT

May 2025 **& MEN**

City of Wabasha, MN



City Council Regular 10. 3.

Meeting Date: 05/06/2025

ITEM TITLE: Combined City Facility Open House: May 14th 5-7PM Ambulance Station- Discuss agenda and

stations

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The Combined City Facility Open House will take place on Wednesday, May 14th, from 5 to 7 PM at the Wabasha Ambulance Building. Staff would like to identify some roles for Council Members and confirm attendance.

Attachments

Combined City Facility Open House Plan

City of Wabasha Combined City Facility Open House Plan

Date: Wednesday, May 14, 2025

Time: 5 – 7 PM

Location: Wabasha Ambulance Building

129 Hiawatha Dr. W. Wabasha, MN 55981

Station 1: Ambulance Building Tour

- Staffed by Ryan Marking and Ambulance department staff.
- Ambulance Building tours will show participants the condition of the current Ambulance Building.
- The tour will highlight the deficiencies of the current Ambulance Building (lack of storage, lack of separate sleeping areas, lack of accessibility, small garage doors, etc.).

Station 2: City Hall and Ambulance Building Needs

- Staffed by Tyler Grabau and Council Member: _______.
- Posterboards will display the upgrades and updated amenities that a combined city facility would provide for City Hall staff and Ambulance staff.

Station 3: Combined City Facility Layout, City Hall-Ambulance Layout, Ambulance Only, Cost and Tax Impact

- Posterboards will display the potential layout, potential locations, and potential departments to be included in a combined city facility.
- Posterboards will display the cost estimates and estimated tax impact of the various combined city facility options.

Station 4: One Page Handout Distribution, Comment Card Distribution and Collection

Both entrances

- Staffed by Mayor Emily Durand (garage entrance) and Jeff Sulla (garage entrance).
- As participants enter the Ambulance Building, they will receive a double-sided handout. The handout will include a timeline of key dates in the combined city facility process as well as advantages of having a shared city facility.
- As participants exit the Ambulance Building, comment cards will be collected.
- Thank participants for their feedback and participation.

City Council Regular 10. 4.

Meeting Date: 05/06/2025

ITEM TITLE: Approve Wabasha County-City of Wabasha agreement for federal aid engineering services for new

Highway Reroute old Athletic Field

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

The City of Wabasha through its federal congressional allocation, has been approved for up to \$800,000 for eligible engineering costs for the construction of the new roadway. The City shall select an engineering firm through an RFQ process and the County shall be the pass through agency (fiscal agent) for the funds. That means, that the City will apply for reimbursement from the County, who will receive the funds from the State of Minnesota (who receives the funds from the federal government).

The agreement allows for the County to also charge for their time but Dietrich Flesch indicated they do not anticipate that they will need to do this unless there are unnecessary complications requiring a significant amount of County time on the project.

Next steps will be re-issuing the RFQ using the requirements.

ACTION REQUIRED:

Approve City Administrator and Mayor to sign the cooperative agreement.

Attachments

Cooperative Agreement

COOPERATIVE AGREEMENT

Between the City of Wabasha and Wabasha County

This agreement is by and between the City of Wabasha, Minnesota, a political subdivision of the State of Minnesota, hereinafter referred to as "City", and the County of Wabasha, a political subdivision of the State of Minnesota, hereinafter referred to as "County".

WHEREAS, the County has previously agreed to be the project sponsor for the City's project SP 079-080-001 for engineering services under MnDOT Agreement 1059702, hereinafter referred to as the "Project", and;

WHEREAS, the Project is eligible for the expenditure of federal aid funds in an estimated amount of \$800,000 for eligible costs with a required local share of eligible costs of 20% plus any additional Project costs in the event that actual Project costs exceeds the estimated costs of the Project and/or costs are determined to be in-eligible, and;

WHEREAS, the State of Minnesota Department of Transportation (MnDOT) requires the County to act as the fiscal agent and contract administrator for the State of Minnesota in administering federal aid funds for the Project including, but not limited to, oversight and documenting the work for the Project.

