

KASSON CITY COUNCIL REGULAR MEETING AGENDA
Wednesday, January 24, 2018

PLEDGE OF ALLIANCE

6:00 A. COUNCIL

1. Approve agenda - Make additions, deletions or corrections at this time.
2. Consent Agenda - All matters listed under Item 2, Consent Agenda, are considered to be routine and non-controversial by the City Council and will be enacted with one motion. There will not be separate discussion of these items unless a Council Member so requests, in which case the item will be removed from the Consent Agenda and will be considered separately.

a. Minutes from January 10, 2018 Regular Meeting

b. Claims processed after the January 10, 2017 regular meeting, as audited for payment

c. Conferences:

1. Jason Peck	Ethics and Integrity	April 11-12	St. Paul, MN	\$250
---------------	----------------------	-------------	--------------	-------

d. Pay Requests:

i. DN Tanks	Request #12	WWTP	\$81,170.32
ii. DN Tanks	Request #13	WWTP	\$91,599.24

B. VISITORS TO THE COUNCIL

1. Sarah Middleton – Zumbro Water Trail

C. PUBLIC FORUM

- May not be used to continue discussion on an agenda item that already had been held as a public hearing.
- This section is limited to 15 minutes and each speaker is limited to 4 minutes.
- Speakers not heard will be first to present at the next Council meeting.
- Speakers will only be recognized once.
- Matters under negotiation, litigation or related to personnel will not be discussed.
- Questions posed by a speaker will generally be responded to in writing.
- Speakers will be required to state their name and their address for the record.

D. PUBLIC HEARING

E. COMMITTEE REPORT

1. EDA Annual Report

F. OLD BUSINESS

1. CEDA Contract
2. CEDA Billing
3. Old Stone Water Tower
4. Attorney Comparison
 - a. Average; Council mtg & packet review \$367 +/-
 - b. Litigation complicates analysis

G. NEW BUSINESS

1. Sewer Connection Fee

H. MAYOR'S REPORT

I. ADMINISTRATORS REPORT

1. Shopko Lot – Overview

J. ENGINEER'S REPORT

1. WHKS Fee Schedule

K. PERSONNEL

L. ATTORNEY

1. Hack's Subdivision
2. Closed Meeting – Litigation Strategy - Library
3. Closed Meeting – Litigation Strategy Related to Special Assessment Challenges
4. Closed Meeting - Real Estate – Offer and counteroffer

M. CORRESPONDENCE

1. Board of Appeal and Equalization
2. FEMA Mapping Updates
3. Northern Green Expo Report
4. 2017 Certification of Mileage
5. CMPS MN Electric Utility Coalition Grassroots Initiative

N. ADJOURN

Please go to www.cityofkasson.com for full video

**KASSON CITY COUNCIL REGULAR MEETING MINUTES
January 10, 2018**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 10th day of January, 2018 at 6:00 P.M.

THE FOLLOWING MEMBERS WERE PRESENT: Borgstrom, Buck, Egger, McKern and Zelinske

THE FOLLOWING MEMBERS WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Administrator Theresa Coleman, City Attorney Tim Woessner, City Clerk Linda Rappe, City Engineer Brandon Theobald, Finance Director Nancy Zaworski, Candy McKern, Everett Paulson, Rich and Michelle Massey, Jerry Berg, Chuck Coleman and Dean and Terri Schuette

Mayor McKern called the meeting to order at 6:00PM

APPROVE AGENDA:

Remove B.1 – Visitor Sarah Middleton

Remove E.1.a Conditional Use Permit for Jason Wilker

Add f.2 – Chicken Ordinance Amendment

Remove L.2 Closed Meeting

Add: K.1 Tentative Labor Agreements

Add: F.3 Shopko lot – per Councilperson Borgstrom

Motion to Approve the Amended Agenda made by Councilperson Borgstrom, second by Councilperson Egger with all voting Aye

CONSENT AGENDA:

Minutes from December 13 Regular Meeting

Minutes from December 20 Regular Meetings

Claims processed after the December 20, 2017 regular meeting, as audited for payment in the amount of \$1,364,121.66

Conferences:

Linda Rappe – Mn Clerks and Finance Officers Annual Conf Mar 20-23 Minneapolis \$275

Jan Naig – Mn Clerks and Finance Officers Annual Conf Mar 20-23 Minneapolis \$275

Dodge County Assessment Agreement

Resolution Authorizing Investment of Funds and Designation of Official Depository

Resolution #1.1-18

***Resolution Authorizing Investment of Funds and Designation of Official Depositories for the City of
Kasson
(on file)***

Motion to Approve the Consent Agenda as Presented made by Councilperson Zelinske, second by Councilperson Borgstrom with all voting Aye

VISITORS TO THE COUNCIL

Allison Rideout – Utility Bill – not present

PUBLIC FORUM

PUBLIC HEARING

COMMITTEE REPORT

Planning Commission

Hack's Subdivision Request – Attorney Woessner requested to move this to next meeting to familiar himself with it. Councilperson Borgstrom stated that he believes this was all taken care of at Planning Commission and there are no issues. Councilperson Zelinske stated that he believes the City Attorney misunderstood the lots 1 and 2. Councilpersons Borgstrom and Zelinske, the Planning Commission representatives, are satisfied with the outcome. Administrator Coleman stated that a resolution will come to the next meeting and was waiting for the Attorney to review the recommendation since she was asked to give an opinion. Councilperson Borgstrom made a motion to approve the Hack's Subdivision request. Councilperson Zelinske asked Mr. Massey if he is ok to wait until the next meeting, Mr. Massey stated it is ok if there are no more stipulations added beyond what the Planning Commission stated. Councilperson Borgstrom withdrew the motion.

Library Board Update – Mayor McKern stated that there was a meeting last night and a lot was discussed. The Library staff have their planning for 2018 set up.

OLD BUSINESS

CEDA Contract – Administrator Coleman stated that the Council asked for this to come back after the evaluations were done and three were returned. Councilperson Borgstrom asked to see the evaluations and to bring this back to the next meeting.

Chicken Ordinance – Administrator Coleman stated that this is per the Council recommendations at a previous meeting. The lot size is double the required square footage in an R-1 zoning district, at 15,840 sf, if the Council would like it larger they could use double the R-3 lot requirement that would be 16,000sf. **Motion to Approve the Amended Ordinance as presented made by Councilperson Buck, second by Councilperson Egler with all voting Aye. Motion to Approve the Abbreviated Publication made by Councilperson Egler, second by Councilperson Buck with all voting Aye.**

Shopko lot – Councilperson Borgstrom asked if the Council had asked to have the City owned lots surveyed. Councilperson Zelinske stated that he thought they agreed they should but doesn't think anything was pushed forward. Rich Massey explained the different types of surveys. Councilperson Borgstrom would like property pins located and asked what a simple survey would cost. Engineer Theobald stated it could be around \$1500. **Motion by Councilperson Borgstrom to have a Simple Survey of the City Owned Lots in Front of Shopko to be Performed by WHKS, second by Councilperson Buck with all voting Aye.**

Councilperson Borgstrom questioned the access for the lots in front of Shopko. Administrator Coleman was contacted by Rhonda Allis, the Planning Director for MnDOT. Ms. Allis had indicated that if there is another access from Hwy 57 or 4th St SW, an existing access would be closed. Mayor McKern would like to know who she was contacted by and MnDOT's jurisdiction over access to City streets. Councilperson Borgstrom requested contact information. Mayor McKern stated that the first offer is requesting access from the Shopko lot which is another matter. Administrator Coleman stated that she has reached out to contacts from Shopko.

NEW BUSINESS

Transportation Alliance – This is a renewal. **Motion to Approve the Renewal of the Transportation Alliance made by Councilperson Buck, second by Councilperson Borgstrom with all voting Aye.**

City Attorney Contract – There are no changes from last year's contract. Councilperson Borgstrom asked about the Attorney's attendance at Council meetings. Administrator Coleman stated that on the first contract in 2016 the City had two options for the City Attorney, it was a flat rate or an hourly rate and the city has come out better with the hourly rate. Councilperson Borgstrom does not believe that it is necessary to have the Attorney attend all Council meetings. Councilperson Buck stated that if we have stayed within the yearly price with everything the City has had going on that is good but this would be worth looking into if we didn't need the Attorney at every meeting. Administrator Coleman will make a comparison. **Motion to Approve the Attorney Contract made by Councilperson Borgstrom, second by Councilperson Buck with all voting Aye.**

MAYOR'S REPORT

Committee/Board/Commission Appointments

The Mayor had the following appointments:

Park Board – Re-appoint Doug Buck as Council Liaison, re-appoint Jason Farnsworth, and appoint Chuck Coleman to Terry Meyers vacated position. Thanked Terry Meyers for his service.

EDA – Re-appoint Chris McKern and Dan Egger s Council Liaisons, re-appoint Mike Peterson, appoint Tom Monson to Julie Olmsted's vacated position. There are still two open positions. The Mayor would like a Chamber appointee and has two other interested. Thanked Julie Olmsted, Mike Langan and Jeff Stevenson for their service.

Library Board – Re-appoint Chris McKern as Council Liaison

Planning Commission - Re-appoint Coy Borgstrom and Lonnie Zelinske as Council Liaisons, appoint Joe Fitch to fill Mark Sannes vacated position and thanked Mr. Sannes for his service.

Acting mayor – Coy Borgstrom

Attorney - Weber, Leth and Woessner

Zoning administrator – City Administrator - interim

City Engineer – WHKS

Building Official – Jay Kruger

Consulting Engineer – on a per project basis

Weed Inspector – Public Works Director

Emergency Management Coordinator – Matt Maas – Dodge County

Official Newspaper – Dodge County Independent

Chicken inspector – Coy Borgstrom

Liquor Store Committee (as needed) – Matt Bradford, Derek McMurchie, City Administrator, Coy Borgstrom

Emergency Services – TBD

Historic Water Tower - TBD

Personnel Committee – Chris McKern, City Administrator and the Appropriate Department Head.

Councilpersons Borgstrom and Buck have an issue with Joe Fitch being on Planning Commission and being Fire Chief, and believe that Mr. Fitch has meetings already on Monday nights. Mayor McKern will remove this appointment for now.

Motion to Approve all Appointments less the planning commission appointment of Joe Fitch made by Councilperson Borgstrom, second by Councilperson Buck with all voting Aye.

Schedule March Planning Session – March 17 at 8:00AM at the Public Works Building.

ADMINISTRATORS REPORT

SEMLM Meeting – Please let Administrator Coleman know if you are interested in AM or PM sessions or both and she will register you by January 18. Councilperson Egger will go to the evening session.

Semcac Agreement

The City allocated \$10,000 and Semcac spent \$4,000 in 2017. This is for low income households. This agreement adds a weatherization component and there was a requirement that any appliance that was replaced had to be 10 years old, that has been removed. The other piece that Semcac was applying is that it was limited to one appliance per household and that was removed.

We have to spend 25% of 1.5% of our gross income on low income programs. **Motion to Approve the Agreement made by Councilperson Egger, second by Councilperson Zelinske with all voting Aye.**

ENGINEER'S REPORT

TH 57 Improvements

Preliminary Layout

Cost Opinion

Request motion to sign Letter of Intent

Engineer Theobald presented the preliminary layout and cost opinion. The City submitted a grant and was given the grant in the amount of \$3.2 million. This will encompass Highway 57 from the Veterans Memorial Parkway intersection to 11th St NE just north of the Fairgrounds. Costs participation breaks down to: the roadway cost will be 95% MnDOT, 50/50 lighting and ascetics and traffic signal, sidewalks 100% MnDOT, storm sewer city pays 75%, city pays 100% of utilities, city would pay 75% of curb and gutter from fairgrounds to 11th St NE. This is a one phase project, \$5.8M total with \$3.2 MNDOT and \$2.6 City cost. The city has been awarded the 3.2M and MnDOT needs the letter of intent signed. Engineer Theobald stated that now is the time to turn back it will get expensive to turn back after this. This project starts 2021. Finance Director Zaworski stated that there will be debt coming off at this time.

Motion to Approve Signing the Letter of Intent made by Councilperson Egger, second by Councilperson Zelinske with all voting Aye.

16th Street Extension

This would be 16th St going to the west from Highway 57 to County 21. MnDOT is not interested in accesses from Highway 57 and suggested backage roads. Mr. Schuette was in attendance and is interested in this subject since he has land he would like to develop on the south side of what would be 16th St NW. Engineer Theobald stated that the feasibility report would pin down some of the details and how to pay for this to bring back to the Council. After this is done then the City could look at MSAS funds and other possible funding. The feasibility report would be about \$5,000 for WHKS to put together. Councilperson Zelinske is concerned with the creation of more traffic without having a control. **Motion to Give Direction for City Engineer to Move Forward with Feasibility Study made by Mayor McKern, second by Councilperson Eggler with all voting Aye.**

Safe Route to School Application

Engineer Theobald stated that this application has to be submitted on Friday. K-M School is only agreeing to pay \$60K of local match of \$150,000. This is a 2022 project and would be a one year project. This is a competitive grant not guaranteed. Councilperson Borgstrom would like to make sure that if there are any savings in this project that it comes back to the City since the City is paying more than the School. **Motion to Accept the KM School to Contribution Capped at \$60K and the City will realize any savings if there are any made by Councilperson Buck, second by Councilperson Zelinske with all voting Aye.**

Motion to Approve the Resolution Authorizing Submittal of a Grant Application made by Councilperson Eggler, second by Councilperson Borgstrom with all voting Aye.

Resolution 1.2-18

***A Resolution Authorizing Submittal of A Grant Application for The Greater MN Transportation Alternatives Solicitation For K-M Safe Routes to School Project.
(on file)***

Motion to Approve the Resolution Agreeing to Maintain Facilities for Safe Routes to School Project made by Councilperson Borgstrom, second by Councilperson Buck with all voting Aye.

Resolution 1.3-18

***A Resolution Agreeing to Maintain Facilities for K-M Safe Routes to School Project
(on file)***

PERSONNEL

Tentative Labor Agreements – Mayor McKern gave highlights of the three union tentative agreements of a general wage adjustment of 2.5 % for 2018 and 2019, health insurance increased deductible to 3375/6750 for the Aware Plan(includes Mayo) and the City will cut their contribution from 50% to 20% of the deductible into the employees VEBA/HSA. Changes to IBEW; add a park and rec employee to on call during pool season months, Journeyman and Lead Journeyman wage adjustments, and Water/Wastewater employee wage adjustment for licenses. MNPEA Police; Sergeants, Investigator and SRO had wage adjustments and added K-9 language. MNPEA Admin; had language changes. Councilperson Borgstrom wanted to know if “leads” and “department head” titles were changed, Mayor McKern stated they were not. **Motion to Approve the Tentative Agreements made by Councilperson Buck, second by Councilperson Eggler with all voting Aye**

ATTORNEY

Open Meeting Inquiry – Attorney Woessner believes that the matter has been resolved.

CORRESPONDENCE

Correspondence was reviewed

ADJOURN 7:39PM

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

SIGNATURE PAGE

THE ATTACHED LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED
FOR PAYMENT.

THIS INCLUDES WARRANT NUMBERS:

#1 - #5

GRAND TOTAL SUBMITTED FOR PAYMENT \$ 514,338.01

DATE APPROVED: 01-24-2018

#1	\$1715.41
#2	13,775.26
#3	5,261.51
#4	46,350.48
#5	447,235.35
	<u>\$514,338.01</u>

01/11/18
09:21:26

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/11/18

Page: 1 of 3
Report ID: AP100V

For Pay Date = 01/11/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$						Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj			Account
27713		4332 MN BCA	225.00							
	180411EI	01/09/18 PECK-ETHICS & INTEGRITY TRNG	250.00			101 210 4210	333			1010
	180111POR	01/03/18 cr-PECK-PREDATORY OFFENDER	-25.00			101 210 4210	333			1010
		Total for Vendor:	225.00							
		*** Claim from another period (12/17) ****								
27714		3382 VERIZON WIRELESS	1,490.41							
	9798410700	12/20/17 CELL PHONES-P D	679.77			101 210 4210	321			1010
	9798410700	12/20/17 CELL PHONES-STREETS	101.31			101 310 4310	321			1010
	9798410700	12/20/17 CELL PHONES-PARKS	112.27			101 510 4510	321			1010
	9798410700	12/20/17 CELL PHONES-WATER	61.73			601 944 4944	321			1010
	9798410700	12/20/17 CELL PHONES-WW	143.55			602 949 4949	321			1010
	9798410700	12/20/17 CELL PHONE-PUBLIC WKS DIRE	56.68			604 959 4959	321			1010
	9798410700	12/20/17 CELL PHONES-ELECTRIC	241.98			604 959 4959	321			1010
	9798410700	12/20/17 CELL PHONES-ARENA	93.12			606 516 4516	321			1010
		Total for Vendor:	1,490.41							
		# of Claims	2	Total:		1,715.41				

01/11/18
09:21:27

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 1/18

Page: 2 of 3
Report ID: AP110

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$1,118.35
601 Water Fund	
1010 CASH-OPERATING	\$61.73
602 Sewer Fund	
1010 CASH-OPERATING	\$143.55
604 Electric Fund	
1010 CASH-OPERATING	\$298.66
606 ICE ARENA	
1010 CASH-OPERATING	\$93.12
Total:	\$1,715.41

01/11/18
09:21:27

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 1/18

Page: 3 of 3
Report ID: AP100A

CITY OF KASSON
401 5TH STREET SE
KASSON. MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED *See signature page* _____ Council Member

_____ Council Member

01/12/18
08:54:31

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/12/18

Page: 1 of 5
Report ID: AP100V

For Pay Date = 01/12/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/17) ****								
27716		2683 BECHER'S NAPA AUTO PARTS	768.31					
	293062	12/04/17 cr-AIR FILTERS/FILTERS	-71.29			101 312 4312	220	1010
	293075	12/04/17 CLEAN DEGREASER	22.54			101 312 4312	220	1010
	293159	12/05/17 OIL FILT/OIL/SP PLUG	29.32			101 310 4310	220	1010
	293184	12/05/17 BATT TERM & CABLE	20.36			101 312 4312	220	1010
	293337	12/07/17 HYD HOSE FITTINGS	29.59			101 522 4522	220	1010
	293343	12/07/17 RTU EXT. LIFE	37.95			101 310 4310	220	1010
	293454	12/08/17 HOSE CLAMP	5.38			101 522 4522	220	1010
	293667	12/11/17 OIL FILTER	7.23			101 522 4522	220	1010
	294035	12/15/17 HYD HOSE FITTINGS/HYD HOSE	85.38			101 312 4312	220	1010
	294043	12/15/17 HEAT SHRINK/BUTT CONN	12.98			604 957 4957	220	1010
	294043	12/15/17 SALES TAX	0.89			604 957 4957	220	1010
	294043	12/15/17 SALES TAX	-0.89			604 2025		1010
	294068	12/15/17 HTR HOSE	2.78			101 312 4312	220	1010
	294076	12/15/17 HYD HOSE & FITTINGS/COUPLING	124.50			101 312 4312	220	1010
	294296	12/18/17 LED LAMP	25.20			101 310 4310	220	1010
	294370	12/19/17 OIL FILTERS	66.98			101 522 4522	220	1010
	294470	12/20/17 LED LAMP	25.20			101 522 4522	220	1010
	294474	12/20/17 VACUUM TUBING	2.07			101 310 4310	220	1010
	294479	12/20/17 HYD HOSE & FITTINGS	71.64			101 312 4312	220	1010
	294566	12/21/17 AIR FRESH/ROTARY FILES	10.07			101 310 4310	220	1010
	294614	12/21/17 OIL FILTER	7.23			101 210 4210	220	1010
	294697	12/22/17 OIL FILTER	6.64			101 210 4210	220	1010
	294995	12/27/17 HYD HOSE & FITTINGS	72.45			101 312 4312	220	1010
	295122	12/28/17 START FLD	5.97			101 522 4522	220	1010
	295139	12/28/17 SLTD SCRWDV-3	11.06			601 943 4943	240	1010
	295266	12/29/17 CREEPER/CASTERS FOR CREEPER	123.36			605 963 4963	220	1010
	295488	12/31/17 OIL DRY	33.72			101 220 4220	220	1010
		Total for Vendor:	768.31					
*** Claim from another period (12/17) ****								
27717		5098 CARDMEMBER SERVICE	1,184.82					
	01/02/18	AM RED CROSS-LEARN TO SWIM	300.00			101 514 4514	210	1010
	01/02/18	PCI COMPLIANCE (ANNL FEE)	69.00			101 140 4140	430	1010
	01/02/18	POP FOR RESALE-L.S.	364.90			609 975 4975	254	1010
	01/02/18	NOTARY FEE-NAIG @ MN SOS	120.00			101 140 4140	430	1010
	01/02/18	iDRIVE RENEWAL	99.50			101 192 4192	240	1010

01/12/18
08:54:31

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/12/18

Page: 2 of 5
Report ID: AP100V

For Pay Date = 01/12/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	01/02/18	CHRISTMAS L.S. MDSE.	231.42			609 975 4975	254	1010
		Total for Vendor:	1,184.82					
		*** Claim from another period (12/17) ***						
27718		82 CHS INC	400.19					
	12/31/17	61.396 GAL UNLD-STREETS	129.68			101 310 4310	212	1010
	12/31/17	9.506 GAL UNLD-ICE/SNOW	19.73			101 312 4312	212	1010
	12/31/17	68.238 GAL UNLD-PARKS	143.44			101 522 4522	212	1010
	12/31/17	50.886 GAL UNLD-ELECTRIC	107.34			604 957 4957	212	1010
		Total for Vendor:	400.19					
27719		15 CULLIGAN OF KASSON	46.68					
	12/31/17	SOFTENER RENT-C H 1/1-1/31	28.95			101 194 4194	410	1010
	12/31/17	SALT & DELIVERY FEE	17.73			101 194 4194	210	1010
		Total for Vendor:	46.68					
		*** Claim from another period (12/17) ***						
27720		2618 FIRE SAFETY USA INC	7.50					
	106494 12/14/17	ANN'L F.E. INSPECT-LIBRARY	7.50			211 550 4550	400	1010
		Total for Vendor:	7.50					
		*** Claim from another period (12/17) ***						
27721		77 HAWKINS INC	2,690.66					
	4204863RI 12/19/17	CHLORINE/LPC-5	2,690.66			601 943 4943	210	1010
		Total for Vendor:	2,690.66					
		*** Claim from another period (12/17) ***						
27722		362 KWIK TRIP STORES	1,937.87					
	12/31/17	619.777 GAL UNLD-P D	1,282.79			101 210 4210	212	1010
	12/31/17	30.121 GAL UNLD-F D	63.30			101 220 4220	212	1010
	12/31/17	9.799 GAL UNLD-PARKS	21.92			101 522 4522	212	1010
	12/31/17	180.185 GAL UNLD-WW	382.53			602 948 4948	212	1010
	12/31/17	89.491 GAL UNLD-ELECTRIC	187.33			604 957 4957	212	1010
		Total for Vendor:	1,937.87					
27727		2158 MN CHIEFS OF POLICE ASSN	253.00					
	7544 12/01/17	2018 MEMBERSHIP DUES	253.00			101 210 4210	334	1010
		Total for Vendor:	253.00					

01/12/18
08:54:31

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/12/18

Page: 3 of 5
Report ID: AP100V

For Pay Date = 01/12/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/17) ****								
27723		55 MN ENERGY RESOURCES CORP	6,160.46					
	01/02/18	NAT GAS-K.A.C.	45.00			101 514 4514	380	1010
	01/02/18	NAT GAS-LIQUOR STORE	146.44			609 979 4979	380	1010
	01/02/18	NAT GAS-OLD LIBRARY (RENTAL)	88.23			101 1151		1010
	01/02/18	SALES TAX	6.07			101 1151		1010
	01/02/18	SALES TAX	-6.07			101 2025		1010
	12/28/17	NAT GAS-C H	236.76			101 194 4194	380	1010
	12/29/17	NAT GAS-P D	221.40			101 210 4210	380	1010
	12/29/17	NAT GAS-F D	251.48			101 220 4220	380	1010
	12/29/17	NAT GAS-F D	405.82			101 220 4220	380	1010
	01/02/18	NAT GAS-PARK MAINT SHED	210.22			101 522 4522	380	1010
	01/03/18	NAT GAS-PUBLIC WKS BLDG	689.99			101 310 4310	380	1010
	01/03/18	NAT GAS-PUBLIC WKS BLDG	689.98			604 957 4957	380	1010
	01/03/18	SALES TAX	47.44			604 957 4957	380	1010
	01/03/18	SALES TAX	-47.44			604 2025		1010
	01/03/18	NAT GAS-D C ICE ARENA	2,325.66			606 516 4516	380	1010
	01/03/18	NAT GAS-WWTP	442.93			602 947 4947	380	1010
	01/02/18	NAT GAS-LIBRARY	406.55			211 550 4550	380	1010
		Total for Vendor:	6,160.46					
*** Claim from another period (12/17) ****								
27724		4919 PEOPLE'S ENERGY COOPERATIVE	29.96					
	2289800 01/04/18	ELEC SERV-CEMETERY 11/30-12/3	29.96			610 984 4984	380	1010
		Total for Vendor:	29.96					
*** Claim from another period (12/17) ****								
27725		939 USA BLUEBOOK	295.81					
	447609 12/20/17	Intellical pH ELECTRODE	295.81			602 947 4947	210	1010
		Total for Vendor:	295.81					
		# of Claims	11	Total:	13,775.26			

01/12/18
08:54:33

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 1/18

Page: 4 of 5
Report ID: AP110

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$5,318.85
211 Library Fund	
1010 CASH-OPERATING	\$414.05
601 Water Fund	
1010 CASH-OPERATING	\$2,701.72
602 Sewer Fund	
1010 CASH-OPERATING	\$1,121.27
604 Electric Fund	
1010 CASH-OPERATING	\$997.63
605 Storm Water	
1010 CASH-OPERATING	\$123.36
606 ICE ARENA	
1010 CASH-OPERATING	\$2,325.66
609 Liquor Fund	
1010 CASH-OPERATING	\$742.76
610 Maple Grove Cemetery	
1010 CASH-OPERATING	\$29.96
Total:	\$13,775.26

01/12/18
08:54:33

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 1/18

Page: 5 of 5
Report ID: AP100A

CITY OF KASSON
401 5TH STREET SE
KASSON, MN 55944-2204

The claim batch dated see signature page are approved for payment.

APPROVED see signature page Council Member
see signature page Council Member

01/18/18
11:25:05

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/18/18

Page: 1 of 3
Report ID: AP100V

For Pay Date = 01/18/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/17) ****								
27815		5098 CARDMEMBER SERVICE	606.54					
	01/02/18	DVD's	387.59			211 550 4550	219	1010
	01/02/18	BOOK	19.95			211 550 4550	218	1010
	01/02/18	VACUUM CLEANER	199.00			211 550 4550	210	1010
*** Claim from another period (12/17) ****								
27816		5098 CARDMEMBER SERVICE	1,403.10					
	12/04/17	VACUUM CLNR BAGS	41.24			101 210 4210	220	1010
	12/20/17	HP ENVY DESKTOP COMPUTER	1,335.92			101 210 4210	210	1010
	12/26/17	STAMPS.COM	15.99			101 210 4210	325	1010
	12/29/17	PCH*INTELIUS.COM SUBSCRIPTION	9.95			101 210 4210	210	1010
		Total for Vendor:	2,009.64					
*** Claim from another period (12/17) ****								
27817		4636 METERING & TECHNOLOGY SOLUTIONS	3,251.87					
	10614 12/21/17	METERS W) ERTS	1,625.94			601 943 4943	260	1010
	10614 12/21/17	METERS W) ERTS	1,625.93			602 948 4948	260	1010
		Total for Vendor:	3,251.87					
		# of Claims	3	Total:		5,261.51		

01/18/18
11:25:06

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 1/18

Page: 2 of 3
Report ID: AP110

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$1,403.10
211 Library Fund	
1010 CASH-OPERATING	\$606.54
601 Water Fund	
1010 CASH-OPERATING	\$1,625.94
602 Sewer Fund	
1010 CASH-OPERATING	\$1,625.93
Total:	\$5,261.51

01/18/18
11:25:06

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 1/18

Page: 3 of 3
Report ID: AP100A

CITY OF KASSON
401 5TH STREET SE
KASSON. MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member
_____ Council Member

01/18/18
13:12:05

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/19/18

Page: 1 of 5
Report ID: AP100V

#4

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/17) ****								
27796	E	34 CITY OF KASSON	27,827.73					
		12/27/17 CITY UTILITIES-C H	261.20			101 194 4194	380	1010
		12/27/17 CITY UTILITIES-STR LTS (LED)	66.62			101 316 4316	380	1010
		12/27/17 CITY UTILITIES-STR LTS	3.33			101 310 4310	380	1010
		12/27/17 CITY UTILITIES-F D	321.08			101 220 4220	380	1010
		12/27/17 CITY UTILITIES-MAIN STR LTS	931.10			101 316 4316	380	1010
		12/27/17 CITY UTILITIES-MANT AV STR LTS	476.81			101 316 4316	380	1010
		12/27/17 CITY UTILITIES-STR LTS	4,568.89			101 316 4316	380	1010
		12/27/17 CITY UTILITIES-K.A.C.-HIGH FLO	76.79			101 514 4514	380	1010
		12/27/17 CITY UTILITIES-K.A.C.-LOW FLOW	47.79			101 514 4514	380	1010
		12/27/17 CITY UTILITIES-K.A.C.-BI DIREC	442.67			101 514 4514	380	1010
		12/27/17 CITY UTILITIES-K.A.C.-REC'D VA	215.60			101 514 4514	380	1010
		12/27/17 CITY UTILITIES-N2 BALL PARK LT	61.25			101 517 4517	380	1010
		12/27/17 CITY UTILITIES-NO. PARK #3	75.74			101 517 4517	380	1010
		12/27/17 CITY UTILITIES-NO. PARK MAINT	158.62			101 522 4522	380	1010
		12/27/17 CITY UTILITIES-E SHELTER-VETS	77.00			101 522 4522	380	1010
		12/27/17 CITY UTILITIES-NO. PARK CONCES	28.94			101 517 4517	380	1010
		12/27/17 CITY UTILITIES-VETS PARK ATHL	22.66			101 517 4517	380	1010
		12/27/17 CITY UTILITIES-NE YOUTH BALL F	22.66			101 517 4517	380	1010
		12/27/17 CITY UTILITIES-W SHELTER-VETS	27.26			101 522 4522	380	1010
		12/27/17 CITY UTILITIES-NO. PARK #1	95.64			101 310 4310	380	1010
		12/27/17 CITY UTILITIES-WELL #4	1,166.26			601 941 4941	380	1010
		12/27/17 CITY UTILITIES-WELL #2	159.21			601 941 4941	380	1010
		12/27/17 CITY UTILITIES-WELL #3	88.98			601 941 4941	380	1010
		12/27/17 CITY UTILITIES-WELL #5	1,807.46			601 941 4941	380	1010
		12/27/17 CITY UTILITIES-8 AV WATER TOWE	271.67			601 941 4941	380	1010
		12/27/17 CITY UTILITIES-LITTLE'S LIFT S	106.74			602 948 4948	380	1010
		12/27/17 CITY UTILITIES-LIQUOR STORE	796.33			609 979 4979	380	1010
		12/27/17 CITY UTILITIES-NO. PARK #4	23.23			101 522 4522	380	1010
		12/27/17 CITY UTILITIES-WWTP-WA/SE	1,558.39			602 947 4947	380	1010
		12/27/17 CITY UTILITIES-WWTP-ELECTRIC	6,826.28			602 947 4947	381	1010
		12/27/17 CITY UTILITIES-WWTP-BASEMENT	125.89			602 947 4947	380	1010
		12/27/17 CITY UTILITIES-WWTP-GARAGE	15.79			602 947 4947	380	1010
		12/27/17 CITY UTILITIES-NO. PARK #2	27.49			101 522 4522	380	1010
		12/27/17 CITY UTILITIES-OLD WATER TOWER	55.33			101 526 4526	430	1010
		12/27/17 CITY UTILITIES-D C AMBULANCE S	147.92			101 417 4417	380	1010

01/18/18
13:12:05

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/19/18

Page: 2 of 5
Report ID: AP100V

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		12/27/17 CITY UTILITIES-P.W.B. 1/2	506.09			101 310 4310	380	1010
		12/27/17 CITY UTILITIES-P.W.B. 1/2	506.08			604 957 4957	380	1010
		12/27/17 SALES TAX	30.13			604 957 4957	380	1010
		12/27/17 SALES TAX	-30.13			604 2025		1010
		12/27/17 CITY UTILITIES-SOLAR BILLBOARD	35.83			604 956 4956	381	1010
		12/27/17 CITY UTILITIES-D C ICE ARENA	5,058.51			606 516 4516	380	1010
		12/27/17 CITY UTILITIES-DOWNTOWN LOT	22.66			101 194 4194	380	1010
		12/27/17 CITY UTILITIES-ELECTRONIC SIGN	28.94			101 111 4111	430	1010
		12/27/17 CITY UTILITIES-PARK & RIDE LOT	73.52			101 316 4316	380	1010
		12/27/17 CITY UTILITIES-16 ST-E OF BRID	124.20			101 316 4316	380	1010
		12/27/17 CITY UTILITIES-16 ST-CENTER	211.76			101 316 4316	380	1010
		12/27/17 CITY UTILITIES-16 ST-W OF BRID	101.52			101 316 4316	380	1010
		Total for Vendor:	27,827.73					
		*** Claim from another period (12/17) ****						
27797	E	3785 I.R.S.	252.44					
		01/16/18 S.T.D.-SS MATCH-4TH QTR	204.60			601 943 4943	122	1010
		01/16/18 S.T.D.-MEDICARE MATCH-4TH QTR	47.84			601 943 4943	123	1010
		Total for Vendor:	252.44					
		*** Claim from another period (12/17) ****						
27800	E	108 MN DEPARTMENT OF REVENUE	1,433.00					
		01/09/18 4TH QTR '17 ARENA SALES TAX	1,433.00			606 2025		1010
		Total for Vendor:	1,433.00					
		*** Claim from another period (12/17) ****						
27798	E	320 MN DEPT OF LABOR & INDUSTRY	633.31					
		01/11/18 4TH QTR-'17 SURCHARGE REPORT	633.31			101 2080		1010
		Total for Vendor:	633.31					
		*** Claim from another period (12/17) ****						
27799	E	973 MN DEPT OF REVENUE	13,994.00					
		01/09/18 LIQUOR STORE SALES TAX-DEC.	13,994.00			609 2025		1010
		Total for Vendor:	13,994.00					
		*** Claim from another period (12/17) ****						
27801	E	2681 SELECT ACCOUNT-FSA	2,210.00					
		38575628 01/16/18 2017 FLEX PAYMENT 1/18/18	2,210.00			101 2177		1010
		Total for Vendor:	2,210.00					
		# of Claims	6	Total:				46,350.48
		Total Electronic Claims						46,350.48
		Total Non-Electronic Claims						

01/18/18
13:12:07

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 1/18

Page: 4 of 5
Report ID: AP110

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$12,147.62
601 Water Fund	
1010 CASH-OPERATING	\$3,746.02
602 Sewer Fund	
1010 CASH-OPERATING	\$8,633.09
604 Electric Fund	
1010 CASH-OPERATING	\$541.91
606 ICE ARENA	
1010 CASH-OPERATING	\$6,491.51
609 Liquor Fund	
1010 CASH-OPERATING	\$14,790.33
Total:	\$46,350.48

01/18/18
13:12:07

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 1/18

Page: 5 of 5
Report ID: AP100A

CITY OF KASSON
401 5TH STREET SE
KASSON. MN 55944-2204

The claim batch dated are approved for payment.

APPROVED Council Member
 Council Member

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 1 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
27804		4651 1ST AYD CORPORATION	645.46					
	PSI164108	01/02/18 CLNRS/SQUEEGEE/MOP	313.51			606 516 4516	220	1010
	PSI164939	01/08/18 SQUEEGEE RPLMNTS	331.95			606 516 4516	220	1010
		Total for Vendor:	645.46					
		*** Claim from another period (12/17) ****						
27822		401 AMERICAN TEST CENTER INC	1,700.00					
	2180189	01/15/18 ANN'L SAFETY INSPECT-3 BUCKET	1,275.00			604 957 4957	444	1010
	2180189	01/15/18 ANN'L SAFETY INSPECT-DIGGER	425.00			604 957 4957	444	1010
		Total for Vendor:	1,700.00					
27729		5049 ARTISAN BEER COMPANY	98.00					
	3233466	01/09/18 BEER	98.00			609 975 4975	252	1010
		Total for Vendor:	98.00					
		*** Claim from another period (12/17) ****						
27730		203 BAKER & TAYLOR INC	133.30					
	2033398033	12/26/17 BOOKS	121.93			211 550 4550	218	1010
	2033398334	12/26/17 BOOK	11.37			211 550 4550	218	1010
		Total for Vendor:	133.30					
		*** Claim from another period (12/17) ****						
27791		4567 BELL, KELLY	45.50					
	01/09/18	MILES-B.O.W./DAYCARE PROGRAMS	45.50			211 550 4550	441	1010
		Total for Vendor:	45.50					
27731		1012 BELLBOY CORPORATION	5,527.25					
	62454200	01/11/18 LIQUOR	5,437.25			609 975 4975	251	1010
	62454200	01/11/18 FREIGHT	90.00			609 975 4975	335	1010
		Total for Vendor:	5,527.25					
27790		308 BERKLEY RISK ADMINISTRATORS	79,031.00					
	01/10/18	2018 WC INS-WC1001163	47.00			101 111 4111	150	1010
	01/10/18	2018 WC INS-WC1001163	558.00			101 140 4140	150	1010
	01/10/18	2018 WC INS-WC1001163	49.00			101 140 4140	150	1010
	01/10/18	2018 WC INS-WC1001163	53.00			101 111 4111	150	1010
	01/10/18	2018 WC INS-WC1001163	127.00			101 191 4191	150	1010
	01/10/18	2018 WC INS-WC1001163	138.00			290 650 4650	150	1010
	01/10/18	2018 WC INS-WC1001163	139.00			101 194 4194	150	1010

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 2 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	01/10/18	2018 WC INS-WC1001163	20,227.00			101 210 4210	150	1010
	01/10/18	2018 WC INS-WC1001163	228.00			101 210 4210	150	1010
	01/10/18	2018 WC INS-WC1001163	113.00			101 210 4210	150	1010
	01/10/18	2018 WC INS-WC1001163	8,795.00			101 220 4220	150	1010
	01/10/18	2018 WC INS-WC1001163	31.00			101 220 4220	150	1010
	01/10/18	2018 WC INS-WC1001163	36.00			101 220 4220	150	1010
	01/10/18	2018 WC INS-WC1001163	6,374.00			101 310 4310	150	1010
	01/10/18	2018 WC INS-WC1001163	778.00			101 312 4312	150	1010
	01/10/18	2018 WC INS-WC1001163	6,774.00			101 522 4522	150	1010
	01/10/18	2018 WC INS-WC1001163	4,676.00			101 514 4514	150	1010
	01/10/18	2018 WC INS-WC1001163	2,126.00*			101 516 4516	150	1010
	01/10/18	2018 WC INS-WC1001163	1,041.00*			211 550 4550	150	1010
	01/10/18	2018 WC INS-WC1001163	351.00*			211 550 4550	150	1010
	01/10/18	2018 WC INS-WC1001163	2,301.00			601 943 4943	150	1010
	01/10/18	2018 WC INS-WC1001163	341.00			601 943 4943	150	1010
	01/10/18	2018 WC INS-WC1001163	1,386.00			602 948 4948	150	1010
	01/10/18	2018 WC INS-WC1001163	5,492.00			602 947 4947	150	1010
	01/10/18	2018 WC INS-WC1001163	276.00			602 948 4948	150	1010
	01/10/18	2018 WC INS-WC1001163	8,825.00			604 957 4957	150	1010
	01/10/18	2018 WC INS-WC1001163	660.00			604 957 4957	150	1010
	01/10/18	2018 WC INS-WC1001163	96.00			604 957 4957	150	1010
	01/10/18	2018 WC INS-WC1001163	2,036.00			605 964 4964	150	1010
	01/10/18	2018 WC INS-WC1001163	87.00			605 964 4964	150	1010
	01/10/18	2018 WC INS-WC1001163	4,164.00			609 976 4976	150	1010
	01/10/18	2018 WC INS-WC1001163	12.00			609 976 4976	150	1010
	01/10/18	2018 WC INS-WC1001163	229.00			875 210 4210	150	1010
	01/10/18	2018 WC INS-WC1001163	465.00			610 984 4984	150	1010
		Total for Vendor:	79,031.00					
27805		4151 BLUE TARP FINANCIAL INC	112.93					
	71078417	01/07/18 LED WRK LT/FLOOD LT BAR/SWIT	112.93			604 957 4957	220	1010
	71078417	01/07/18 SALES TAX	7.76			604 957 4957	220	1010
	71078417	01/07/18 SALES TAX	-7.76			604 2025		1010