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

- 1.The City shall utilize the competitive negotiation method (qualifications-based selection) for the procurement of engineering and design related services. The City shall prepare a request for proposals, solicit, receive, evaluate, and negotiate and contract with selected firm, in accordance with, and meet all necessary federal aid and MnDOT requirements. Meeting federal aid and MnDOT requirements throughout and in every aspect of this Project is the sole responsibility of the City.
- 2. The County, through its County Engineer, will provide supervision and administration of the Project. The City shall be responsible (if County determines reimbursement of such is necessary) for costs of required Project duties of the County including, but not limited to, accounting functions, documentation and administration. The City shall pay the County within 30 days of date of invoice for the services the County provided.
- 3.The City will be responsible for any cost or expense of the Project that is not covered by federal aid funds including responsibility of all costs due to loss of federal aid funds. The City shall be responsible for any and all fees associated with the Project, if required. The County reserves the right to withhold requested federal aid payments for failure to provide appropriate Project documentation.
- 4.The City shall provide the County all Project records and documents required to be retained for a proper audit in an electronic format. The City shall retain all records and reports in accordance with MnDOT's record retention schedule for federal aid projects. The City is responsible for all costs of an audit, if any performed.

- 5.The City shall be responsible for the acquisition, if any determined necessary, of additional temporary or permanent property rights to construct and maintain the Project. Acquisition of property rights by the City shall be in accordance with applicable Federal and State law, and FHWA and MnDOT requirements. The City is solely responsible for any loss of federal aid funding for this Project or subsequent projects associated with right of way acquisition under this Project for failing to acquire property rights in accordance with applicable laws and requirements, or failing to keep the acquired right of way clear of encumbrances, and the City shall be responsible to reimburse the County for all costs due to the loss of federal aid funding on this Project.
- 6.The City agrees that it shall indemnify, save, and hold harmless the County and all of its employees and agents from any and all claims, demands, actions or causes of action of whatever nature or character arising out of or by reason of the City's execution or performance of the work provided for herein. The City further agrees to defend at its own cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatever character arising from the City's execution or performance of the work provided for herein.
- Any and all employees of the City, while engaged in the performance of any work or service which the City is specifically required to perform under this Agreement, will be considered employees of the City only and not of the County, and that any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act, of said employees, will be the sole obligation of the City.
- 7.Any and all employees of the County, while engaged in the performance of any work or service which the County is specifically required to perform under this Agreement, will be considered employees of the County only and not of the City, and that any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act of said employees, will be the sole obligation of the County.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed.

CITY OF WABASHA Approved by the Wabasha City Council	COUNTY OF WABASHA Approved by the Wabasha County Board of Commissioners		
Ву	Ву		
lts	Wabasha County Board Chair		
Ву	Attest		
lts	County Administrator		
Dated	Dated		

City Council Regular 10. 5.

Meeting Date: 05/06/2025

ITEM TITLE: Approve Photo Contest for Livability Tab on City Website

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

Council Members,

I wanted to share an update on a new initiative for the Port. Using the remaining funds from the SMIF and Blandin Funding grants allocated for marketing, we've developed a dedicated "Livability" tab on our website. This allows us to directly showcase what Wabasha has to offer, rather than depending on external search results.

The central theme of this new tab is "LIVE WORK PLAY in Wabasha."

To ensure the Livability tab, as well as the main city website, features current and engaging visuals, we've also launched a photo and video contest, funded by the same grant source. This contest aims to gather community-relevant media that truly captures the essence of Wabasha.

You can explore the new tab and the photo contest with a cash prize through the following links: <u>LINK to Livability</u> Tab and LINK to Photo Contest.

While it's impossible to capture every aspect of Wabasha, we believe the information we've compiled on these pages will be a valuable resource in attracting people who are searching online for a place to live, work, and play.

Our current key areas of focus include:

Our Social Media Post will drive contestants to Vision Design

ACTION REQUIRED:

Approve launch of livability tab and Wabasha photo contest

City Council Regular 10. 6.

Meeting Date: 05/06/2025

ITEM TITLE: Lawrence Grant Boulevard Lift Station Grant

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

We applied for and received a grant to improve the Lawrence Grant Boulevard Lift Station when it floods. The grant is for

\$239,875, with a 10% cost share of \$26,000. The cost share is anticipated to be paid from a FEMA BRIC grant if awarded. If not awarded, from sewer funds. This will provide a new standby generator, replace a manual bypass pump. This will make it easier for the City to respond to disasters.

ACTION REQUIRED:

Authorize staff to sign grant agreement and commit funds to local match.

Attachments

Draft Attachment A Workplan and Budget Lawrence Blvd Lift Station Grant agreement



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

Attachment A Workplan and Budget

SWIFT Number: 265393

AI: 117284

Activity ID: PRO20250001

Project title: Wabasha Lawrence Blvd Lift Station Improvements

1. Project Summary

Organization: City of Wabasha

Contractor contact name: Caroline Gregerson

Title: City Administrator

Address: 900 Hiawatha Drive East

Wabasha, MN 55981

Phone: 651-565-4568

Email: cityadmin@wabasha.org

Minnesota Pollution Control Agency (MPCA) contact:

MPCA project manager: Aimee Duchene

Title: Grants Specialist Coordinator

Address: 714 Lake Ave, Suite 220

Detroit Lakes, MN 56501

Phone: 218-846-8133

Email: aimee.duchene@state.mn.us

Statement of project purpose(s)

The purpose of this project is to improve the resilience and reliability of the City of Wabasha's Lawrence Blvd Lift Station to address the worsening impacts of climate change. This lift station is located adjacent to the Mississippi River and is the single most critical piece of infrastructure in the City's sewer system, as it collects wastewater from over 90 percent of the users in the system. This lift station is particularly vulnerable to the impacts of climate change and its failure would be catastrophic to the community.

Goal statement: The goal of this project is to improve the resilience and reliability of the Lawrence Blvd Lift Station to mitigate the increasing risk of catastrophic failure due to climate change. Climate impacts include increased frequency and intensity of severe weather events, flooding along the adjacent Mississippi River, excessive Inflow and Infiltration (I&I) flows, and reduced reliability of the energy grid. City staff is needing to react more frequently and quickly to emergency events to keep this lift station functioning properly during power outages and high flows, which creates an increasing strain on City staff and resources. This project addresses these critical needs.

Project deliverables: In order to combat the impacts of climate change, the proposed improvements include installation of a new permanent standby generator, replacement of the existing manual bypass pump, and associated work. These improvements will greatly improve the resiliency of the City of Wabasha's wastewater system as it relates to climate change, help mitigate the risk of catastrophic failure and improve the health and safety of the community and City staff.

2. Workplan Details

Task 1 of 3: Pre-Construction

Subtask 1a: Equipment Procurement Package

Brief description of activities involved: Finalize the equipment procurement package for soliciting quotes from equipment suppliers for furnishing the proposed generator and submersible bypass pump equipment. The generator equipment is expected to have a 25 week lead time; therefore, this subtask is prioritized to get the equipment ordered as soon as possible. Refer to Attachment two (2) for the preliminary procurement packages, technical specifications, and drawings that are ready to be finalized and distributed to equipment suppliers.

Subtask 1b: Equipment Installation Package

Brief description of activities involved: Develop a bidding package to solicit quotes from contractors and electricians to install the proposed equipment. Once the equipment is procured in Subtask one a (1a), the next step is to finalize the installation procurement package while the City of Wabasha waits for delivery of the equipment within the expected 25 week lead time. The installation bidding package will include the supplier shop drawing information on the exact make and model of the equipment, so the installation work can be accurately priced once Subtask 1a is complete.

Subtask 1c: Bidding Solicitation and Contract Award

Brief description of activities involved: The City of Wabasha will solicit bids from equipment suppliers and contractors for Subtasks 1a and 1b. The City and Engineer will review bids and recommend award to the Utility Commission and City Council. The solicitation process will strictly follow state bidding law.

Task 2 of 3: Construction

Brief description of activities involved: Construction of the proposed improvements, including installation of the owner-procured equipment and associated electrical and site work.