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 3 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/17) ****								
27819		4151 BLUE TARP FINANCIAL INC	999.00					
	71076791	12/13/17 OPEN FRAME INVERTER (GENERAT	499.50			601 943 4943	240	1010
	71076791	12/13/17 OPEN FRAME INVERTER (GENERAT	499.50			602 948 4948	240	1010
		Total for Vendor:	1,111.93					
*** Claim from another period (12/17) ****								
27732		5239 BREAKTHRU BEVERAGE MN WINE &	2,248.47					
	1080744327	01/10/18 WINE	184.00			609 975 4975	251	1010
	1080744327	01/10/18 LIQUOR	1,993.98			609 975 4975	251	1010
	1080744327	01/10/18 MIXES	37.50			609 975 4975	254	1010
	1080744327	01/10/18 FREIGHT	32.99			609 975 4975	335	1010
		Total for Vendor:	2,248.47					
*** Claim from another period (12/17) ****								
27733		3385 CANNON RIVER WINERY	144.00					
	4478	01/05/18 WINE	144.00			609 975 4975	251	1010
		Total for Vendor:	144.00					
*** Claim from another period (12/17) ****								
27734		2410 CENTRAL MN MUNICIPAL POWER AGE	197,819.32					
	6165	12/31/17 CMPA DUES-DEC.	2,500.00			604 959 4959	334	1010
	6165	12/31/17 FEES FOR SERVICES	11,457.50			604 959 4959	430	1010
	6165	12/31/17 PURCH'D POWER	151,956.97			604 956 4956	381	1010
	6165	12/31/17 PURCH'D POWER-TRANSMISSION	30,926.13			604 956 4956	381	1010
	6165	12/31/17 CAPACITY PURCHASED-DEC.	316.72			604 956 4956	381	1010
	6153	12/31/17 CIP MONTHLY ASSMNT-DEC.	662.00			604 959 4959	429	1010
		Total for Vendor:	197,819.32					
*** Claim from another period (12/17) ****								
27792		3999 CITY OF STEWARTVILLE	75.00					
	01/11/18	COLEMAN-SEMLM ANN'L MTG	25.00*			101 140 4140	332	1010
	01/11/18	EGGLER-SEMLM ANN'L MTG	25.00			101 111 4111	333	1010
	01/11/18	MCKERN-SEMLM ANN'L MTG	25.00			101 111 4111	333	1010
		Total for Vendor:	75.00					
*** Claim from another period (12/17) ****								
27736		30 CMS OF ROCHESTER	2,673.00					
	17-1216	12/31/17 KA BLDG-MILEAGE	305.81			101 240 4240	331	1010
	17-1216	12/31/17 KA BLDG-INSPECTION FEES	2,367.19			101 240 4240	444	1010
		Total for Vendor:	2,673.00					

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 4 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
27806		668 CONTINENTAL RESEARCH CORP	411.79					
	459508C	01/03/18 FINAL SHOT/SUPER TRAP	411.79			606 516 4516	220	1010
		Total for Vendor:	411.79					
27807		5627 CORE & MAIN LP	1,128.99					
	0393606	01/09/18 BR BUSHINGS/THRUST RING/HYDR	1,128.99			601 943 4943	220	1010
		Total for Vendor:	1,128.99					
		*** Claim from another period (12/17) ****						
27737		3314 DECKLEVER MECHANICAL INC	989.75					
	60426	12/29/17 REPAIRS TO COMPRESSOR A	417.00			606 516 4516	400	1010
	60429	12/29/17 CIRCUIT A REFRIG LEAK REPAIR	572.75			606 516 4516	400	1010
		Total for Vendor:	989.75					
27738		223 DEPUTY REGISTRAR #95 INC	528.00					
	PL 911 931	12/23/17 VEH REG-90 GMC TANKER	16.00			101 310 4310	430	1010
	PL 945 230	12/23/17 VEH REG-03 INT'L DUMP TRK	16.00			101 310 4310	430	1010
	PL 915 606	12/23/17 VEH REG-96 INT'L SANDER	16.00			101 310 4310	430	1010
	PL 924 754	12/23/17 VEH REG-07 INT'L DUMP TRK	16.00			101 310 4310	430	1010
	PL 927 214	12/23/17 VEH REG-09 CHEV	16.00			101 310 4310	430	1010
	PL 912 687	12/23/17 VEH REG-03 CHEV	16.00			101 310 4310	430	1010
	PL 927 211	12/23/17 VEH REG-09 CHEV	16.00			101 510 4510	430	1010
	PL 938 595	12/23/17 VEH REG-97 FORD	16.00			101 510 4510	430	1010
	PL 915 611	12/23/17 VEH REG-05 CHEV	16.00			101 510 4510	430	1010
	PL 915 610	12/23/17 VEH REG-05 CHEV	16.00			601 943 4943	430	1010
	PL 924 756	12/23/17 VEH REG-07 CHEV	16.00			601 943 4943	430	1010
	PL 927 213	12/23/17 VEH REG-09 CHEV	16.00			602 948 4948	430	1010
	PL 912 689	12/23/17 VEH REG-93 INT'L JETTER	16.00			602 948 4948	430	1010
	PL 184 386	12/23/17 VEH REG-03 ZIERKE TRLR	16.00			602 948 4948	430	1010
	PL 184 387	12/23/17 VEH REG-03 ZIERKE TRLR	16.00			602 948 4948	430	1010
	PL 907 494	12/23/17 VEH REG-02 FORD	16.00			101 510 4510	430	1010
	PL 114 682	12/23/17 VEH REG-79 FORD AERIAL	16.00			101 524 4524	430	1010
	PL 907 486	12/23/17 VEH REG-01 ALTEC	16.00			604 957 4957	430	1010
	PL 186 240	12/23/17 VEH REG-04 JTC REEL TRLR	16.00			604 957 4957	430	1010
	PL 924 753	12/23/17 VEH REG-07 FORD	16.00			604 957 4957	430	1010
	PL 932 335	12/23/17 VEH REG-11 FORD VERSA LIFT	16.00			604 957 4957	430	1010
	PL 942 958	12/23/17 VEH REG-13 FORD	16.00			604 957 4957	430	1010

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 5 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	PL 949 309	12/23/17 VEH REG-14 FRHT DIGGER	16.00			604 957 4957	430	1010
	PL 948 164	12/23/17 VEH REG-99 INT'L SHORTSIDE	16.00			101 310 4310	430	1010
	PL 907 476	12/23/17 VEH REG-01 FORD	16.00			601 943 4943	430	1010
	PL 186 247	12/23/17 VEH REG-08 BUTLER TRLR	16.00			604 957 4957	430	1010
	PL 183 060	12/23/17 VEH REG-87 HAUL TRLR	16.00			101 310 4310	430	1010
	PL 184 389	12/23/17 VEH REG-03 BUTLER TRLR	16.00			604 957 4957	430	1010
	PL 186 241	12/23/17 VEH REG-02 HMDE TRLR	16.00			101 517 4517	430	1010
	PL 187 819	12/23/17 VEH REG-10 LOAD TRLR	16.00			101 310 4310	430	1010
	PL 186 901	12/23/17 VEH REG-11 LOAD TRLR	16.00			101 310 4310	430	1010
	PL 915 612	12/23/17 VEH REG-05 CHEV	16.00			604 957 4957	430	1010
	PL 932 327	12/23/17 VEH REG-02 CHEV	8.00			101 140 4140	430	1010
	PL 932 327	12/23/17 VEH REG-02 CHEV	8.00			101 220 4220	430	1010
		Total for Vendor:	528.00					
27739		248 DODGE CENTER AMBULANCE SERVICE	5,000.00					
	01/05/18 2018	TRAINING DONATION	5,000.00			101 417 4417	430	1010
		Total for Vendor:	5,000.00					
27740		187 DODGE COUNTY	29,891.00					
	01/10/18 2018	ASSESSMENT AGREEMENT	29,891.00*			101 155 4155	305	1010
		Total for Vendor:	29,891.00					
		*** Claim from another period (12/17) ****						
27741		69 DODGE COUNTY ENVIRONMENTAL	518.15					
	12/31/17	WASTE DISPOSAL-SHOP	71.87			101 310 4310	430	1010
	12/31/17	WASTE DISPOSAL-SHOP	71.88			101 312 4312	430	1010
	12/31/17	WASTE DISPOSAL-SHOP	71.88			101 517 4517	430	1010
	12/31/17	WASTE DISPOSAL-SHOP	71.88			601 943 4943	430	1010
	12/31/17	WASTE DISPOSAL-SHOP	71.88			602 948 4948	430	1010
	12/31/17	WASTE DISPOSAL-SHOP	71.88			604 957 4957	430	1010
	12/31/17	WASTE DISPOSAL-SHOP	71.88			605 963 4963	430	1010
	12/31/17	WASTE DISPOSAL-WW OPERATIONS	15.00			602 947 4947	210	1010
		Total for Vendor:	518.15					
		*** Claim from another period (12/17) ****						
27742		5156 DODGE COUNTY INDEPENDENT/DODGE	40.00					
	3266 REVIS 12/28/18 2018	FEE ORD. (2nd PRINT)	40.00			101 113 4113	353	1010
		Total for Vendor:	40.00					

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 6 of 16
Report ID: AP100V

For Pay Date = 01/25/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
27743		21 ERDMAN'S SUPERMARKETS INC	72.25					
	01/04/18	POP FOR RESALE	29.25			609 975 4975	254	1010
	01/04/18	SANITIZER	3.00			609 978 4978	210	1010
	01/04/18	SALES TAX	0.21			609 978 4978	210	1010
	01/04/18	SALES TAX	-0.21			609 2025		1010
	01/10/18	POP FOR RESALE	40.00			609 975 4975	254	1010
		Total for Vendor:	72.25					
		*** Claim from another period (12/17) ****						
27744		3766 FTN FINANCIAL	24.00					
	5005260 12/25/17	SAFEKEEPING FEES	18.00			391 650 4650	430	1010
	5005260 12/25/17	SAFEKEEPING FEES	6.00			604 959 4959	430	1010
		Total for Vendor:	24.00					
27745		3148 G.F.O.A.	170.00					
	0163408 12/14/17	ZAWORSKI DUES THRU 12/31/18	141.50			101 140 4140	334	1010
	0163408 12/14/17	ZAWORSKI DUES THRU 2/28/19	28.50			101 1550		1010
		Total for Vendor:	170.00					
27808		3767 GOODIN COMPANY	42.69					
	09070239-0 01/04/18	12 PLEATED FILTERS	42.69			606 516 4516	220	1010
		Total for Vendor:	42.69					
		*** Claim from another period (12/17) ****						
27746		5242 GOPHER STATE ONE CALL	37.80					
	7121041 12/31/17	28 LOCATES-DECEMBER	37.80			604 957 4957	437	1010
27809		5242 GOPHER STATE ONE CALL	50.00					
	8001040 01/01/18	2018 ANN'L FACILITY OPER FEE	50.00			604 957 4957	437	1010
		Total for Vendor:	87.80					
27810		28 GRAYBAR ELECTRIC	826.38					
	9301899201 01/08/18	RECYCLE BOXES/GE LIGHTING	826.38			604 957 4957	220	1010
		Total for Vendor:	826.38					

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 7 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
27747		5036 HOHENSTEINS INC	441.00					
	940135	01/12/18 BEER	441.00			609 975 4975	252	1010
		Total for Vendor:	441.00					
		*** Claim from another period (12/17) ****						
27748		2462 HOISINGTON KOEGLER GROUP INC	3,251.80					
	017-010-9	01/07/18 COMP PLAN UPDATE	3,251.80			604 959 4959	440	1010
		Total for Vendor:	3,251.80					
27749		25 JOHNSON BROTHERS LIQUOR CO	7,764.52					
	5907805	01/02/18 LIQUOR	1,784.59			609 975 4975	251	1010
	5907806	01/02/18 WINE	1,235.80			609 975 4975	251	1010
	5913031	01/09/18 LIQUOR	2,998.18			609 975 4975	251	1010
	5913032	01/09/18 WINE	1,745.95			609 975 4975	251	1010
		Total for Vendor:	7,764.52					
		*** Claim from another period (12/17) ****						
27762		2008 K-M REGIONAL VETERINARY HOSPITAL	666.73					
	107546	12/05/17 EXAM/VACCINES-LIBERTY	666.73			101 210 4210	430	1010
		Total for Vendor:	666.73					
27750		43 KASSON CHAMBER OF COMMERCE	75.00					
	00138	12/19/17 '18 CITY MEMBERSHIP	75.00			290 650 4650	334	1010
		Total for Vendor:	75.00					
		*** Claim from another period (12/17) ****						
27751		35 KASSON HARDWARE HANK	748.86					
	12/31/17	R&M SUPPLIES-ICE/SNOW	98.70			101 312 4312	220	1010
	12/31/17	R&M SUPPLIES-STREETS	33.84			101 310 4310	220	1010
	12/31/17	R&M SUPPLIES-PARKS	141.41			101 522 4522	220	1010
	12/31/17	R&M SUPPLIES-F D	19.97			101 220 4220	220	1010
	12/31/17	SMALL TOOLS-WATER	18.99			601 943 4943	240	1010
	12/31/17	R&M SUPPLIES-ELECTRIC	97.74			604 957 4957	220	1010
	12/31/17	SALES TAX	6.72			604 957 4957	220	1010
	12/31/17	SALES TAX	-6.72			604 2025		1010
	12/31/17	R&M SUPPLIES-WATER	97.97			601 943 4943	220	1010
	12/31/17	R&M SUPPLIES-WW OPERATIONS	56.93			602 947 4947	220	1010
	12/31/17	SMALL TOOLS-WW OPERATIONS	27.47			602 947 4947	240	1010
	12/31/17	R&M SUPPLIES-STORM WATER	31.95			605 963 4963	220	1010

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 8 of 16
Report ID: AP100V

For Pay Date = 01/25/18

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		12/31/17 R&M SUPPLIES-ARENA	123.89			606 516 4516	220	1010
		Total for Vendor:	748.86					
27752		2739 KASSON-MANTORVILLE RECREATIONA	15,000.00					
	01/03/18	2018 ANNUAL CONTRIBUTION	10,000.00			101 517 4517	444	1010
	01/03/18	EXTRA FOR BALLFIELD LIGHTS	5,000.00			101 517 4517	444	1010
		Total for Vendor:	15,000.00					
		*** Claim from another period (12/17) ****						
27754		3890 LETH ELECTRIC INC	840.00					
	4256 01/09/18	INSTALL 9 RES. LOAD CONTROLLER	840.00			604 959 4959	429	1010
		Total for Vendor:	840.00					
		*** Claim from another period (12/17) ****						
27753		199 LMC INS TRUST	194.00					
	c1#GL46704 01/05/18	D ANDERSON-SEWER BACKUP	194.00			602 949 4949	430	1010
		Total for Vendor:	194.00					
27811		2689 LOCATORS & SUPPLIES INC	31.75					
	0262787-IN 01/10/18	LIFT ALL AUGER SLING	31.75			604 957 4957	220	1010
	0262787-IN 01/10/18	SALES TAX	2.18			604 957 4957	220	1010
	0262787-IN 01/10/18	SALES TAX	-2.18			604 2025		1010
		Total for Vendor:	31.75					
		*** Claim from another period (12/17) ****						
27787		5214 MADDEN GALANTER HANSEN, LLP	174.00					
	01/02/18	LABOR RELATIONS THRU 12/31	174.00			101 111 4111	440	1010
		Total for Vendor:	174.00					
27755		3546 MANKE'S OUTDOOR EQT & APPLIANCES	643.02					
	121923 01/04/18	V-BELTS/CASTOR WHL ASSM/FILTER	513.47			101 522 4522	220	1010
	121980 01/10/18	PARTS-60" ZTR MOWER	129.55			101 522 4522	220	1010
		Total for Vendor:	643.02					
27756		5529 MANPOWER	1,300.16					
	32303589 01/07/18	WAGES THRU 1/7 ADMIN ASSIST	139.25*			101 140 4140	444	1010
	32303589 01/07/18	WAGES THRU 1/7 ADMIN ASSIST	104.45*			101 191 4191	444	1010
	32303589 01/07/18	WAGES THRU 1/7 ADMIN ASSIST	104.45*			601 944 4944	444	1010
	32303589 01/07/18	WAGES THRU 1/7 ADMIN ASSIST	104.45*			602 949 4949	444	1010
	32303589 01/07/18	WAGES THRU 1/7 ADMIN ASSIST	208.90*			604 959 4959	444	1010

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 9 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		32303589 01/07/18 WAGES THRU 1/7 ADMIN ASSIST	34.82*			605 964 4964	444	1010
		32321984 01/14/18 WAGES THRU 1/14 ADMIN ASSIST	120.76*			101 140 4140	444	1010
		32321984 01/14/18 WAGES THRU 1/14 ADMIN ASSIST	90.58*			101 191 4191	444	1010
		32321984 01/14/18 WAGES THRU 1/14 ADMIN ASSIST	90.58*			601 944 4944	444	1010
		32321984 01/14/18 WAGES THRU 1/14 ADMIN ASSIST	90.58*			602 949 4949	444	1010
		32321984 01/14/18 WAGES THRU 1/14 ADMIN ASSIST	181.15*			604 959 4959	444	1010
		32321984 01/14/18 WAGES THRU 1/14 ADMIN ASSIST	30.19*			605 964 4964	444	1010
		Total for Vendor:	1,300.16					
		*** Claim from another period (12/17) ****						
27757		2156 MCGRANN SHEA CARNIVAL STRAUGHN	552.00					
		122140 01/05/18 LEGAL-ELECT SERV TERR	552.00			604 959 4959	304	1010
		Total for Vendor:	552.00					
27788		924 MCMA	185.00					
		01/10/18 COLEMAN-PROF. DEVEL. WKSHP.	185.00*			101 140 4140	332	1010
		Total for Vendor:	185.00					
		*** Claim from another period (12/17) ****						
27812		4224 MIDWEST FENCE & MFG. COMPANY	23,919.00					
		174333 12/27/17 3RAIL ORN IRON FENCE INSTALL	23,919.00			610 1630		1010
		Total for Vendor:	23,919.00					
27758		4613 MILLNER HERITAGE VINEYARD &	216.00					
		3111 01/06/18 WINE	216.00			609 975 4975	251	1010
		Total for Vendor:	216.00					
27759		142 MN MUNICIPAL UTILITIES ASSN	5,152.00					
		50403 01/02/18 '18 ELECTRIC MEMBER DUES	5,152.00			604 959 4959	334	1010
		Total for Vendor:	5,152.00					
27779		977 MN TRANSPORTATION ALLIANCE INC	305.00					
		P18-1087 12/21/17 MEMBERSHIP DUES 3/1-12/31	127.00*			101 191 4191	334	1010
		P18-1087 12/21/17 MEMBERSHIP DUES 3/1-12/31	127.00			290 650 4650	334	1010
		P18-1087 12/21/17 MEMBERSHIP DUES 1/1-2/28/19	25.50			101 1550		1010
		P18-1087 12/21/17 MEMBERSHIP DUES 1/1-2/28/19	25.50			290 1550		1010
		Total for Vendor:	305.00					

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 10 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
27760		152 NORTH RISK PARTNERS	4,500.00					
	01/01/18	2018 INSURANCE AGENCY FEE	630.00			101 140 4140	440	1010
	01/01/18	2018 INSURANCE AGENCY FEE	270.00			211 550 4550	440	1010
	01/01/18	2018 INSURANCE AGENCY FEE	270.00			290 650 4650	440	1010
	01/01/18	2018 INSURANCE AGENCY FEE	540.00			601 944 4944	440	1010
	01/01/18	2018 INSURANCE AGENCY FEE	540.00*			602 949 4949	440	1010
	01/01/18	2018 INSURANCE AGENCY FEE	630.00			604 959 4959	440	1010
	01/01/18	2018 INSURANCE AGENCY FEE	540.00			605 964 4964	440	1010
	01/01/18	2018 INSURANCE AGENCY FEE	270.00*			101 527 4527	440	1010
	01/01/18	2018 INSURANCE AGENCY FEE	540.00*			609 976 4976	440	1010
	01/01/18	2018 INSURANCE AGENCY FEE	270.00*			610 984 4984	440	1010
		Total for Vendor:	4,500.00					
27763		60 NORTHERN BEVERAGE DIST. CO. LL	6,214.70					
	243090	01/05/18 BEER	3,746.70			609 975 4975	252	1010
	243090	01/05/18 FREIGHT	2.00			609 975 4975	335	1010
	243270	01/11/18 BEER	2,418.00			609 975 4975	252	1010
	243270	01/11/18 NA BEVERAGE	46.00			609 975 4975	254	1010
	243270	01/11/18 FREIGHT	2.00			609 975 4975	335	1010
		Total for Vendor:	6,214.70					
		*** Claim from another period (12/17) ****						
27764		5366 PARSONS	486.43					
	23485	12/31/17 REPLACE HARD DISK @ P D	486.43			101 210 4210	400	1010
		Total for Vendor:	486.43					
27765		2876 PAUSTIS WINE COMPANY	857.00					
	8617276-IN	01/10/18 WINE	847.00			609 975 4975	251	1010
	8617276-IN	01/10/18 FREIGHT	10.00			609 975 4975	335	1010
		Total for Vendor:	857.00					
27691		23 PHILLIPS WINE & SPIRITS	4,374.33					
	2287700	01/02/18 LIQUOR	608.80			609 975 4975	251	1010
	2287701	01/02/18 WINE	620.27			609 975 4975	251	1010
	2291472	01/09/18 LIQUOR	2,814.76			609 975 4975	251	1010
	2291473	01/09/18 WINE	322.50			609 975 4975	251	1010
	2291474	01/09/18 NA WINE	64.00			609 975 4975	259	1010

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 11 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	283369	12/28/17 WINE CREDIT	-56.00			609 975 4975	251	1010
		Total for Vendor:	4,374.33					
27768		251 POST BULLETIN CO	187.20					
	219906	12/23/17 52 WK SUBSCRIPTION-LIBRARY	187.20			211 550 4550	216	1010
		Total for Vendor:	187.20					
		*** Claim from another period (12/17) ****						
27793		3879 PURCHASE POWER	108.06					
	22870844	12/20/18 BAL.-POSTAGE MTR REFILL	47.28			101 140 4140	325	1010
	22870844	12/20/18 BAL.-POSTAGE MTR REFILL	2.70			101 210 4210	325	1010
	22870844	12/20/18 BAL.-POSTAGE MTR REFILL	2.70			101 510 4510	325	1010
	22870844	12/20/18 BAL.-POSTAGE MTR REFILL	2.70			290 650 4650	325	1010
	22870844	12/20/18 BAL.-POSTAGE MTR REFILL	10.54			601 944 4944	325	1010
	22870844	12/20/18 BAL.-POSTAGE MTR REFILL	10.54			602 949 4949	325	1010
	22870844	12/20/18 BAL.-POSTAGE MTR REFILL	21.06			604 959 4959	325	1010
	22870844	12/20/18 BAL.-POSTAGE MTR REFILL	10.54			605 963 4963	325	1010
		Total for Vendor:	108.06					
27794		2005 RESERVE ACCOUNT	400.00					
	22870844-1	01/25/18 POSTAGE METER REFILL	175.00			101 140 4140	325	1010
	22870844-1	01/25/18 POSTAGE METER REFILL	10.00			101 210 4210	325	1010
	22870844-1	01/25/18 POSTAGE METER REFILL	10.00			101 510 4510	325	1010
	22870844-1	01/25/18 POSTAGE METER REFILL	10.00			290 650 4650	325	1010
	22870844-1	01/25/18 POSTAGE METER REFILL	39.00			601 944 4944	325	1010
	22870844-1	01/25/18 POSTAGE METER REFILL	39.00			602 949 4949	325	1010
	22870844-1	01/25/18 POSTAGE METER REFILL	78.00			604 959 4959	325	1010
	22870844-1	01/25/18 POSTAGE METER REFILL	39.00			605 963 4963	325	1010
		Total for Vendor:	400.00					
		*** Claim from another period (12/17) ****						
27769		5642 REVLAND ALIGNMENT INC	71.50					
	15587	12/29/17 FRNT END ALIGN-'09 CHEV	71.50			602 947 4947	400	1010
		Total for Vendor:	71.50					
27770		63 SCHOTT DIST CO INC	7,591.00					
	301153	01/04/18 BEER	2,663.90			609 975 4975	252	1010
	301153	01/04/18 NA BEVERAGE	79.40			609 975 4975	254	1010
	301881	01/11/18 BEER	4,724.30			609 975 4975	252	1010

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 12 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	301881	01/11/18 NA BEVERAGE	123.40			609 975 4975	254	1010
		Total for Vendor:	7,591.00					
27771		2327 SEMVCET	7,210.00					
	2018-7	01/09/18 2018 AGENCY FUNDS	7,210.00			101 210 4210	334	1010
		Total for Vendor:	7,210.00					
27789		1005 SOUTHEAST SERVICE CO-OP	1,120.00					
	SINV0524	01/10/18 2018 EMPL. ASSIST. PROGRAM	1,120.00			101 417 4417	430	1010
		Total for Vendor:	1,120.00					
27772		3850 SOUTHERN GLAZER'S OF MN	2,464.70					
	1636333	01/10/18 WINE	188.00			609 975 4975	251	1010
	1636333	01/10/18 LIQUOR	2,236.40			609 975 4975	251	1010
	1636333	01/10/18 FREIGHT	40.30			609 975 4975	335	1010
		Total for Vendor:	2,464.70					
27773		2847 SOUTHERN MN INITIATIVE	1,000.00					
	01/12/18	2018 CONTRIBUTION	1,000.00			290 650 4650	430	1010
		Total for Vendor:	1,000.00					
27774		3571 STATE INDUSTRIAL PRODUCTS CORP.	707.45					
	900313532	01/03/18 FLR CLNR/MAGIC MAT/URINAL A	707.45			606 516 4516	220	1010
		Total for Vendor:	707.45					
		*** Claim from another period (12/17) ****						
27775		2055 STEVENS COLLISION CENTER	2,252.98					
	RO# 173	01/04/18 REIMB'D REPAIRS-'07 CHEV	1,601.15			101 1151		1010
	RO# 237	01/08/18 INS REIMB-'13 FORD (MIRR0R)	151.83			604 1151		1010
	RO# 237	01/08/18 DED-DAMAGES TO '13 FORD	500.00			604 957 4957	400	1010
27803		2055 STEVENS COLLISION CENTER	135.10					
	RO# 257	01/04/18 FRNT DR SWITCH-'07 CHEV	135.10			601 943 4943	400	1010
		Total for Vendor:	2,388.08					

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 13 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/	Document \$/	Disc \$						Cash
		Invoice #/Inv Date/Description	Line \$		PO #	Fund Org Acct	Object Proj			Account
*** Claim from another period (12/17) ****										
27776		153 STUSSY CONSTRUCTION INC	1,214.63							
	43380	12/29/17 3/4" ROAD ROCK	1,076.63			601 943 4943	220			1010
	43380	12/29/17 ROCK	23.00			101 310 4310	220			1010
	43380	12/29/17 ROCK	23.00			101 517 4517	220			1010
	43380	12/29/17 ROCK	23.00			601 943 4943	220			1010
	43380	12/29/17 ROCK	23.00			602 948 4948	220			1010
	43380	12/29/17 ROCK	23.00			604 957 4957	220			1010
	43380	12/29/17 ROCK	23.00			605 963 4963	220			1010
	43380	12/29/17 SALES TAX	1.58			604 957 4957	220			1010
	43380	12/29/17 SALES TAX	-1.58			604 2025				1010
		Total for Vendor:	1,214.63							
*** Claim from another period (12/17) ****										
27777		498 TEIGEN PAPER & SUPPLY INC	23.64							
	330716	12/27/17 FOLD TOWELS	3.37			101 310 4310	210			1010
	330716	12/27/17 FOLD TOWELS	3.37			101 312 4312	210			1010
	330716	12/27/17 FOLD TOWELS	3.38			101 517 4517	210			1010
	330716	12/27/17 FOLD TOWELS	3.38			601 943 4943	210			1010
	330716	12/27/17 FOLD TOWELS	3.38			602 948 4948	210			1010
	330716	12/27/17 FOLD TOWELS	3.38			604 957 4957	210			1010
	330716	12/27/17 FOLD TOWELS	3.38			605 963 4963	210			1010
	330716	12/27/17 SALES TAX	0.23			604 957 4957	210			1010
	330716	12/27/17 SALES TAX	-0.23			604 2025				1010
27778		498 TEIGEN PAPER & SUPPLY INC	128.96							
	331055	01/03/18 T TISSUE/HAND SOAP	128.96			606 516 4516	210			1010
		Total for Vendor:	152.60							
27820		4253 TRUCKIN' AMERICA OF ROCHESTER	2,117.75							
	141729	01/17/18 REPAIRS TO PLOW ON '09 CHEV	1,058.87			601 943 4943	400			1010
	141729	01/17/18 REPAIRS TO PLOW ON '09 CHEV	1,058.88			602 948 4948	400			1010
		Total for Vendor:	2,117.75							
*** Claim from another period (12/17) ****										
27780		71 UTILITY CONSULTANTS INC	2,074.74							
	97005	12/28/17 MANTORVILLE TESTING	235.87			602 947 4947	440			1010
	96991	12/28/17 CBOD/TSS/TOT PHOSP/AMMONIA	1,838.87			602 947 4947	440			1010
		Total for Vendor:	2,074.74							

01/18/18
14:06:07

CITY OF KASSON
Claim Approval List
For the Accounting Period: 1/18
For Pay Date: 01/25/18

Page: 14 of 16
Report ID: AP100V

For Pay Date = 01/25/18
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/17) ****								
27781		5035 VALLI INFORMATION SYSTEMS INC	2,043.24					
	45085 12/31/17	UTILITY BILLING MAILING	408.65			601 944 4944	325	1010
	45085 12/31/17	UTILITY BILLING MAILING	408.65			602 949 4949	325	1010
	45085 12/31/17	UTILITY BILLING MAILING	817.29			604 959 4959	325	1010
	45085 12/31/17	UTILITY BILLING MAILING	408.65			605 963 4963	325	1010
		Total for Vendor:	2,043.24					
27782		4466 VINOCOPIA INC	200.00					
	0198317-IN 01/10/18	WINE	200.00			609 975 4975	251	1010
		Total for Vendor:	200.00					
27813		388 WESCO RECEIVABLES CORP	1,133.35					
	937434 01/09/18	15KV SIL CUTOOT	1,133.35			604 957 4957	220	1010
		Total for Vendor:	1,133.35					
27783		2407 WINE MERCHANTS	409.00					
	7166034 01/03/18	WINE	409.00			609 975 4975	251	1010
		Total for Vendor:	409.00					
*** Claim from another period (12/17) ****								
27784		50 XCEL ENERGY	17.48					
	575114496 01/03/18	UTIL SERV-STR LT 12/3-1/2	17.48			101 316 4316	380	1010
		Total for Vendor:	17.48					
*** Claim from another period (12/17) ****								
27785		3247 ZIEGLER INC	5,749.24					
	SW05028926 12/30/17	REPAIR TO 3412 CATERPILLAR	5,749.24			602 948 4948	400	1010
		Total for Vendor:	5,749.24					
		# of Claims	76	Total:	447,235.35			

01/18/18
14:06:08

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 1/18

Page: 15 of 16
Report ID: AP110

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$118,676.70
211 Library Fund	
1010 CASH-OPERATING	\$2,028.00
290 Economic Development	
1010 CASH-OPERATING	\$1,648.20
391 Oppidan/Folkestad TIF	
1010 CASH-OPERATING	\$18.00
601 Water Fund	
1010 CASH-OPERATING	\$7,997.53
602 Sewer Fund	
1010 CASH-OPERATING	\$18,256.74
604 Electric Fund	
1010 CASH-OPERATING	\$224,022.56
605 Storm Water	
1010 CASH-OPERATING	\$3,316.41
606 ICE ARENA	
1010 CASH-OPERATING	\$3,049.99
609 Liquor Fund	
1010 CASH-OPERATING	\$43,338.22
610 Maple Grove Cemetery	
1010 CASH-OPERATING	\$24,654.00
875 Community Policing Fund	
1010 CASH-OPERATING	\$229.00
Total:	\$447,235.35

01/18/18
14:06:08

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 1/18

Page: 16 of 16
Report ID: AP100A

CITY OF KASSON
401 5TH STREET SE
KASSON. MN 55944-2204

The claim batch dated _____ are approved for payment.

APPROVED _____ Council Member

Council Member

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



January 4, 2018

Honorable Mayor and City Council
City of Kasson
401 5th Street SE
Kasson, MN 55944-2204

RE: Kasson, MN
Wastewater Treatment Facility Improvements
Pay Request No. 12

Dear Mayor and City Council:

Enclosed is Pay Request No. 12 for work on the above referenced project.

We recommend payment in the amount of \$81,170.32 to:

DN Tanks Inc.
11 Teal Road
Wakefield, MA 01880

Please contact me if you have any questions.

Sincerely,

WHKS & CO.

A handwritten signature in blue ink, appearing to read "Brandon W. Theobald", is written over the company name.

Brandon W. Theobald, P.E.

BT/kg

Enclosure

cc: Theresa Coleman, City Administrator
Nancy Zaworski, Finance Director
Chris Brown, DN Tanks Inc.
Kevin Graves, WHKS (file copy)

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: KASSON, MN
PROJECT: KASSON, MN
KASSON, MN

FROM CONTRACTOR: DN Tanks, Inc.
PO BOX 670690
DALLAS, TX, 75267-0690

APPLICATION NO.: 12
PERIOD TO : 30-NOV-17
PROJECT NOS.: 16C39
INVOICE NO. 16C3912
CONTRACT DATE : 18-NOV-16

Distribution to:
☐ OWNER
☐ ARCHITECT
☐ CONTRACTOR

CONTRACT FOR: KASSON, MN

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation sheet is attached.

1. ORIGINAL CONTRACT SUM \$ 3,348,900.00
2. Net change by change orders \$ 112,685.00
3. CONTRACT SUM TO DATE (Line1 +/- 2) \$ 3,461,585.00
4. TOTAL COMPLETED & STORED TO DATE \$ 3,449,470.90
(Column 1 on G703)
5. RETAINAGE:
Total retainage Column K of G703) \$ 172,473.56
6. TOTAL EARNED LESS RETAINAGE \$ 3,276,997.34
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior Certificate) \$ 3,195,827.02
8. CURRENT PAYMENT DUE \$ 81,170.32
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 184,587.66
(Line 3 less Line 6)

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previous months by Owner		87,610.00	0.00
APPROVED THIS MONTH			
Number	Date Approved		
EXT0000002	30-NOV-2017	25,075.00	
CURRENT TOTAL		25,075.00	0.00
Net Change by Change Orders		112,685.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor : DN Tanks, Inc.

By : _____ Date : _____

State of : _____

County of : _____

Subscribed and sworn to before
me this _____ day of _____

Notary Public: _____

My Commission expires: _____

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ _____
(Attach explanation If amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT : _____

By : _____ Date : _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

DN Tanks, Inc.

CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulation below, amounts are stated to the nearest cent.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER : 12
APPLICATION DATE : 11/30/2017
PERIOD TO : 11/30/2017
PROJECT NO : 16C39

PAGE: 2

INVOICE NO
16C3912

A	B	C	D	E	F	G		H	I	J	K		
ITEM NO.	DESCRIPTION OF WORK	ORIGINAL SOV	SOV CHANGES	SCHEDULED VALUE	F	WORK COMPLETED (F+G)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER-% (I/E)	BALANCE TO FINISH	THIS PERIOD RETAINAGE	RETAINAGE
						FROM PREVIOUS APPLICATION	THIS PERIOD						
9000	Tank Site Work												
9001	Mobilization- Demobilization and General Condition	50,005.00	0.00	50,005.00	50,005.00	0.00		0.00	50,005.00	100.00	0.00	0.00	2,500.25
9002	Soil Erosion and Sedimentation Control	66,141.00	0.00	66,141.00	56,219.85	3,307.05		0.00	59,526.90	90.00	6,614.10	165.35	2,976.34
9003	Clearing- Grubbing and Existing Fence Removal	9,412.00	0.00	9,412.00	9,412.00	0.00		0.00	9,412.00	100.00	0.00	0.00	470.60
9004	Exist. Earthen Basin Demo.- Excavation and Enginee	308,824.00	0.00	308,824.00	308,824.00	0.00		0.00	308,824.00	100.00	0.00	0.00	15,441.20
9005	Leveling Base Material	25,882.00	0.00	25,882.00	25,882.00	0.00		0.00	25,882.00	100.00	0.00	0.00	1,294.10
9006	Roads- Track- Ramp- Work Areas and Crane Positions	21,176.00	0.00	21,176.00	21,176.00	0.00		0.00	21,176.00	100.00	0.00	0.00	1,058.80
9007	Yard Piping- Valves- Structures and Asphalt Replac	578,337.00	0.00	578,337.00	578,337.00	0.00		0.00	578,337.00	100.00	0.00	0.00	28,916.85
9008	Purchasing and Installing the MLSS pumps and assoc	110,000.00	0.00	110,000.00	93,500.00	11,000.00		0.00	104,500.00	95.00	5,500.00	550.00	5,225.00
9009	Removal and replacement of the Owner-supplied Oxid	10,700.00	0.00	10,700.00	10,700.00	0.00		0.00	10,700.00	100.00	0.00	0.00	535.00
9010	Backfill, Aggregate Driveway Replace. and Site Res	91,859.00	0.00	91,859.00	82,673.10	9,185.90		0.00	91,859.00	100.00	0.00	459.30	4,592.96
9011	Chain Link Fencing	14,972.00	0.00	14,972.00	0.00	14,972.00		0.00	14,972.00	100.00	0.00	748.60	748.60
9012	Electric for Building 40 (MLSS Pumps)	5,075.00	0.00	5,075.00	5,075.00	0.00		0.00	5,075.00	100.00	0.00	0.00	253.75
9013	Electric for Building 10	11,843.00	0.00	11,843.00	11,843.00	0.00		0.00	11,843.00	100.00	0.00	0.00	592.15
9014	Instrumentation Building 40	186,000.00	0.00	186,000.00	186,000.00	0.00		0.00	186,000.00	100.00	0.00	0.00	9,300.00
9015	Instrumentation Building 10	128,900.00	0.00	128,900.00	128,900.00	0.00		0.00	128,900.00	100.00	0.00	0.00	6,445.00
9016	Remaining Instrumentation	3,339.00	0.00	3,339.00	3,339.00	0.00		0.00	3,339.00	100.00	0.00	0.00	166.95
9017	DO Analyzers	19,000.00	0.00	19,000.00	19,000.00	0.00		0.00	19,000.00	100.00	0.00	0.00	950.00
Tank Site Work Total:		1,641,465.00	0.00	1,641,465.00	1,590,885.95	38,464.95		0.00	1,629,350.90	99.26	12,114.10	1,923.25	81,467.55

DN Tanks, Inc.

CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulation below, amounts are stated to the nearest cent.

Use Column I on Contracts where variable retainage for line items may apply.

PAGE: 3

APPLICATION NUMBER : 12

APPLICATION DATE : 11/30/2017

PERIOD TO : 11/30/2017

PROJECT NO : 16C39

INVOICE NO
16C3912

A	B	C	D	E	F	G	H	I	J	K		
ITEM NO.	DESCRIPTION OF WORK	ORIGINAL SOV	SOV CHANGES	SCHEDULED VALUE	WORK COMPLETED (F+G)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER-% (I / E)	BALANCE TO FINISH	THIS PERIOD RETAINAGE	RETAINAGE
					FROM PREVIOUS APPLICATION	THIS PERIOD						
9050	4.5 MG Prestressed Open Top Tank											
9051	Engineering Design Drawings- Calculation- and Insu	45,688.00	0.00	45,688.00	45,688.00	0.00	0.00	45,688.00	100.00	0.00	0.00	2,284.40
9052	Form- Reinforce- and Pour Floor	348,894.00	0.00	348,894.00	348,894.00	0.00	0.00	348,894.00	100.00	0.00	0.00	17,444.70
9053	Casting Wall Panels	257,517.00	0.00	257,517.00	257,517.00	0.00	0.00	257,517.00	100.00	0.00	0.00	12,875.85
9054	Erect Wall Panels	166,140.00	0.00	166,140.00	166,140.00	0.00	0.00	166,140.00	100.00	0.00	0.00	8,307.00
9055	Form and Pour Wall Slots	132,912.00	0.00	132,912.00	132,912.00	0.00	0.00	132,912.00	100.00	0.00	0.00	6,645.60
9056	Form Reinforce and Pour Wall Cap	116,298.00	0.00	116,298.00	116,298.00	0.00	0.00	116,298.00	100.00	0.00	0.00	5,814.90
9057	Core Wall Shotcrete	166,140.00	0.00	166,140.00	166,140.00	0.00	0.00	166,140.00	100.00	0.00	0.00	8,307.00
9058	Prestressing	232,596.00	0.00	232,596.00	232,596.00	0.00	0.00	232,596.00	100.00	0.00	0.00	11,629.80
9059	Covercoat	120,452.00	0.00	120,452.00	120,452.00	0.00	0.00	120,452.00	100.00	0.00	0.00	6,022.60
9060	Tank Exterior Coating	24,921.00	0.00	24,921.00	24,921.00	0.00	0.00	24,921.00	100.00	0.00	0.00	1,246.05
9061	Tank Appurtenances	16,614.00	0.00	16,614.00	16,614.00	0.00	0.00	16,614.00	100.00	0.00	0.00	830.70
9062	Tank Mixer	46,035.00	0.00	46,035.00	46,035.00	0.00	0.00	46,035.00	100.00	0.00	0.00	2,301.75
9063	Tank Piping	33,228.00	0.00	33,228.00	33,228.00	0.00	0.00	33,228.00	100.00	0.00	0.00	1,661.40
	4.5 MG Prestressed Open Top Tank Total:	1,707,435.00	0.00	1,707,435.00	1,707,435.00	0.00	0.00	1,707,435.00	100.00	0.00	0.00	85,371.75
9100	Change Order #1											
9101	Change Order #1	0.00	87,610.00	87,610.00	65,707.50	21,902.50	0.00	87,610.00	100.00	0.00	1,095.13	4,380.51
	Change Order #1 Total:	0.00	87,610.00	87,610.00	65,707.50	21,902.50	0.00	87,610.00	100.00	0.00	1,095.13	4,380.51
9150	Change Order #2											
9151	Change order #2	0.00	25,075.00	25,075.00	0.00	25,075.00	0.00	25,075.00	100.00	0.00	1,253.75	1,253.75
	Change Order #2 Total:	0.00	25,075.00	25,075.00	0.00	25,075.00	0.00	25,075.00	100.00	0.00	1,253.75	1,253.75

DN Tanks, Inc.

CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulation below, amounts are stated to the nearest cent.

Use Column I on Contracts where variable retainage for line items may apply.