Task 3 of 3: Final Report and Project Deliverables

Subtask 3a: 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 of June 30, 2027, 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.

Subtask 3b: 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 of June 30, 2027, or at the completion of the project, whichever occurs first.

3. Budget

3. Budget				
 Engineer's Estimate of Construction Costs (Task 2 of Workplan) 	Item Description	Grant funds	Budgeted cash match	Total budget
	Mobilization, Bonds, & Insurance	\$6,750.00	\$750.00	\$7,500.00
	Demolition & Removals	\$9,000.00	\$1,000.00	\$10,000.00
	Concrete	\$13,500.00	\$1,500.00	\$15,000.00
	Electrical, Controls, & Instrumentation	\$45,000.00	\$5,000.00	\$50,000.00
	Site Work & Restoration	\$22,500.00	\$2,500.00	\$25,000.00
	Construction Allowance	\$6,750.00	\$750.00	\$7,500.00
Subtotal- Construction costs		\$103,500.00	\$11,500.00	\$115,000.00
2. Equipment Procurement Costs (Task 1 of Workplan)				
	Standby Generator & Automatic Transfer Switch	\$63,000.00	\$7,000.00	\$70,000.00
	Submersible Bypass Pump & Accessories	\$31,500.00	\$3,500.00	\$35,000.00
Subtotal- Equipment costs		\$94,500.00	\$10,500.00	\$105,000.00
3. Non Construction Costs (Engineering/Administrative/Other)				
	Engineering & Administrative	\$56,125.00	\$4,000.00	\$60,125.00
Subtotal- Non construction costs		\$56,125.00	\$4,000.00	\$60,125.00
4. Contingencies (5% of construction costs)		\$5,750.00		
Total Project Cost (not to exceed)		\$259,875.00	\$26,000.00	\$280,125.00



520 Lafayette Road North St. Paul, MN 55155-4194 Grant Agreement State of Minnesota

SWIFT Number: 265393

AI: 117284

Activity ID: PRO20250001

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

Recitals

- 1. Under Minn. Stat. § 116.03, subd. 2, the State is empowered to enter into this grant agreement.
- 2. The State is in need of the Wabasha Lawrence Blvd Lift Station Improvements (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 agreement 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 Agreement

1. Term of Grant Agreement

- 1.1 Effective date: May 5, 2025, 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 agreement is fully executed.
- 1.2 **Expiration date: June 30, 2027**, 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 agreement: Indemnification; 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 agreement.

3. Time

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, 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 agreement as follows:

- (a) Compensation. The Grantee will be compensated for eligible costs related to the project as outlined in Attachment A, which is attached and incorporated into this agreement. Grantee certifies they will provide no less than 10% (ten percent) of the total grant amount as cash match or in-kind services. Items that are determined ineligible will not be reimbursed. The total obligation includes \$5,750.00 for contingency costs. The Grantee must submit a request in writing to the MPCA for approval prior to using the contingency funds.
- (b) Travel expenses. Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant agreement will not exceed \$0.00; 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 agreement will not exceed \$259,875.00 (Two Hundred Fifty Nine Thousand Eight Hundred Seventy Five Dollars and Zero 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 encouraged 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, and contain the following information:

- Name of Grantee
- Grantee's Authorized Representative
- State's Authorized Representative
- SWIFT Number
- 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 grantfunded and match); consultant invoices may be requested
 - o Receipts for supplies and any other itemized materials costs to be reimbursed with grant funds or counted as match
 - o 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 agreement. The State reserves the right to review submitted invoices after 15 (fifteen) days and make a determination as to payment.

(b) 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 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 Minnesota (found on the Minnesota Department of Administration website at https://mn.gov/admin/osp/government/suspended-debarred/.

5. Conditions of payment

All services provided by the Grantee under this grant agreement 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 **Aimee Duchene**, 714 Lake Ave, Suite 220, Detroit Lakes, MN 56501, 218-846-8133, <u>aimee.duchene@state.mn.us</u>, or their successor, and has the authority to monitor the Grantee's performance and to accept the services provided under this agreement.