PAGE: 4

APPLICATION NUMBER : 12

APPLICATION DATE : 11/30/2017

PERIOD TO : 11/30/2017

PROJECT NO : 16C39

INVOICE NO

16C3912

PROJECT TOTAL :

3,348,900.00	112,685.00	3,461,585.00	3,364,028.45	85,442.45	0.00	3,449,470.90	99.65	12,114.10	4,272.13	172,473.56
--------------	------------	--------------	--------------	-----------	------	--------------	-------	-----------	----------	------------

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



January 11, 2018

Honorable Mayor and City Council
City of Kasson
401 5th Street SE
Kasson, MN 55944-2204

RE: Kasson, MN
Wastewater Treatment Facility Improvements
Pay Request No. 13

Dear Mayor and City Council:

Enclosed is Pay Request No. 13 for work on the above referenced project. Retainage has been reduced from 5% to 2.5% of the overall project cost until the remaining punch list items have been completed in the spring.

We recommend payment in the amount of \$91,599.24 to:

DN Tanks Inc.
11 Teal Road
Wakefield, MA 01880

This project is now considered substantially complete. At the time of final payment and project acceptance by the City Council, we will recommend that the Two-Year Maintenance Period should commence retroactively on December 19, 2017. Please contact me if you have any questions.

Sincerely,

WHKS & CO.

A large, stylized handwritten signature in blue ink, appearing to read "Brandon W. Theobald".

Brandon W. Theobald, P.E.

BT/kg

Enclosure

cc: Theresa Coleman, City Administrator
Nancy Zaworski, Finance Director
Chris Brown, DN Tanks Inc.
Kevin Graves, WHKS (file copy)

PAGE 1 OF 4 PAGES

PROJECT: KASSON, MN
KASSON, MN

ARCHITECT:

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner and that current payment shown herein is now due.

Contractor : DN Tanks, Inc.

By: _____ Date: _____

State of :

County of

Subscribed and sworn to before
me this day of

Notary Public: _____

My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$

(Attach explanation if amount certified differs from the amount applied for. Initial figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

1. ORIGINAL CONTRACT SUM	\$	3,348,900.00
2. Net change by change orders	\$	112,685.00
3. CONTRACT SUM TO DATE (Line1 +/- 2)	\$	3,461,585.00
4. TOTAL COMPLETED & STORED TO DATE	\$	3,454,970.90
(Column I on G703)		
5. RETAINAGE:		
Total retainage Column K of G703)	\$	86,374.32
6. TOTAL EARNED LESS RETAINAGE	\$	3,368,596.58
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT		
(Line 6 from prior Certificate)	\$	3,276,997.34
8. CURRENT PAYMENT DUE	\$	91,599.24
9. BALANCE TO FINISH, INCLUDING RETAINAGE.		
(Line 3 less Line 6)	\$	92,988.42

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Order approved in previous months by Owner		112,685.00	0.00
APPROVED THIS MONTH			
Number	Date Approved		
CURRENT TOTAL		0.00	0.00
Net Change by Change Orders			112,685.00

DN Tanks, Inc.

CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
In tabulation below, amounts are stated to the nearest cent.
Use Column I on Contracts where variable retainage for line items may apply.

PAGE: 2

APPLICATION NUMBER: 13
APPLICATION DATE: 12/31/2017
PERIOD TO: 12/31/2017
PROJECT NO: 16C39

INVOICE NO
16C3913

A	B	C	D	E	F	G		H	I	J	K	
ITEM NO.	DESCRIPTION OF WORK	ORIGINAL SOV	SOV CHANGES	SCHEDULED VALUE	WORK COMPLETED (F+G)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER-% (I / E)	BALANCE TO FINISH	THIS PERIOD RETAINAGE	RETAINAGE
					FROM PREVIOUS APPLICATION	THIS PERIOD						
9000	Tank Site Work											
9001	Mobilization- Demobilization and General Condition	50,005.00	0.00	50,005.00	50,005.00	0.00	0.00	50,005.00	100.00	0.00	-1,250.12	1,250.13
9002	Soil Erosion and Sedimentation Control	66,141.00	0.00	66,141.00	59,526.90	0.00	0.00	59,526.90	90.00	6,614.10	-1,488.17	1,488.17
9003	Clearing- Grubbing and Existing Fence Removal	9,412.00	0.00	9,412.00	9,412.00	0.00	0.00	9,412.00	100.00	0.00	-235.30	235.30
9004	Exist. Earthen Basin Demo.- Excavation and Enginee	308,824.00	0.00	308,824.00	308,824.00	0.00	0.00	308,824.00	100.00	0.00	-7,720.60	7,720.60
9005	Leveling Base Material	25,882.00	0.00	25,882.00	25,882.00	0.00	0.00	25,882.00	100.00	0.00	-647.05	647.05
9006	Roads- Track- Ramp- Work Areas and Crane Positions	21,176.00	0.00	21,176.00	21,176.00	0.00	0.00	21,176.00	100.00	0.00	-529.40	529.40
9007	Yard Piping- Valves- Structures and Asphalt Replac	578,337.00	0.00	578,337.00	578,337.00	0.00	0.00	578,337.00	100.00	0.00	-14,458.42	14,458.43
9008	Purchasing and Installing the MLSS pumps and assoc	110,000.00	0.00	110,000.00	104,500.00	5,500.00	0.00	110,000.00	100.00	0.00	-2,475.00	2,750.00
9009	Removal and replacement of the Owner-supplied Oxid	10,700.00	0.00	10,700.00	10,700.00	0.00	0.00	10,700.00	100.00	0.00	-267.50	267.50
9010	Backfill. Aggregate Driveway Replace. and Site Res	91,859.00	0.00	91,859.00	91,859.00	0.00	0.00	91,859.00	100.00	0.00	-2,296.48	2,296.48
9011	Chain Link Fencing	14,972.00	0.00	14,972.00	14,972.00	0.00	0.00	14,972.00	100.00	0.00	-374.30	374.30
9012	Electric for Building 40 (MLSS Pumps)	5,075.00	0.00	5,075.00	5,075.00	0.00	0.00	5,075.00	100.00	0.00	-126.87	126.88
9013	Electric for Building 10	11,843.00	0.00	11,843.00	11,843.00	0.00	0.00	11,843.00	100.00	0.00	-296.07	296.08
9014	Instrumentation Building 40	186,000.00	0.00	186,000.00	186,000.00	0.00	0.00	186,000.00	100.00	0.00	-4,650.00	4,650.00
9015	Instrumentation Building 10	128,900.00	0.00	128,900.00	128,900.00	0.00	0.00	128,900.00	100.00	0.00	-3,222.50	3,222.50
9016	Remaining Instrumentation	3,339.00	0.00	3,339.00	3,339.00	0.00	0.00	3,339.00	100.00	0.00	-83.47	83.48
9017	DO Analyzers	19,000.00	0.00	19,000.00	19,000.00	0.00	0.00	19,000.00	100.00	0.00	-475.00	475.00
Tank Site Work Total:		1,641,465.00	0.00	1,641,465.00	1,629,350.90	5,500.00	0.00	1,634,850.90	99.60	6,614.10	-40,596.25	40,871.30

DN Tanks, Inc.

CONTINUATION SHEET

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

In tabulation below, amounts are stated to the nearest cent.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER : 13

APPLICATION DATE : 12/31/2017

PERIOD TO : 12/31/2017

PROJECT NO : 16C39

PAGE: 3

INVOICE NO
16C3913

A	B	C	D	E	F	G	H	I	J	K		
ITEM NO.	DESCRIPTION OF WORK	ORIGINAL SOV	SOV CHANGES	SCHEDULED VALUE	WORK COMPLETED (F+G)		MATERIAL PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE	PER-% (I/I E)	BALANCE TO FINISH	THIS PERIOD RETAINAGE	RETAINAGE
					FROM PREVIOUS APPLICATION	THIS PERIOD						
9050	4.5 MG Prestressed Open Top Tank											
9051	Engineering Design Drawings- Calculation- and Insu	45,688.00	0.00	45,688.00	45,688.00	0.00	0.00	45,688.00	100.00	0.00	-1,142.20	1,142.20
9052	Form- Reinforce- and Pour Floor	348,894.00	0.00	348,894.00	348,894.00	0.00	0.00	348,894.00	100.00	0.00	-8,722.35	8,722.35
9053	Casting Wall Panels	257,517.00	0.00	257,517.00	257,517.00	0.00	0.00	257,517.00	100.00	0.00	-6,437.92	6,437.93
9054	Erect Wall Panels	166,140.00	0.00	166,140.00	166,140.00	0.00	0.00	166,140.00	100.00	0.00	-4,153.50	4,153.50
9055	Form and Pour Wall Slots	132,912.00	0.00	132,912.00	132,912.00	0.00	0.00	132,912.00	100.00	0.00	-3,322.80	3,322.80
9056	Form Reinforce and Pour Wall Cap	116,298.00	0.00	116,298.00	116,298.00	0.00	0.00	116,298.00	100.00	0.00	-2,907.45	2,907.45
9057	Core Wall Shotcrete	166,140.00	0.00	166,140.00	166,140.00	0.00	0.00	166,140.00	100.00	0.00	-4,153.50	4,153.50
9058	Prestressing	232,596.00	0.00	232,596.00	232,596.00	0.00	0.00	232,596.00	100.00	0.00	-5,814.90	5,814.90
9059	Covercoat	120,452.00	0.00	120,452.00	120,452.00	0.00	0.00	120,452.00	100.00	0.00	-3,011.30	3,011.30
9060	Tank Exterior Coating	24,921.00	0.00	24,921.00	24,921.00	0.00	0.00	24,921.00	100.00	0.00	-623.02	623.03
9061	Tank Appurtenances	16,614.00	0.00	16,614.00	16,614.00	0.00	0.00	16,614.00	100.00	0.00	-415.35	415.35
9062	Tank Mixer	46,035.00	0.00	46,035.00	46,035.00	0.00	0.00	46,035.00	100.00	0.00	-1,150.87	1,150.88
9063	Tank Piping	33,228.00	0.00	33,228.00	33,228.00	0.00	0.00	33,228.00	100.00	0.00	-830.70	830.70
	4.5 MG Prestressed Open Top Tank Total:	1,707,435.00	0.00	1,707,435.00	1,707,435.00	0.00	0.00	1,707,435.00	100.00	0.00	-42,685.86	42,685.89
9100	Change Order #1											
9101	Change Order #1	0.00	87,610.00	87,610.00	87,610.00	0.00	0.00	87,610.00	100.00	0.00	-2,190.26	2,190.25
	Change Order #1 Total:	0.00	87,610.00	87,610.00	87,610.00	0.00	0.00	87,610.00	100.00	0.00	-2,190.26	2,190.25
9150	Change Order #2											
9151	Change order #2	0.00	25,075.00	25,075.00	25,075.00	0.00	0.00	25,075.00	100.00	0.00	-626.87	626.88
	Change Order #2 Total:	0.00	25,075.00	25,075.00	25,075.00	0.00	0.00	25,075.00	100.00	0.00	-626.87	626.88

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Contractor's signed Certification is attached.
In tabulation below, amounts are stated to the nearest cent.
Use Column 1 on Contracts where variable retainage for line items may apply.

PAGE: 4

INVOICE NO
16C3913

PROJECT TOTAL :		3,348,900.00	112,685.00	3,461,585.00	3,449,470.90	5,500.00	0.00	3,454,970.90	99.81	6,614.10	-86,099.24	86,374.32
------------------------	--	--------------	------------	--------------	--------------	----------	------	--------------	-------	----------	------------	-----------

Economic Development Coordinator's Annual Report 2017

City of Kasson

Rebecca Charles, Community & Business Development Specialist, CEDA

May 2017

- 23rd – First Day working in Kasson
- 24th – Marketing in the Morning: This month's Marketing in the morning was hosted in Rushford, MN. Presenter was Sarah Miller of White Space. Sarah is a brand strategist who helps businesses, people and communities to discover or remake their brand.
- The remainder of this month was spent training and gaining introductions to the City of Kasson.

June 2017

- 1st – 1-on-1 Meeting with EDA Chairman, Jeff Stevenson
- 6th – EDA Meeting
 - Decision was made to begin updating the Policies & Procedures Manual
 - Creation of a new Revolving Loan Fund Application Begun
- 13th/22nd – Buxton/Scout Training on pulling reports specifically for local businesses.
- 13th - Met with John Eischen & Keith Cousins of the Rochester Area Builders Association to discuss their potential impact on the City of Kasson
- 14th – R. Charles attended first Kasson Chamber of Commerce Meeting
- 21st – Journey to Growth Bi-Annual Meeting: Largest impact to Kasson that was discussed, is the Highway 14 partnership to expand Highway 14 from two to four lanes between Dodge Center and Owatonna.
- 29th – 1-on-1 Meeting with EDA Member Dan Egger
- Creation and purchase of FOR SALE signs for the City to use for commercial lots for sale in the community.

July 2017

- NO EDA Meeting (quorum not achieved)
- 14th – Economic Development Professionals Meeting – Oronoco, MN
- 18th – Minnesota Main Street Program: Faribault Visit – Went to the city to see the success of the program first hand. Following this appointment, the city signed up for the program in the amount of \$200 for an Annual Associate Membership.
- 20th – Preservation Alliance of Minnesota: Main Street Training: Vacant & Underutilized Buildings. Here, it was discussed, different ways to approach downtown revitalization. The discussion addressed Historical Building opportunities, problem property owners, renters & facade improvement programs, etc.
- Revolving Loan Fund Application creation is completed along with updates to Policies & Procedures Manual
- 'Proposal for Acquisition and Easements' was created and sent to Kranthi Realty to request access to the "Shopko Lot" located at 307 S. Mantorville Avenue in Kasson. The proposal also includes trail easements and the acquisition of the small northern property between the 307 parcel and drive into the Shopko parking lot.
- Dodge County Housing Study: R. Charles put together 'Request for Proposal' documents which were sent out to a number of different firms requesting quotes for a county wide housing study.
- Buxton Program: R. Charles has been able to pull a number of reports showing the leakage in the community, or gaps in availability of specific items.

Economic Development Coordinator's Annual Report 2017

City of Kasson

Rebecca Charles, Community & Business Development Specialist, CEDA

August 2017

- 1st – EDA Meeting
- 1st – Meeting with Todd Meyhoff of Brunton Architects & Engineers. City Administrator, T. Coleman and myself met with Mr. Meyhoff to discuss the different types of businesses that Kasson is looking to add to its community. Mr. Meyhoff offered to begin looking for some of these businesses, who he works with on a regular basis, to move to town.
- 1st – 1-on-1 Meeting with EDA Member Mike Peterson
- Began creating Promotional Materials for the ICSC Trade Show in Chicago
 - Informational Tri Fold
 - Spec sheets for all available commercial lots in the city including those at the South Bend Commercial Park, Leth Subdivision and city owned lots downtown and on Mantorville Ave.
 - Conceptual Art for South Bend Commercial Park
 - Residential development information
 - Testimonials, etc.

September 2017

- 5th – EDA Meeting
- 15th – Met with Jim Checkel of the Kasson Lyon's Club to discuss plans to turn Lyon's park into a wellness park.
- 19th – Special EDA Meeting to discuss offer from Ron Carlson for the 307 S Mantorville Ave Lot. Concept of the offer was accepted by the EDA and went on to the City Council for further review.
- City of Kasson Promotional Materials completed and loaded onto 50 thumb drives for the ICSC Trade Show in Chicago.
- Received application for TIF from Chad Stannard and held several discussions with him about the request. Mr. Stannard was looking to get tax assistance for his proposed storage units site. (this was later declined at the November EDA Meeting)

October 2017

- 3rd – EDA Meeting
- 4th – Preservation Alliance – Minnesota Main Street Program: Using Your Story to Sell Your Downtown: This program focused on using social media and community activism to bring awareness and activity to your downtown
- 18th – Dodge County EDA Summit: Childcare
- 19th – R. Charles attended her first 'Day at the Capitol Committee' meeting today. This will be held once a month to plan the event at the state capitol.
- First round of follow-up letters were created and sent out to contacts from the ICSC Trade Show in Chicago. All included copies of promotional material that was designed especially for each company on our list.
- Second offer was made from O'Reilly Auto Parts for the 307 S. Mantorville Avenue Parcel. After some communication between R. Charles and our contact with O'Reilly's, the issue has been passed to the city attorney to address both offers on the lot.

Economic Development Coordinator's Annual Report 2017

City of Kasson

Rebecca Charles, Community & Business Development Specialist, CEDA

- Two attempts were made this month to contact Brundha Kranthi at Kranthi Realty requesting a response to our 'Proposal for Acquisition and Easements' for the 307 S. Mantorville Ave. Lot. They were informed that there were prospective buyers wishing to purchase the property at this time. She did share her Shopko contact information with R. Charles so he could be contacted directly. R. Charles contacted Mr. Patrick Bryan on October 25th.

November 2017

- 7th – EDA Meeting
- BUXTON LSMx Demo at Chamber of Commerce Meeting
- 15th – Kasson Hosts Marketing in the Morning during Global Entrepreneurship Week. At this event, Heather Holmes, Project Director for Journey to Growth, shared extremely valuable and relevant information on constructing and submitting effective press releases. Heather spent over a decade in television news and has won numerous awards including two Emmy nominations for video promotion production and journalism/storytelling. The event was held at the Kasson Public Library.
- Images Grant Writing: R. Charles has begun spending a great deal of time working to assist Images on Metal in obtaining a Rural Energy for America Program (REAP) grant from the USDA. The grant will be used for replacing their current energy inefficient screen printer with a new high efficiency LED screen printer, along with some other energy efficient upgrades. The grant is expected to cover approximately 25% of the project with is more than \$350,000.
- Dodge County Housing Study: After votes were cast by all participating communities, the decision was made to obtain the county wide housing study from Maxfield Research of Golden Valley, MN. The study is set to begin after the 1st of December.

December 2017

- 5th – EDA Meeting
- Images Grant Writing: R. Charles has been working with Images on Metal to get the paperwork finished for the USDA REAP Grant. The final item that they are waiting on is the completion of the Energy Audit on the current vs. expected energy usage before and after the upgrades.
- Offers for the 307 S. Mantorville Avenue are still under consideration and each is negotiating in closed sessions of the City Council along with the City Attorney.
- Research on state statutes for EDA Board and its members completed.

Community and Economic Development Associates

Team Member Performance Appraisal

Team Member: Rebecca Charles Date: 11-9-17

A periodic Performance Appraisal is used by CEDA to objectively evaluate our team member's effectiveness and performance. Your answers will remain confidential as to the source.

Overall, how would you rate the team member's effectiveness and performance?

1. Outstanding: Excellent performance that far exceeds the requirements.
2. Very good: Above average performance that exceeds the requirements.
3. Average: Acceptable performance that meets the requirements.
4. Below Average: Minimally acceptable performance that meets some of the requirements.
5. Unsatisfactory: Unacceptable performance that does not meet the requirements.

How would you rate the team member's effectiveness and performance in each of the following categories?

	Outstanding			Unsatisfactory	
A. Attitude	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
B. Learning ability	1 <input type="checkbox"/>	2 <input checked="" type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
C. Knowledge	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
D. Quantity of work completed	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
E. Quality of work completed	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
F. Problem solving	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
G. Oral communication	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
H. Written communication	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
I. Decision making ability	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
J. Leadership qualities	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input checked="" type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>

What suggestions would you have for the team member to improve their effectiveness and performance?

meets expectations
Rebecca has been learning about our
community and development strategies;

I encourage her to continuing educating
herself and exploring best practices.

What suggestions would you have for improvements to CEDA and the relationship with your organization?

perhaps provide an overview of trends
and best practices at the monthly
EDA meeting to provide additional resources
to commissioners. (ie: overview of TIF or

PREPARED BY: Jhuren Coleman

TITLE: City Administrator

Rural Development Programs or sharing other topics with the Commissioners.)

Contract for Professional Services

This contract is made and entered into by Community and Economic Development Associates, a Minnesota nonprofit corporation exempt from income tax as an organization operated for charitable purposes within the meaning of Internal Revenue Code section 501(c)(3), hereafter “CEDA”, and the City of Kasson, a political subdivision of the State of Minnesota, hereafter “the City”, to define the terms by which CEDA shall provide technical and management expertise services to the City.

I. Agreement scope and purpose. The City hereby retains CEDA to perform to its benefit the services described in paragraph II, to the end of the City more effectively accomplishing:

- * Prevention and/or combat of community and neighborhood deterioration and revitalization of deteriorated neighborhoods;
- * Attraction and/or retention of businesses that would not, but for the assistance provided, choose to locate/remain in the area;
- * The securing of businesses who will be required to provide jobs for unemployed and underemployed residents of the community; and
- * The expansion of business opportunities for minority entrepreneurs and other entrepreneurs that are viable business opportunities to enhance the well being of the community and/or for businesses who are unable to obtain financing from conventional sources

II. Services to be provided by CEDA. CEDA agrees to provide technical and management expertise in the form of staff and materials to the City. Staff’s services, and associated materials, will be provided in order to facilitate and support the accomplishment of the City’s undertakings to the ends described in the preceding paragraph. CEDA’s staff and materials shall be made available toward efforts in the following specific arenas of the City’s needs and operations:

- * Assessment and pursuit of grantor funding for the City’s economic development programs
- * Providing loan packaging services for the City’s business assistance programs
- * Administering local, regional and state revolving loan funds, if appropriate
- * Drafting and providing staff support for the City’s Economic Development Work Plan(s)
- * Planning, facilitating, and/or directly conducting the City’s community and business development projects, including as necessary, staffing those projects as directed by the City in consultation with CEDA. These efforts shall include (but are not limited to), the following:
 - * work in coordination with other agencies
 - * developing relationships and partnerships to enhance the City’s goals
 - * provide general economic development and community development services
 - * promoting the use of local assets to support and promote value-added processes and unique based businesses (notably supporting the City’s Buxton partnership)
- * Assisting with local projects related to business and industry, community, and land and buildings
- * Assisting with the City’s economic development marketing efforts and coordination; including website development and maintenance
- * Coordinating and/or hosting forums in which the City’s comprehensive planning and economic development programs are open for the public’s review

III. Obligations of the City.

A. The City shall reimburse CEDA for staff time provided at the annual rate of \$41,124 not to exceed annually. This will be pro-rated from the date the contract starts. This is based on an average of sixteen hours per week.

B. Materials, conferences, meetings and the like shall be paid for on a unit basis agreed to by the City in writing prior to the provision of the materials.

C. The City shall be responsible to provide payment to CEDA within 30 days of the submission of each invoice provided by CEDA.

IV. Obligations of CEDA.

A. CEDA is performing services as an independent contractor. Accordingly, the provision of staff by CEDA to provide technical and management expertise to the City under this Agreement neither creates a release of CEDA staff to employment at the City nor makes such staff subject to supervision by the City.

B. CEDA has no authority or right, express or implied, to assume or create any obligation or responsibility on behalf of the City or to bind the City in any manner. CEDA will not represent the contrary, either expressly or implicitly, to anyone.

C. CEDA is solely responsible for payroll tax responsibilities related to each of its staff persons whose time is provided under this Agreement and shall acquire and maintain necessary insurance related to their efforts under this Agreement, including carrying workers' compensation insurance coverage at all times. CEDA shall supply the City with certification of such coverage.

D. CEDA shall be responsible to invoice the City for staff time and materials provided under this Agreement on a periodic basis, no less frequently than quarterly.

V. Period/Termination. The term of this Agreement is one year, commencing January 1, 2018. The Agreement may be terminated earlier in its term upon 30 days' written notice by CEDA to the City or by the City to CEDA. Upon termination, the City shall be liable to pay CEDA for services performed at \$41,124 per year and materials provided under this Agreement prior to and through the effective date of termination, unless otherwise specifically agreed by the parties in writing.

VI. Confidentiality: CEDA staff will maintain confidentiality related to retail recruitment and will not discuss or disclose economic and planning activities with former employees of the City of Kasson.

VII. Construction of Agreement. This Agreement is to be performed and construed under Minnesota law, and supersedes any and all prior agreements and contains the entire agreement of the parties.

CITY OF KASSON

By _____

Its _____

Date _____

By _____

Its _____

Date _____

COMMUNITY AND ECONOMIC DEVELOPMENT ASSOCIATES

By _____

Its _____

Date _____



1500 South Hwy 52
PO Box 483
Chatfield, MN 55923
Phone - 507.867.3164

www.cedausa.com

January 2, 2018

Theresa Coleman
City of Kasson
401 5th Street SE
Kasson, MN 55944

RE: Economic development support services billing

Please accept this letter as a billing for economic development staffing services for the 1st quarter of 2018.

Per contract: \$10,281.00

Total: \$10,281.00

Please remit check to:

CEDA
PO Box 483
Chatfield, MN 55923

We appreciate the confidence you have in our organization!

Sincerely,

Ron Zeigler

Ron Zeigler
CEO/President

AGREEMENT RELATING TO THE OLD STONE WATER TOWER

THIS AGREEMENT is made this ____ day of _____, 2018, between the City of Kasson, a Minnesota municipal corporation, (hereinafter referred to as the "City"), and the Dodge County Historical Society, a Minnesota non-profit corporation, (hereinafter referred to as the "DCHS").

WHEREAS, on June 1, 1997, the above parties entered into an Agreement relating to the Old Stone Water Tower; and

WHEREAS, the Old Stone Water Tower is located on City-owned property located at the southeast corner of 2nd Street NW and 4th Avenue NW, a legal description of which property is described on the attached Exhibit #1; and

WHEREAS, the parties agree to terminate the 1997 Agreement with the signing of this Agreement;

THE PARTIES HEREBY AGREE TO THE FOLLOWING:

1. To safeguard the Old Stone Water Tower's status on the National Register of Historic Places, the City agrees to consult with the Minnesota State Preservation Office before beginning any preservation, rehabilitation, restoration, or reconstruction work on the Old Stone Water Tower.

2. As of January 17, 2018, the DCHS holds in trust for the restoration and future upkeep of the Old Stone Water Tower funds in the approximate amount of \$11,000.00. Those funds shall be earmarked SOLELY a) for the use of the restoration and upkeep of the Old Stone Water Tower by the City, and b) for the creation and installation of a historic marker for the Old Stone Water Tower. Upon execution of this Agreement, the DCHS shall provide the City a copy of the January, 2018 bank statement showing the actual remaining amount of funds it holds in trust for the benefit of the Old Stone Water Tower. For each subsequent month that there remains a balance in that account, the DCHS shall provide the City a copy of the monthly bank statement and all documentation of how any such remaining funds were spent during that month. Upon the City's presentation to the DCHS of a plan for restoration and upkeep of the Old Stone Water Tower, the DCHS agrees to disburse all remaining funds in the account to the City.

3. The historic marker for the Old Stone Water Tower will be paid for from the funds held in trust by the DCHS and installed on the Old Stone Water Tower property by August 1, 2018. The historic marker shall be created by one of the companies specializing in historical marker design and creation listed on the Minnesota State Historical Society's Preservation Specialist Directory. The City retains the final right of approval of the appearance and language of the historic marker prior to its creation, and retains the final right of approval over the location and placement of the marker.

4. The DCHS states that the only structural artifact of the Old Stone Water Tower in its possession is a shutter. That shutter shall remain in the possession of the DCHS unless and until the City determines that it can be reattached to the Old Stone Water Tower, in which case the shutter will be reattached and become a part of the structure. Should the City determine that the shutter cannot be reattached, the shutter shall become the permanent possession of the DCHS.

5. The DCHS may, upon approval of the City of Kasson, provide interpretive programs for the Old Stone Water Tower. The DCHS shall assume all risks associated with providing such programs and each party shall provide proof of insurance to the other prior to the event. Should the City ask the DCHS to provide programming at the Old Stone Water Tower, each party shall provide proof of its own insurance to the other party prior to the event.

6. Neither the DCHS nor its members or agents shall make any improvements to or perform any landscaping on the Old Stone Water Tower property without the prior written consent of the City.

7. This Agreement relating to the Old Stone Water Tower constitutes the entire agreement between the parties and shall be governed by the laws of the State of Minnesota.

8. All notices required herein shall be in writing and delivered personally or mailed to the addresses shown below and if mailed, are effective as of the date of mailing;

Kasson City Administrator
Kasson City Hall
401 5th Street SE
Kasson, MN 55944

Dodge County Historical Society
P.O. Box 456
615 N. Main
Mantorville, MN 55955

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement relating to the Old Stone Water Tower on the day and year first above written.

CITY OF KASSON

Chris McKern, Mayor

Theresa Coleman, City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF DODGE)

The foregoing instrument was acknowledged before me this ____ day of _____, 2018, by Chris McKern and Theresa Coleman, the Mayor and City Administrator of the City of Kasson, a municipal corporation under the laws of the State of Minnesota on behalf of the City.

Notary Public

DODGE COUNTY HISTORICAL SOCIETY

Officer

Don Westfall, Executive Director

STATE OF MINNESOTA)
)ss.
COUNTY OF DODGE)

The foregoing instrument was acknowledged before me this ____ day of _____, 2018, by _____ and _____, as agents and officers of the Dodge County Historical Society, a Minnesota Non-Profit Corporation.

Notary Public

DODGE COUNTY HISTORICAL SOCIETY

Don Westfall, Executive Director

Coy Borgstrom, President

STATE OF MINNESOTA)
)ss.
COUNTY OF DODGE)

The foregoing instrument was acknowledged before me this _____ day of December, 2017, by Don Westfall and Coy Borgstrom, the Executive Director and President of the Dodge County Historical Society, a non-profit corporation under the laws of the State of Minnesota on behalf of the corporation.

Notary Public

Sewer Connection Fee

	SEWER ACCESS at time of final plat	SAC PER LOT	SEWER CONNECTION at time of bldg permit	PER LOT TOTAL
2004	\$4,500.00	\$1,500.00	\$750.00	\$2,250.00
2005			\$2,250.00	\$2,250.00
2017	\$1,000.00	\$333.33	\$2,450.00	\$2,783.33
Difference between current charges per lot and 2004 access per lot				\$1,283.33

In December of 2005, the City Council passed a resolution shifting charges to a connection fee only. I'm not aware of the Statute at the time. Current statute allows for equitable charges. Neither the minutes of that meeting nor the resolution provide guidance in regard to fees to be paid by developers who had been charged a Sewer Access Charge prior to that decision. It may have been an administrative decision to continue charging \$750 for connections.

In 2017, a \$1000 Sewer Access Charge was added to the fee schedule and the Sewer Connection fee was increased to \$2,450. A tradition of charging a reduced connection fee for subdivisions continued. In the meantime, several subdivisions were platted in 2017; subject to both SAC and connection. Sewer Access Charges are due at final plat and Connection fees will be due at permitting

The difference between the SAC per acre paid in 2004 and the current total charges per lot = \$1,283.33

recommended by department heads and approved by appropriate boards. Ayes: Burton, Marti, Nelson, Tjosaas, Worden. Nays: None.

Resolution #12.10-05
Resolution Authorizing Pay Range Adjustment
(on file)

3. **SAC and Connection Fee Changes:** Motion by Marti and second by Worden to adopt the resolution amending the 2004 Fee Schedule which eliminates the Sewer Access Charge, as required by Statute, and recover those revenues in the connection fees. Ayes: Burton, Marti, Nelson, Tjosaas, Worden. Nays: None.

Resolution #12.11-05
Resolution Amending the 2004 Fee Schedule
(on file)

4. **Proposals for a Job Classification and Compensation Study:** Motion by Tjosaas and second by Nelson, with all voting aye, to approve hiring Springsted to do a Job Classification and Compensation Study according to their proposal at a cost of \$17,600.00 as recommended by the Administration Committee.
5. **Elected Official Out of State Travel Policy:** Motion by Worden and second by Nelson to adopt the resolution amending the City of Kasson Employment Policy Handbook regarding elected official out-of-state travel, including changing the out-of-pocket meal expenses to \$50.00 per day. Ayes: Burton, Marti, Nelson, Tjosaas, Worden. Nays: None.

Resolution #12.12-05
Resolution Amending the City of Kasson Employment Policy Handbook
Regarding Elected Official Out-of-State Travel
(on file)

6. **Conservation Improvement Program Report Letter:** The City is required to submit an annual report to the Department of Commerce on the required conservation improvement activities. Motion by Worden and second by Tjosaas, with all voting aye, to approve sending the letter reporting the City's CIP activities to the Department of Commerce.

Programs other than the Energy Star rebate program are needed to reach the City's CIP expenditure goals of \$30,000 annually. Motion by Nelson and second by Marti, with all voting aye, to start a load management program in 2006 to reach the expenditure goal.

7. **Letter from Mindi and Chris Klein:** A letter from Mindi and Chris Klein outlined their reasons for making the annexation of properties along County Highway 34 East a priority. The Kleins placed their home up for sale and found that the septic system was not functioning properly and threatened the quality of their well water. Due to these circumstances, in order to sell their house, their only option is to drill a new well and replace the septic system at a cost of over \$25,000. They are asking that the council establish a timeline for the annexation and an estimated cost to the property owners for City water and sewer connections. Council members discussed the annexation and were in agreement that

timeline 1
the major

PERSONNEL

1. **Resignation**
of City
Tjosaas,
resignat

Motion
Interim

CLERK-ADMIN

1. **News f**
Inc. has
continu
project

2. **Focus**
meetin
want/e
projec
and di

3. **OSHL**
There
gas ca

4. **Clos**
close
and 1
Out
a.

b.

ADJOURN

ATTEST:


Michael F.

**CITY OF KASSON
RESOLUTION 12.11-05**

RESOLUTION AMENDING THE 2004 FEE SCHEDULE

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KASSON, MN:

The following fees are added or amended in the 2004 Fee Schedule:

Sewer

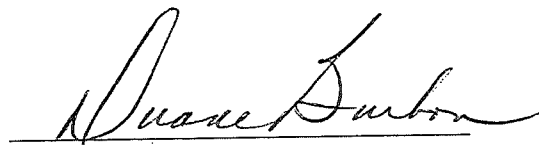
Connection

Single Residence	\$2,250.00
Condominiums	\$2,250.00 per unit
Multiple Dwellings	\$2,250.00 for 1 st unit + \$150.00 for each additional unit
Mobile Homes	
Privately Owned Park	\$1,500.00 for 1 st unit + \$100.00 for each add'l unit
Park w/Public System	\$1,500.00 per unit
Other Mobile Homes	\$1,500.00 per unit
Campgrounds	\$1,000.00 for 1 st unit + \$100.00 for each additional unit
Commercial	\$2,500.00
Industrial	\$2,250 for each 10,000 gallons of usage
Tapping Inspection	\$100.00

ADOPTED this 21st day of December, 2005.

ATTEST:


Michael Rietz, City Administrator


Duane Burton, Mayor

The motion for the adoption of the foregoing resolution was made by Council Member Marti and duly seconded by Council Member Worden. Upon a vote being taken, the following members voted in favor thereof: Burton, Marti, Nelson, Tjosaas, Worden. Those against same: None.

444.075 WATERWORKS SYSTEMS; STORM, SANITARY SEWER SYSTEMS.

Subdivision 1. **Definitions.** The definitions in this subdivision apply in this section.

(a) "Municipality" means a home rule charter or statutory city or a town that is not in an orderly annexation process on October 3, 1989.

(b) "Governing body" means the town board with respect to towns.

(c) "Waterworks" means waterworks systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a waterworks system.

(d) "Sanitary sewer" means sanitary sewer systems, including sewage treatment works, disposal systems, and other facilities for disposing of sewage, industrial waste, or other wastes.

(e) "Storm sewer" means storm sewer systems, including mains, holding areas and ponds, and other appurtenances and related facilities for the collection and disposal of storm water.

(f) "Facilities" means and includes waterworks, sanitary sewer and storm sewer systems, or any portion or portions thereof.

Subd. 1a. **Authorization.** Any municipality may build, construct, reconstruct, repair, enlarge, improve, or in any other manner obtain facilities, and maintain and operate the facilities inside or outside its corporate limits, and acquire by gift, purchase, lease, condemnation, or otherwise any and all land and easements required for that purpose. The authority hereby granted is in addition to all other powers with reference to the facilities otherwise granted by the laws of this state or by the charter of any municipality. The authority regarding storm sewers granted to municipalities which have territory within a watershed which has adopted a watershed plan pursuant to section 103B.231 shall be exercised, with respect to facilities acquired following the adoption of the watershed plan, only for facilities which are not inconsistent with the watershed plan. The authority regarding storm sewers granted to municipalities which have adopted local water management plans pursuant to section 103B.235 shall be exercised, with respect to facilities acquired following the adoption of a local plan, only for facilities which are not inconsistent with the local plan. Counties, except counties in the seven-county metropolitan area, shall have the same authority granted to municipalities by this subdivision except for areas of the county organized into cities and areas of the county incorporated within a sanitary district established by special act of the legislature.

Subd. 2. **Financing.** For the purpose of paying the cost of building, constructing, reconstructing, repairing, enlarging, improving, or in other manner obtaining the facilities or any portion of them, and of obtaining and complying with permits required by law, a municipality or county may issue and sell its general obligations, which may be made payable primarily from taxes or from special assessments to be levied to pay the cost of the facilities or from net revenues derived from facilities service charges or from other nontax revenues pledged for their payment under charter or other statutory authority, or from two or more of the sources; or it may issue special obligations, payable solely from taxes or special assessments or from revenues, or from two or more of the sources. Real estate tax revenues should be used only, and then on a temporary basis, to pay general or special obligations when the other revenues are insufficient to meet the obligations. All obligations shall be issued and sold in accordance with chapter 475. When special assessments are pledged for the payment of the obligations, they shall be authorized and issued in accordance with the provisions of chapter 429, or of the city's charter if it authorizes these obligations and the governing body determines to proceed under the charter. When net revenues are pledged to the payment of the obligations, together with or apart from taxes and special assessments, the pledge shall be made in accordance with the provisions of subdivision 3.

Subd. 2a. Collection of charges by watershed districts. (a) With respect to watershed districts, charges established under section 103D.729 for the purpose of projects under section 103D.730 may be billed and collected in a manner the district shall determine, including certification to the counties with territory within the district for collection by the counties. A county may bill and collect the charges in a manner the county board shall determine or as described in paragraph (b).

(b) On or before October 15 in each year, the district or county board may certify to the county auditor all unpaid outstanding charges, and a description of the lands against which the charges arose. The county auditor shall extend the charges with interest not to exceed the interest rate provided for in section 279.03, subdivision 1, upon the tax rolls of the county for the taxes of the year in which the charge is filed. For each year ending October 15 the charge with interest shall be carried into the tax becoming due and payable in January of the following year, and shall be enforced and collected in the manner provided for the enforcement and collection of real property taxes. The charges, if not paid, shall become delinquent and subject to the same penalties and the same rate of interest as real property taxes.

(c) Any individual may appeal the charges under section 103D.535.

Subd. 3. Charges; net revenues. (a) To pay for the construction, reconstruction, repair, enlargement, improvement, or other obtainment, the maintenance, operation and use of the facilities, and of obtaining and complying with permits required by law, the governing body of a municipality or county may impose just and equitable charges for the use and for the availability of the facilities and for connections with them and make contracts for the charges as provided in this section. The charges may be imposed with respect to facilities made available by agreement with other municipalities, counties or private corporations or individuals, as well as those owned and operated by the municipality or county itself.

(b) Notwithstanding local charter restrictions, charges made for service rendered shall be as nearly as possible proportionate to the cost of furnishing the service.

Subd. 3a. Sanitary sewer charges. Sanitary sewer charges may be fixed:

- (1) on the basis of water consumed; or
- (2) by reference to a reasonable classification of the types of premises to which service is furnished; or
- (3) by reference to the quantity, pollution qualities and difficulty of disposal of sewage produced; or
- (4) on any other equitable basis including any combination of equitable bases referred to in clauses (1) to (3), but specifically excluding use of the basis referred to in subdivision 3b, clause (1); and otherwise without limit.

Subd. 3b. Storm sewer charges. Storm sewer charges may be fixed:

- (1) by reference to the square footage of the property charged, adjusted for a reasonable calculation of the storm water runoff; or
- (2) by reference to a reasonable classification of the types of premises to which service is furnished; or
- (3) by reference to the quantity, pollution qualities, and difficulty of disposal of storm water runoff produced; or
- (4) on any other equitable basis, including any combination of equitable bases referred to in clauses (1) to (3), but specifically excluding use of the basis referred to in subdivision 3a, clause (1); and otherwise without limit.

Subd. 3c. **Minimum charges.** (a) Minimum charges for the availability of water or sewer service may be imposed for all premises abutting on streets or other places where municipal or county water mains or sewers are located, whether or not connected to them.

(b) Minimum charges or user charges collected for waterworks, sanitary sewers, or storm sewers must be used only to pay for items for which charges are authorized in subdivision 3.

Subd. 3d. **Facilities' connection charges.** Charges for connections to the facilities may in the discretion of the governing body be fixed by reference to the portion of the cost of connection which has been paid by assessment of the premises to be connected, in comparison with other premises, as well as the cost of making or supervising the connection.

Subd. 3e. **Who may be charged; unpaid charges.** The governing body may make the charges a charge against the owner, lessee, occupant or all of them and may provide and covenant for certifying unpaid charges to the county auditor with taxes against the property served for collection as other taxes are collected.

Subd. 3f. **Tax levies for public charges.** The governing body may fix and levy taxes for the payment of reasonable charges to the municipality or county itself for the use and availability of the facilities for fire protection, for maintaining sanitary conditions, and for proper storm water drainage in and for public buildings, parks, streets, and other public places.

Subd. 3g. **Reasonableness of charges.** In determining the reasonableness of the charges to be imposed, the governing body may give consideration to all costs of the establishment, operation, maintenance, depreciation and necessary replacements of the system, and of improvements, enlargements and extensions necessary to serve adequately the territory of the municipality or county including the principal and interest to become due on obligations issued or to be issued and the costs of obtaining and complying with permits required by law.