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

7. Assignment, Amendments, Change Orders, Waiver, and Grant Agreement complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3 **Change Orders.** If the State's Project Manager 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 Agreement, or cause an extension of the term of this Agreement. Major changes require an Amendment rather than a Change Order.

The Change Order Form must be approved and signed by the State's Project Manager and the Grantee's Authorized Representative in advance of doing the work. Documented changes will then become an integral

- and enforceable part of the Agreement. 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 agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.5 **Grant Agreement complete.** This grant agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8. Indemnification

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 agreement 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 agreement.

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 agreement 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 agreement, 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 agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. 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 agreement 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 agreement.
- 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 agreement. Venue for all legal proceedings out of this grant agreement, 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.

- (a) Without Cause. The State may immediately terminate this grant agreement 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.
- **(b) With Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this grant agreement, 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.

14.2 Termination by the Commissioner of Administration

The Commissioner of Administration may immediately and unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

14.3 Termination for insufficient funding

The State may immediately terminate this grant agreement 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 agreement 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

Construction/Equipment Purchase Notification. For construction projects, The Grantee shall notify the MPCA when project construction begins and ends. The project needs to be available to MPCA staff during and after construction for equipment purchases, Grantee shall notify the MPCA when equipment is acquired.

Construction/Equipment Purchase Progress Report. The Grantee shall provide a progress report (in a format provided by the MPCA) on a six-month schedule and whenever an invoice is submitted, or upon request. This progress report will include metrics as appropriate for the project.

Construction Final Report. The Grantee shall provide a construction final project report using the MPCA template approximately one month prior to the end of the grant agreement of June 30, 2027, or at completion of the project, whichever occurs first The final report will include, as-builts, relevant metrics and all project deliverables identified in **Attachment A**. MPCA will need to certify that the project has been constructed as described in **Attachment A**, through invoices, photos, or site visits.

Equipment Purchase Final Report: The Grantee shall submit an equipment purchase final report to the MPCA by the date specified in **Attachment A**, in a format provided by the MPCA, including relevant metrics associated with the equipment purchase to date. MPCA will need to certify that the equipment purchased is as described in **Attachment A**, through invoices, photos or site visits.

If the MPCA 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 MPCA. The Final Report and Project Deliverables shall not be approved by the MPCA and final payment shall not be disbursed unless the Report and Deliverables contains the specified information to the satisfaction of the MPCA.

17. Prevailing Wage

Pursuant to Minnesota Statutes 177.41 to 177.44 and corresponding Minnesota Rules 5200.1000 to 5200.1120, this contract is subject to the prevailing wages as established by the Minnesota Department of Labor and Industry. Specifically, all contractors and subcontractors must pay all laborers and mechanics the established prevailing wages for work performed under the contract. Failure to comply with the aforementioned may result in civil or criminal penalties. Rates are listed in **Attachment B.**

In compliance with Minn. Stat. § 177.43, subd. 3 and §177.44, subd. 5, the wages of laborers, workers, and the mechanics on projects financed in whole or part by State Funds should be comparable to wages paid for similar work in the community as a whole. Project includes erection, construction, remodeling, or repairing of a public building or other public work financed in whole or part by State funds.

Any work on real property which uses the skill sets of any trades covered by Labor Code and Class under prevailing wages is construction and requires prevailing wages. See

http://www.dli.mn.gov/business/employment-practices/prevailing-wage-information for a list of affected trades.

The Contractor shall pay prevailing wages to its employees when conducting construction activities under this agreement.

Applicability. In accordance with Minn. Stat. § 177.43, subd. 7. This does not apply to an agreement or work under an agreement, under which:

- A. the estimated total cost of completing the project is less than \$2,500 and only one trade or occupation is required to complete the work; or
- B. the estimated total cost of completing the project is less than \$25,000 and more than one trade or occupation is required to complete it.

Choose from Commercial, Highway/Heavy:

The prevailing wage rate requirements are attached as Attachment B.