Subd. 3h. **When charges are not unreasonable.** When net revenues have been appropriated to the payment of the cost of the establishment, or of any specified replacement, improvement, enlargement or extension, or to pay the principal and interest due on obligations to be issued for such purpose, no charges imposed to produce net revenues adequate for the purpose shall be deemed unreasonable by virtue of the fact that the project to be financed has not been commenced or completed, if proceedings for it are taken with reasonable dispatch and the project, when completed, may be expected to make service available to the premises charged which will have a value reasonably commensurate with the charges.

Subd. 3i. **Collections first for current costs.** All charges, when collected, and all moneys received from the sale of any facilities or equipment or any by-products, shall be placed in a separate fund, and used first to pay the normal, reasonable and current costs of operating and maintaining the facilities.

Subd. 3j. **Excess net revenues may be used for debt.** The net revenues received in excess of the costs may be pledged by resolutions of the governing body, or may be used though not so pledged, for the payment of principal and interest on obligations issued as provided in subdivision 2, or to pay the portion of the principal and interest as may be directed in the resolutions, and net revenues derived from any facilities of the types listed in subdivision 1a, whether or not financed by the issuance of the obligations, may be pledged or used to pay obligations issued for other facilities of the same types.

Subd. 3k. **Covenants to secure debt payments.** In resolutions authorizing the issuance of either general or special obligations and pledging net revenues to them, the governing body may make covenants for the protection of holders of the obligations and taxpayers of the municipality or county as it deems necessary, including, but without limitation, a covenant that the municipality or county will impose and collect charges

of the nature authorized by this section at the times and in the amounts required to produce, together with any taxes or special assessments designated as a primary source of payment of the obligations, net revenues adequate to pay all principal and interest when due on the obligations and to create and maintain reserves securing the payments as may be provided in the resolutions.

Subd. 31. Enforceability of covenant. When a covenant is made it shall be enforceable by appropriate action on the part of any holder of the obligations or any taxpayer of the municipality or county in a court of competent jurisdiction, and the obligations shall be deemed to be payable wholly from the income of the system whose revenues are so pledged, within the meaning of sections 475.51 and 475.58.

Subd. 4. Levy assessments. The governing body of a municipality or county may also levy assessments against property within the municipal or county limits benefited by the facilities under the procedure authorized by law or charter with reference to other assessments for benefits of local improvements, may transfer and use for the purposes hereof surplus funds of the municipality or county not specifically dedicated to another purpose, and may levy taxes on property within the municipal or county limits for the purposes. A municipality or county may contract with any person, company or corporation for the purposes and under the restrictions set forth in subdivision 5. The contract shall be binding upon the parties to it for the full term agreed upon but in no event more than 30 years, and shall not be changed by either party without the consent of the other party.

Subd. 5. Connection with facilities; charges. A municipality or county may permit a person, company or corporation located and doing business inside or outside the municipal or county limits to connect with the facilities and make use of them upon terms and upon the payment of fees and charges as may be prescribed or contracted for by the municipality or county, and to contract with a person, company or corporation for the payment by the person, company or corporation of a part of the cost of construction, maintenance or use of the facilities and to receive from the person, company or corporation doing business inside or outside the municipal or county limits payment in cash or installments of the portion of the cost of the construction, maintenance or use as may be agreed upon or contracted for with the municipality or county and devote the money received to the purpose of the construction, maintenance or use. The proportionate cost of construction, maintenance or use of the facilities to be paid by the person, company, or corporation may be made payable in installments due at not greater than annual intervals for a period not to exceed 30 years. A person, company or corporation which may pay part of the cost of construction, maintenance or use of the facilities in the manner described, shall have the right to use the facilities for the disposal or treatment of sewage, industrial waste, or other wastes, by the municipality or county upon the payment of reasonable charges for the use of the facilities or the charges contracted for in case there is a contract as provided in this subdivision. A municipality or county may contract with another municipality or county for the joint or cooperative obtainment or use of such facilities without limitation of time.

Subd. 6. [Repealed, 1963 c 696 s 4]

History: 1949 c 394 s 1-4; 1951 c 366 s 1; 1953 c 195 s 1; 1955 c 296 s 1; 1957 c 608 s 1; 1959 c 294 s 1; 1963 c 696 s 1-3; 1973 c 123 art 5 s 7; 1973 c 702 s 23; 1983 c 183 s 1,2; 1985 c 169 s 15; 1Sp1985 c 16 art 2 s 12,13; 1Sp1989 c 1 art 5 s 31; art 17 s 8; 1990 c 391 art 8 s 45; 1996 c 471 art 8 s 18; 2004 c 141 s 1-4; 2008 c 331 s 8

53.146 Public water supplies

53.147 Plumbing code

53.999 Penalty

Statutory reference:

Authorizing city to provide and maintain a sewer and a water works system, see M.S. § 412.221(6), (11)
Waterworks, sewers, drains and storm sewers generally, see M.S. §§ 444.075 et seq.

GENERAL PROVISIONS

§ 53.001 LEADERS AND CONNECTION WITH STORM SEWER REQUIRED; PROCEDURE IN CASE OF NONCOMPLIANCE.

(A) Every building without a yard adequate to absorb the surface water collected from the building shall be equipped with proper metallic leaders for conducting water from its roof in a manner as shall protect the walls and foundation from damage and shall be connected with a public storm sewer whenever there is a sewer available in any abutting street or alley. The leaders shall be so placed and the connection shall be so made that no water flows upon any public sidewalk or damages any street or alley abutting the building.
(Prior Code, § 23-1)

(B) Whenever a building does not comply with one or more of the requirements of division (A) above, the City Administrator shall serve a notice on the owner of the building requiring him or her to install the necessary roof drainage facilities and to make connection with a storm sewer as required by division (A) above. It shall be unlawful for any owner to fail to comply with the requirements of division (A) above within 30 days of the service upon him or her of notice to do so.
(Prior Code, § 23-2)
(Ord. 430, passed - -) Penalty, see § 53.999

§ 53.002 SEWER ACCESS CHARGES AND WATER ACCESS CHARGES.

A sewer access charge and a water access charge is hereby established to apply to any newly platted or replatted parcel of land in the city which hereafter is connected to the city sanitary sewer and water service. The sewer access charge and the water access charge shall be in an amount established by resolution of the City Council from time to time. The sewer access charge and the water access charge shall be payable at the time of the approval of the final plat of the subject property.
(Prior Code, § 23-3) (Ord. 776, passed - -)

A 206551

Certified filed and or recorded on
7/14/14 12:40 PM
Office of the County Recorder
Dodge County, Minnesota
Ryan B DeCook, County Recorder

Return to: First American Title
Insurance Co.

Receipt #: 61809

Ryan B DeCook,
Dodge County Recorder
by KM, Deputy



206551



7/14/2014

DO NOT REMOVE

**This cover sheet is now a permanent part of the
recorded document.**

2

STORM WATER POND MAINTENANCE AGREEMENT

THIS STORM WATER POND MAINTENANCE AGREEMENT (this "Agreement") is made this 25th day of June, 2014, by and between the City of Kasson, a Minnesota municipal corporation (the "City"), and KTJ 234, LLC, a Minnesota limited liability company ("KTJ").

RECITALS:

A. KTJ is the owner of certain real estate located in the City of Kasson, County of Dodge, State of Minnesota, legally described on Exhibit A attached hereto and made a part hereof (the "KTJ Property").

B. KTJ acquired the KTJ Property from the City pursuant to that certain Purchase and Development Agreement dated on or about May 14, 2014 (the "Purchase Agreement").

C. Pursuant to the Purchase Agreement, KTJ has agreed to construct, maintain, repair, and replace storm water ponds (the "Storm Water Ponds") on that portion of the KTJ Property depicted on Exhibit B attached hereto and made a part hereof (the "Storm Water Ponds Easement Area").

D. KTJ desires to grant and convey to the City: (i) the right to access the Storm Water Ponds Easement Area and inspect the Storm Water Ponds; and (ii) a perpetual, non-exclusive easement over, across and under the Storm Water Ponds Easement Area for such access and inspection purposes.

AGREEMENT:

NOW, THEREFORE, in consideration of the agreements contained herein, including the foregoing Recitals which are hereby incorporated into this Agreement and made a part hereof as if fully set forth herein, and the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and KTJ hereby agree as follows:

1. Grant of Right and Easement to Access and Inspect Storm Water Ponds. KTJ hereby grants and conveys to the City, its successors and/or assigns: (i) the right to access the Storm Water Ponds Easement Area and inspect the Storm Water Ponds, which inspection shall be at the City's sole cost and expense; and (ii) a perpetual, non-exclusive easement for such access and inspection purposes over, across and under the Storm Water Ponds Easement Area. The City hereby accepts the foregoing grant and conveyance from KTJ. Notwithstanding the City's right to access the Storm Water Ponds Easement Area and inspect the Storm Water Ponds, KTJ hereby agrees, at its sole cost and expense, to maintain, repair, and replace the Storm Water Ponds in a condition similar to storm water ponds located on other commercial property in the State of Minnesota. In addition, KTJ shall procure and maintain commercial general liability

insurance for the Storm Water Ponds Easement Area in an amount of not less than \$2,000,000.00 and shall name the City as an additional insured thereunder.

2. Covenants Run with Land. All of the terms and conditions of this Agreement, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of, and be enforceable by KTJ and the City and their respective successors and assigns.

3. Termination. The City may, upon providing thirty (30) days prior written notice to KTJ, terminate this Agreement, in which event all future obligations of the City under this Agreement shall terminate from and after the date of such termination.

4. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Minnesota.

5. Entire Agreement. This Agreement and the separate provisions of the Purchase Agreement related to the initial construction of the Storm Water Ponds set forth the entire understanding of KTJ and the City with respect to the access to, and the inspection, maintenance, repair and replacement of, the Storm Water Ponds and may not be changed except by a written document executed and acknowledged by KTJ and the City, or their successors and/or assigns, and duly recorded in the Office of the County Recorder of Dodge County, Minnesota.

6. Notices. Any notice required or permitted pursuant to this Agreement shall be in writing and delivered in person or sent by certified mail, postage prepaid, return receipt requested, to the other party at that party's last known address. If the other party's address is not known to the party desiring to send a notice, the party sending the notice may use the address to which the other party's property tax bills are sent. Either party may change its address for notice by providing written notice to the other party.

7. Invalidity. If any term or condition of this Agreement, or the application of this Agreement to any person or circumstance, shall be deemed invalid or unenforceable, the remainder of this Agreement, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.

8. Waiver. No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

9. Enforcement. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other

relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorneys' fees, from the nonprevailing party.

(Remainder of page left intentionally blank. Signature pages follow.)

IN WITNESS WHEREOF, the undersigned has executed this Agreement effective as of the Effective Date.

KTJ 234:

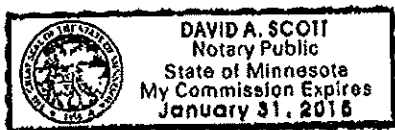
KTJ 234, LLC
a Minnesota limited liability company


By: Joseph H. Ryan
Its: Chief Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me on this 25 day of June, 2014, by Joseph H. Ryan, the Chief Manager of KTJ 234, LLC, a Minnesota limited liability company, on behalf of the limited liability company.


Notary Public



THIS INSTRUMENT WAS DRAFTED BY
AND SHOULD BE RETURNED TO:

David A. Scott, Esq.
Oppidan, Incorporated
5125 County Road 101, Suite 100
Minnetonka, MN 55345

**EXHIBIT A TO
STORM WATER POND MAINTENANCE AGREEMENT**

Legal Description of the KTJ Property

Outlot A, Shopko Addition, according to the recorded plat thereof, Dodge County, Minnesota

Depiction of Location of Storm Water Ponds

6873A, 1962.

Project Proposal

City of Kasson
401 Fifth Street SE
Kasson, MN 55944
(PH) 507-634-7071
(FX) 507-634-4737
Cityofkasson.com

June 14, 2017

Proposal for Acquisition and Easements

Prepared for: Kranthi Realty, Shopko
 506 Middlesex Ave
 Colonia, NJ 07067

Proposal for Acquisition and Easements

City of Kasson, Minnesota

The Kasson Economic Development Authority (EDA), on behalf of the City of Kasson, would like to make the following proposal regarding acquisition and easements related to 301 Mantorville Ave S and Outlot A in Kasson, MN.

Objectives

1. Acquire a parcel, approximately 126 x 38 feet between the lots owned by the city and the ingress/egress point along MN State Highway 57. The approximate location is shown in blue on the attached diagram.
2. Obtain an access easement from the current ingress/egress point at 4th Street SW, along the west side of the city property, continuing through to Mantorville Ave. The approximate location is shown in grey on the attached diagram.
3. Establish a trail easement beginning at the 2nd Ave SW side of Outlot A for the development of a city trail across Outlot A. The approximate location is indicated by the green lines on the attached diagram. All trail and easement costs would be paid by the City of Kasson.

Project Scope/Benefits

1. Development of the lots will bring additional consumers and traffic to the area; benefit Shopko and the surrounding businesses. Through the acquisition of the 126 x 38 foot parcel on the North side of the city lots, the City of Kasson will be able to better market the current city lots for development.
2. Obtaining an access easement along the west side of the city lots would provide for efficient traffic flow, enhancing the customer experience. The location of the access to the adjoining lot would be determined at the time of permit application for future development.
3. The addition of a trail easement and trail across Outlot A would bring increased traffic to Shopko and the surrounding area. The City of Kasson will provide engineering for the design and development of the trail.

Next Steps: Please contact Kasson City Administrator, Theresa Coleman with any comments or concerns. To accept proposal please sign and return.

Theresa Coleman, City Administrator
cityadministrator@cityofkasson.com
507-634-7071

Approval Signatures

Rebecca Charles, EDA Director

Theresa Coleman, City Administrator

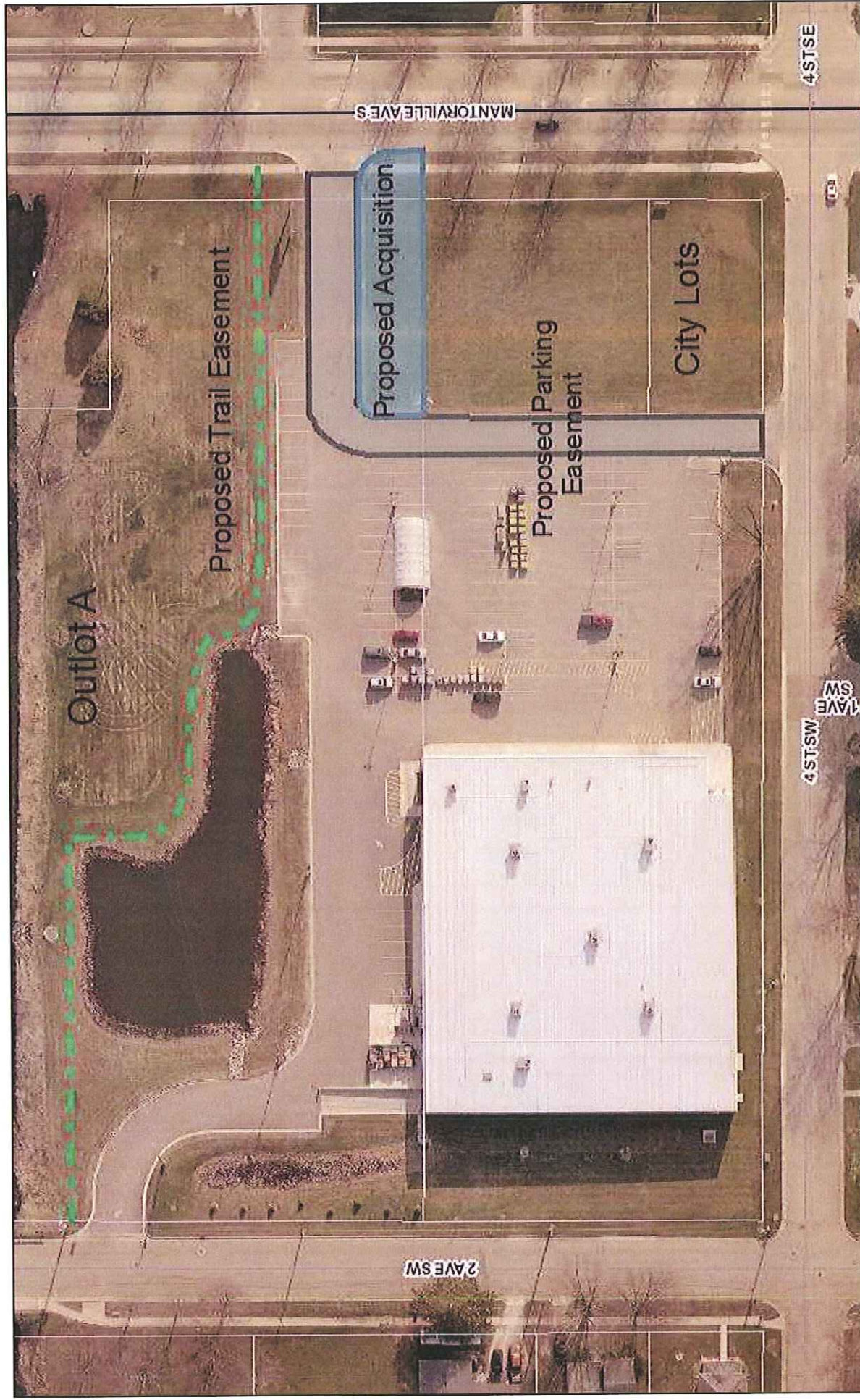
Accepting Signature

Date: _____

Date: _____

Date: _____

ArcGIS WebMap



June 13, 2017

Roads

— CARG

— CARP

CITY —

—
CSAH

—

— PVT

1-PR

CI 1387

— TWP

11

LAW OFFICES
GOODMAN & GUZINSKI, P.A.
300 - 1st AVENUE N.W., SUITE 306, P.O. BOX 277
ROCHESTER, MINNESOTA 55903-0277

(507) 288-1026
FAX #(507) 288-9135

Michael B. Goodman (Retired)

Joseph M. Guzinski
jguzinski@goodmanandguzinski.com

October 17, 2014

MIKE MARTIN
CITY OF KASSON
KASSON CITY HALL
401 SE 5TH STREET
KASSON, MN 55944

RE: KTJ 234, LLC Quit Claim Deed of Outlot B, Shopko Addition to the City of
Kasson

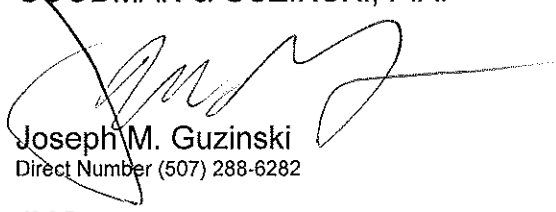
Dear Mike:

Enclosed please find a copy of the re-recorded Quit Claim Deed in connection with the above matter. The deed was re-recorded to clarify that Shopko Addition is in the City of Kasson. The original deed made no reference to the City of Kasson.

Should you have any questions regarding these matters, you may contact me at your convenience.

Very sincerely yours,

GOODMAN & GUZINSKI, P.A.



Joseph M. Guzinski
Direct Number (507) 288-6282

JMG:nz

Enclosure

A 207859

Certified filed and or recorded on
10/9/14 2:45 PM
Office of the County Recorder
Dodge County, Minnesota
Ryan B DeCook, County Recorder

Return to: Goodman & Guzinski

Receipt #: 62573

Ryan B DeCook,
Dodge County Recorder
by RM, Deputy



207859



10/9/2014

DO NOT REMOVE

This cover sheet is now a permanent part of the
recorded document.

A 206552

Certified filed and or recorded on
7/14/14 12:40 PM
Office of the County Recorder
Dodge County, Minnesota
Ryan B DeCook, County Recorder

Return to: First American Title
Insurance Co.

Receipt #: 61809

Ryan B DeCook,
Dodge County Recorder
by KM, Deputy



206552



7/14/2014

This Quit Claim Deed is being re-recorded to clarify the legal description of the within described real property.

DO NOT REMOVE

**This cover sheet is now a permanent part of the
recorded document.**

No delinquent taxes and transfer entered: Certificate of Real Estate Value () filed (☒) not required

Certificate of Real Estate Value No. Wendy S. Johnson

July 14, 2014 Deputy Auditor/Treasurer

Date

DATE 7-15-2014

DEED TAX HEREON OF \$ 1.65 PAID

RECEIPT NO. 9775

Kelly D. Madsen Dep.
County Auditor/Treasurer

QUIT CLAIM DEED

DEED TAX DUE: \$1.65
DATE: June 25, 2014

FOR VALUABLE CONSIDERATION, KTJ 234, LLC, a Minnesota limited liability company, Grantor, hereby conveys and quitclaims to the City of Kasson, a Minnesota municipal corporation, Grantee, real property in Dodge County, Minnesota, described as follows:

Outlot B, Shopko Addition, Dodge County, Minnesota.
Also described as: Outlot B, Shopko Addition, City of Kasson, Dodge County, Minnesota
Total consideration for this transfer is less than \$500.00.

Together with all hereditaments and appurtenances belonging thereto.

No delinquent taxes and transfer entered: Certificate of Real Estate Value () filed (☒) not required

Certificate of Real Estate Value No. Wendy S. Johnson

October 9, 2014 Deputy Auditor/Treasurer

Date

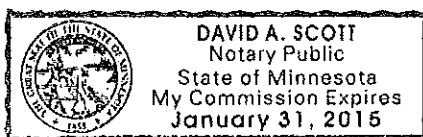
KTJ 234, LLC,
a Minnesota limited liability company

By: Joseph H. Ryan
Its: President

STATE OF MINNESOTA)
COUNTY OF HENNEPIN)

ss.

This instrument was acknowledged before me on June 25, 2014, by Joseph H. Ryan, the President of KTJ 234, LLC, a Minnesota limited liability company, on behalf of the limited liability company.



David A. Scott
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Oppidan, Incorporated (DAS)
5125 County Road 101, Suite 100
Minnetonka, MN 55345

Tax Statements for the real property described in this instrument should be sent to:

City of Kasson
401 5th Street SE
Kasson, MN 55944

24.562.1003

A 206550

Certified filed and or recorded on
7/14/14 12:40 PM
Office of the County Recorder
Dodge County, Minnesota
Ryan B DeCook, County Recorder

Return to: First American Title
Insurance Co.

Receipt #: 61809

Ryan B DeCook,
Dodge County Recorder
by KM, Deputy



206550



7/14/2014

DO NOT REMOVE

**This cover sheet is now a permanent part of the
recorded document.**

USE RESTRICTION AND COVENANT

THIS USE RESTRICTION AND COVENANT (this "Covenant") is made effective this 25th day of June, 2014 (the "Effective Date"), by and between the City of Kasson, a Minnesota municipal corporation (the "City"), and KTJ 234, LLC, a Minnesota limited liability company ("KTJ").

RECITALS:

A. The City is the owner of certain real estate located in the City of Kasson, County of Dodge, State of Minnesota, legally described on Exhibit A attached hereto and made a part hereof (the "Restricted Property").

B. KTJ is the owner of certain real estate located in the City of Kasson, County of Dodge, State of Minnesota, legally described on Exhibit B attached hereto and made a part hereof (the "KTJ Property").

C. KTJ acquired the KTJ Property from the City pursuant to that certain Purchase and Development Agreement dated on or about May 14, 2014 (the "Purchase Agreement").

D. Pursuant to the Purchase Agreement, the City agreed to restrict certain uses and building heights on the Restricted Property.

E. The City and KTJ desire to memorialize the restrictions on the Restricted Property pursuant to the terms of this Covenant.

AGREEMENT:

NOW, THEREFORE, in consideration of the covenants contained herein, including the foregoing Recitals which are hereby incorporated into this Covenant and made a part hereof as if fully set forth herein, and the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and KTJ hereby impose, establish and create the following restrictions and covenants:

1. **Restriction Prohibiting Certain Operations on the Restricted Property.** The City agrees that no portion of the Restricted Property will be used for the operation of any of the following: general merchandise or discount or department store; retail pharmacy or drug store; nutritional, health or wellness center; optical center; toy store; or lawn and garden center. The Restricted Property shall be the only property subject to the restrictions contained in this Section 1.

2. **Building Height Restriction.** The City agrees that no building constructed on any portion of the Restricted Property will exceed twenty-four (24) feet in height (including parapet walls or projections of any type except for satellite dishes). The height of any building shall be measured perpendicular from the finished floor line of the building area. The aforesaid height restriction shall not apply to communications equipment such as satellite and microwave dishes, antennas and laser heads, together with associated equipment and cable; provided that the communications equipment is set back from the front of a building in a reasonable location to reduce visibility. The Restricted Property shall be the only property subject to the restrictions contained in this Section 2.

3. **Injunctive Relief and Other Remedies.** The City agrees that any breach of Section 1 or Section 2 above, or any breach of any other section of this Covenant, shall entitle the owner of the KTJ Property to immediately obtain an injunction against the breaching party, its officers, agents and employees, including the owner of any portion of the Restricted Property, if such owner is the breaching party, and pursue all other remedies at law or in equity.

4. **Binding Effect: Covenants Running With Land.** The covenants, conditions and restrictions described and set forth in this Covenant shall be perpetual and constitute covenants running with the land that benefit the KTJ Property and burden the Restricted Property from and after the Effective Date. Such covenants and restrictions shall be binding upon the owners of the KTJ Property and the Restricted Property, or any portion thereof, and shall also be binding upon their successors and assigns in ownership of the KTJ Property or the Restricted Property, as applicable.

5. **Miscellaneous.**

5.1 **Enforceability.** The provisions of this Covenant are for the benefit of the owner of the KTJ Property and its successors and assigns. No other person or entity shall have any rights to enforce, or be deemed a beneficiary of, any of the provisions contained herein. The provisions of this Covenant shall terminate only by a written document signed by all fee simple owners of the KTJ Property.

5.2 **Notices.** Any notice required or permitted pursuant to this Covenant shall be in writing and delivered by (a) personal delivery, (b) reputable overnight delivery service with proof of delivery, (c) United States mail, postage prepaid, either certified or first class mail, or (d) facsimile or electronic mail transmission. Notices shall be deemed given upon the earlier of the date of actual receipt or (i) at the time of delivery if by personal delivery, or (ii) as of the date of first attempted delivery if by overnight delivery or certified mail. All notices shall be sent to a party at the address last provided or to

such last address as known by the party sending such notice. A party shall have the right, upon at least ten (10) days prior written notice in accordance with the above provisions, to change its respective address and to specify any other address within the United States. Refusal to accept delivery of a notice or the inability to deliver a notice because of an address that was not properly given shall not defeat or delay the giving of notice.

5.3 Severability. Invalidation of any of the provisions contained in this Covenant, or of the application thereof to any person, by judgment or court order, shall in no way affect any of the other provisions of this Covenant or the application to any other person, and the same shall remain in full force and effect.

5.4 Waiver. Failure to enforce any covenant or condition of this Covenant shall not be deemed to be a waiver of the right to do so thereafter. No waiver by any person of any covenant or condition of this Covenant shall be effective or binding on such person unless made in writing and no waiver shall be implied from any omission by a person to take action with respect to such covenant or condition. The express written waiver of any covenant or condition shall not be a waiver of any other covenant or condition or cover any other period of time except for the covenant or condition and/or period of time specified in such express waiver.

5.5 Time of Essence. Time is of the essence of this Covenant.

5.6 Governing Law. This Covenant shall in all respects be interpreted, construed and enforced according to the laws of the State of Minnesota.

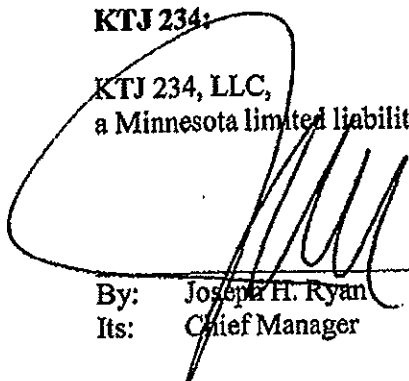
5.7 Captions. The captions contained in this covenant are for convenient reference only and shall not affect the construction or interpretation of the Covenant.

(Remainder of page left intentionally blank. Signature pages follow.)

IN WITNESS WHEREOF, the undersigned has executed this Use Restriction and Covenant effective as of the Effective Date.

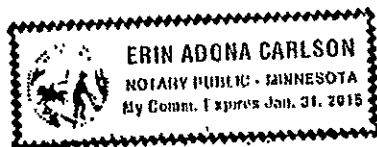
KTJ 234:

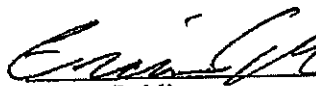
KTJ 234, LLC,
a Minnesota limited liability company

By: 
Its: Chief Manager

STATE OF MINNESOTA)
) ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me on this 30th day of June, 2014, by Joseph H. Ryan, the Chief Manager of KTJ 234, LLC, a Minnesota limited liability company, on behalf of the limited liability company.




Notary Public

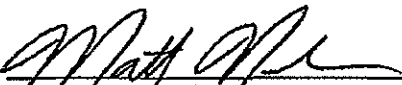
THIS INSTRUMENT WAS DRAFTED BY
AND SHOULD BE RETURNED TO:

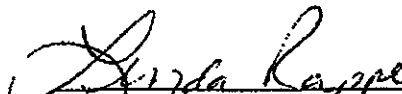
David A. Scott, Esq.
Oppidan, Incorporated
5125 County Road 101, Suite 100
Minnetonka, MN 55345

IN WITNESS WHEREOF, the undersigned has executed this Use Restriction and Covenant effective as of the Effective Date.

CITY:


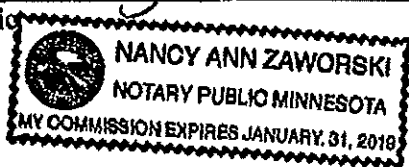
CITY OF KASSON


By: Matt Nelson
Its: Mayor


By: Linda Rappe
Its: City Clerk

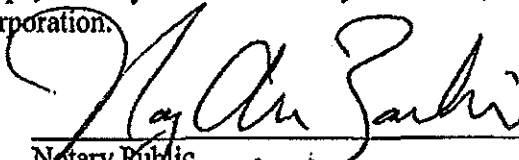
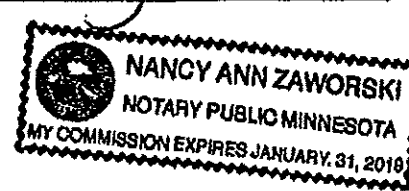
STATE OF MINNESOTA)
) ss.
COUNTY OF DODGE)

The foregoing instrument was acknowledged before me on this 25th day of June, 2014, by Matt Nelson, the Mayor of the City of Kasson, a Minnesota municipal corporation, on behalf of the corporation.


Notary Public


STATE OF MINNESOTA)
) ss.
COUNTY OF DODGE)

The foregoing instrument was acknowledged before me on this 25th day of June, 2014, by Linda Rappe, the City Clerk of the City of Kasson, a Minnesota municipal corporation, on behalf of the corporation.


Notary Public


**EXHIBIT A TO
USE RESTRICTION AND COVENANT**

Legal Description of Restricted Property

Outlot B, Shopko Addition, according to the recorded plat thereof, Dodge County, Minnesota

AND

Lot 15, Block 26, Original Plat of the Village (now City) of Kasson, Dodge County, Minnesota, except that part of said Lot which lies easterly of a line run parallel with and 50 feet westerly of the center line of Mantorville Avenue as platted.

**EXHIBIT B TO
USE RESTRICTION AND COVENANT**

Legal Description of KTJ Property

Lot 1, Block 1, Shopko Addition, according to the recorded plat thereof, Dodge County,
Minnesota

AND

Outlot A, Shopko Addition, according to the recorded plat thereof, Dodge County, Minnesota

OVERVIEW

Outlot B, Shopko Addition to the City of Kasson and Lot 15, Block 26 Original Plat of the Village of Kasson

Outlot B, Shopko Addition to the City of Kasson was transferred to the City of Kasson by Quit Claim Deed from KTJ 234, LLC with use restrictions attached to both Outlot B and Lot 15, Block 26, Original Plat of the Village of Kasson on June 25, 2014. Additionally, a Storm Water Pond Maintenance Agreement was attached to Outlot A, Shopko Addition.

On May 24, 2017, the City Administrator composed a letter to Kranthi Realty, LLC requesting an access easement, expressing interest in the 126 x 38 foot area to the north of Outlot B, and indicating interest in a trail easement across Outlot A.

Following a conversation with Ms. Kranthi, a formal proposal was prepared and sent to her on June 14, 2017. On June 28, 2017, she confirmed that she had forwarded the request to Shopko. On or before October 25, 2017, Ms. Kranthi provided the name of her contact at Shopko.

In response to the questions the Mr. Bryan had regarding the proposal; no, the City was not offering a monetary reimbursement for the access, additional property or trail easement as part of the current proposal.

I left a follow up message for Mr. Bryan on October 30, 2017 and spoke with him on November 7, 2017; at which time he indicated that it would be appropriate to contact him after the holidays.

After the first of the year, I was provided with the contact information for the Vice President of Store Development. I have left messages for both Ms. Capichano and Mr. Bryan on January 9 and January 16 of this year.

On January 10, 2018, I received a phone call from Ms. Allis at MnDOT. She had been incorrectly informed that Shopko was refusing to grant access to the lots on Mantorville Avenue. I understood that a citizen had gone to the District 6 office to take the access matter up with MnDOT.

The next day, January 11, 2018, I reviewed the files with City Engineer Theobald. At our follow up meeting on January 18, Mr. Theobald reported that he had followed up with a Council Member and would be contacting MnDOT.

Exhibit A

WHKS & Co. 2018 Fee Schedule and Method of Payment

City of Kasson

Schedule of Hourly Billing Rates – Effective January 1, 2018

City Engineer Representative	\$ 105.00
Principal	\$ 188.00
Project Manager	\$ 130.00
Project Engineer	\$ 108.00
Land Surveyor	\$ 120.00
Design Engineer	\$ 95.00
*Wastewater Operator	\$ 100.00
*Engineering Tech IV	\$ 95.00
*Engineering Tech III	\$ 82.00
*Engineering Tech II	\$ 76.00
*Engineering Tech I	\$ 71.00
*Clerical	\$ 66.00

Reimbursable expenses include actual cost of reproduction and printing; and actual out-of-pocket expenses such as field supplies, cost of recording documents, permit fees, etc.

**NOTE: Time and a half pay applies for overtime, if applicable*

**PLACE HOLDER –
ATTORNEYS DRAFT AND SUPPORTING
DOCUMENTATION TO FOLLOW**

**CITY OF KASSON
RESOLUTION # 1.x-18**

**RESOLUTION APPROVING THE PRELIMINARY PLAT OF
HACKS SUBDIVISION**

WHEREAS, Massey Properties LLC, the owner of the property in question have submitted a request for a Preliminary Plat, and;

WHEREAS, at a public hearing duly held on the 8th day of Janaury 2018, the Planning Commission heard testimony of all persons wishing to comment on the proposed Preliminary Plat; and

WHEREAS, the appropriate City Staff and consultants have performed a technical review of the proposed Preliminary Plat; and

WHEREAS, following the public testimony and report of the technical review, the Planning Commission reviewed all relevant information regarding the proposed Preliminary Plat; and

WHEREAS, it is the finding of the ----- that conditions established for the approval of the Preliminary Plat have been addressed; and

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

That the said Preliminary Plat of Hacks Subdivision is hereby approved by the City Council of the City of Kasson with the following conditions:

City Engineer to Review Final Plat
City Engineer to Review and Approve Final Construction, Grading and Hydraulic Plans
Water and Sewer Access Charges at Final Plat
Parkland Fees at Final Plat

Adopted this 24th day of January 2018.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

The motion for the adoption of the foregoing resolution was made by Council Member ----- and duly seconded by Council Member ----- . Upon a vote being taken, the following members voted in favor thereof: -----, -----, -----, ----- and ----- . Those against same: None.

DODGE COUNTY

LOCAL BOARD OF APPEAL & EQUALIZATION (LBAE) and OPEN BOOK

APRIL 2018

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4	5	6
9	10	11	12	13
LBAE 1:00pm - 1:30pm Claremont City 2:00pm - 2:30pm Claremont Twp 3:30pm - 4:00pm Ellington Twp 6:00pm - 6:30pm Mantorville City	LBAE 10:30am - 11:00am Westfield Twp 3:30pm - 4:00pm Wasioja Twp 6:00pm - 6:30pm Dodge Center	LBAE 1:00pm - 1:30pm Canisteo Twp 2:15pm - 2:45pm Vernon Twp 4:00pm - 4:30pm Mantorville Twp 6:00pm - 6:30pm West Concord	OPEN BOOK 3:00 pm - 4:00 pm Cities: Hayfield, Kasson Townships: Ashland, Concord, Hayfield, Milton, Ripley	
16	17	18	19	20
23	24	25	26	27

DODGE COUNTY BOARD OF APPEAL & EQUALIZATION (CBAE)
TUESDAY, JUNE 26, 2018 6:30PM - 7:00PM

Zumbro River Watershed FEMA Mapping Updates

Timeline and Process

Discovery Report Published – October 2012

Discovery takes place after a watershed has been identified and selected by FEMA for further examination. Discovery activities include data and information collection and engagement and coordination with local stakeholders. Recommendations for Flood Risk Projects are included in the final Discovery Report. FEMA uses these recommendations for budgeting and scoping future projects.

Data Development – April 2015 through November 2017

Funds to develop Work Maps were allocated for the Zumbro River Watershed at the end of 2014. To create the Work Maps, hydrologic and hydraulic models were developed for the Zone A reaches or other areas called out in the Discovery Report. Zone AE areas are evaluated to determine if the existing models are adequate. Draft Special Flood Hazard Areas (SFHA) are created to put on Draft Work Maps.

Flood Risk Review Meeting – December 2017

The purpose of the Flood Risk Review meeting is to present the Draft Work Maps to officials from counties, communities, townships, and other stakeholders for feedback. Draft Work Maps are available for markups and Data Collection Forms will be filled out. Areas where we receive additional information or areas that simply “don’t look right” we will investigate further and refine the models and maps if needed.

Model Adjustments/Develop Flood Risk Products – December 2017 to June 2018

After comments from the Flood Risk Review meeting have been resolved, Flood Risk Products will be developed for the reaches. The Flood Risk Products that will be developed for the Zumbro River Watershed include Depth Grids for the 1-percent-annual-chance event, the Changes Since Last FIRM, and a Flood Risk Assessment.

Resilience Meeting – Summer 2018

The Resilience Meeting will be held once all the mapping products are created. The Resilience Meeting will provide a comprehensive view of mitigation planning, mitigation options, and potential mitigation actions. This meeting should also be a sharing of outreach plans that communities already have in place and of success stories of any mitigation activities communities have participated in.

Future Work – Dependent on Funding

Work maps do not become effective at the outcome of this project. The current effective FIRMS will continue to be effective until funding is in place to produce preliminary and new effective maps. However, all Zone A areas will now have “best available data” that can be used for BFE determinations. Also, communities can decide if they would like to apply for a Letter of Map Revision (LOMR) without waiting for the formal update process.



FEMA

The Unified Hazard Mitigation Assistance Grant Programs



Hazard Mitigation Assistance

The Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA) Hazard Mitigation Assistance (HMA) programs present a critical opportunity to reduce the risk to individuals and property from natural hazards while simultaneously reducing reliance on Federal disaster funds.

A Common Goal

While the statutory origins of the programs differ, all share the common goal of reducing the risk of loss of life and property due to natural hazards.

Funding Disaster Recovery Efforts

The Hazard Mitigation Grant Program (HMGP) may provide funds to States, Territories, Tribal governments, local governments, and eligible private non-profits following a Presidential major disaster declaration.



The Hazard Mitigation Grant Program (HMGP)



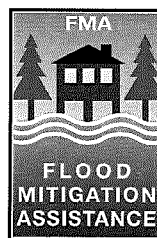
is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Title 42, United States Code (U.S.C.) 5170c. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available, when authorized under a Presidential major disaster declaration, in the areas of the State requested by the Governor. The amount of HMGP funding available to the Applicant is based upon the total Federal assistance to be provided by FEMA for disaster recovery under the Presidential major disaster declaration. Tribal governments can submit a request for a major disaster declaration within their impacted areas.

The Pre-Disaster Mitigation (PDM)



program is authorized by Section 203 of the Stafford Act, 42 U.S.C. 5133. The PDM program is designed to assist States, Territories, Tribal governments, and local communities in implementing a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding from future disasters.

The Flood Mitigation Assistance



(FMA) program is authorized by Section 1366 of the National Flood Insurance Act of 1968, as amended (NFIA), 42 U.S.C. 4104c, with the goal of mitigating flood damaged properties to reduce or eliminate claims under the National Flood Insurance Program (NFIP).

Program Comparisons

Cost Sharing

In general, HMA funds may be used to pay up to 75 percent of the eligible activity costs. The remaining 25 percent of eligible costs are derived from non-Federal sources.

The table below outlines the Federal and State cost share requirements.

COST SHARE REQUIREMENTS

Programs	Mitigation Activity Grant (Percent of Federal/ Non-Federal Share)
HMGP	75/25
PDM	75/25
PDM (subgrantee is small impoverished community)	90/10
PDM (Tribal Grantee is small impoverished community)	90/10
FMA (NFIP insured)	75/25
FMA (repetitive loss property with repetitive loss strategy)	90/10
FMA (severe repetitive loss property with repetitive loss strategy)	100/0

Available Funding

PDM and FMA funding depend on the amounts Congress appropriates each year.

HMGP funding is usually 15 percent of the amount of Federal assistance provided in a state following a presidentially declared disaster.

General Requirements

All mitigation projects must be cost-effective, technically feasible and effective, and meet Environmental Planning and Historic Preservation requirements in accordance with HMA Unified Guidance. In addition, all mitigation activities must adhere to all relevant statutes, regulations, and requirements including other applicable Federal, State, Tribal, and local laws, implementing regulations, and Executive Orders.

All Applicants and subapplicants must have hazard mitigation plans that meet the requirements of 44 CFR Part 201.

Eligible