Prevailing Wage Payroll Information:

In accordance with Minn. Stat. § 177.30, subd. 4, and § 177.43, subd. 3, the Contractor and Subcontractor shall furnish to the Contracting Authority and the Project Owner:

- All payrolls, of all workers on the project, a certified payroll report via e-mail as attachments, a State of
 Minnesota Prevailing Wage Payroll Report as a Microsoft Excel file and Statement of Compliance Form as a
 PDF file to the appropriate e-mail addresses: prevailingwage.rmad.pca@state.mn.us and MPCA's
 Authorized Representative listed in Clause 6.
- The Subject line on the Contractor's or Subcontractor's e-mail must give their firm's name and the Contract or Purchase Order Number.
- These completed forms must be furnished not more than 14 days after the end of each pay period.
- The State of Minnesota Prevailing Wage Payroll Report and Statement of Compliance Form are available on the MMD website at http://www.dli.mn.gov/sites/default/files/pdf/pw_certified_payroll_form.pdf. Submit the completed and signed State of Minnesota Prevailing Wage Payroll Report as a Microsoft Excel file and the Statement of Compliance Form as a PDF file, no other payroll forms will be accepted to meet this requirement.

The prevailing wage payroll information forms that are submitted shall be maintained by the contracting agency for a minimum of three years after final payment has been made on the project. All of the data provided on the Prevailing Wage Payroll Information Form will be public data, which is available to anyone upon request.

Refer vendor questions regarding the Prevailing Wage Laws to the Department of Labor and Industry at 651-284-5091 or visit the website for Labor Standards Section, Prevailing Wage

http://www.dli.mn.gov/business/employment-practices/prevailing-wage-information

All construction work needs an IC-134 form submitted by the Contractor before payment can be made. The Contractor can find a copy of the IC-134 online at the Minnesota Department of Revenue website at https://www.revenue.state.mn.us/sites/default/files/2019-01/ic134.pdf

Signatures

City Council Regular 11. 1.

Meeting Date: 05/06/2025

ITEM TITLE: Resolution 24-2025 May Donations

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

ACTION REQUIRED:

motion to approve resolution 24-2025 for May Donations.

Attachments

24-2025 May Donations

CITY OF WABASHA RESOLUTION No. 24-2025 RESOLUTION ACCEPTING DONATIONS

WHEREAS The City of Wabasha is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS the following persons and entities have offered to contribute the cash amounts or items set forth below to the city for the following.

LIBRARY

- \$2,000 Fred & Dianne Schjolberg
- \$500 Jane & Dennis Hager

FIRE WORKS

\$500 – Gundersen St Elizabeths Hospital & Clinics

AMBULANCE

\$250 – Wabasha County Cattlemen's Association

• ELECTRIC VEHICLE CHARGER

- \$3,000 IZZAK Walton League
- \$2,000 Wabasha Kellogg Area Community Foundation
- \$150 Claire Abbott

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 May 6th, 2025.

	Approved:	
Attested:	Mayor - Emily Durand	
City Clerk – Wendy Busch		

City Council Regular

Meeting Date: 05/06/2025

ITEM TITLE: Monday, May 12 Touch a Truck Event 5-7PM Wabasha Kellogg School Parking Lot

DEPARTMENT: Administration

PURPOSE:

Announcements

ITEM SUMMARY:

Attachments

Flyer



JOIN US FOR OUR BIGGEST EVENT OF THE YEAR!

WHERE: WABASHA KELLOGG ELEMENTARY WHEN: MAY 12, 2025 FROM 5:00 - 7:00 PM

SPRING

CARNIVAL

\$5 Per Family Carnival Games ~ Prizes *Elementary Commons & Gyms*

Brought to you by PTO ~ ECFE Community Education The City of Wabasha City Council Regular 2.

Meeting Date: 05/06/2025

ITEM TITLE: Wednesday May 14 Ambulance Open House to discuss building needs 5-7PM

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY:

City Council Regular 3.

Meeting Date: 05/06/2025

ITEM TITLE: Saturday, May 17th at 8am Spring Clean Up Event 306 Hiawatha Drive

DEPARTMENT: Administration

PURPOSE:

ITEM SUMMARY: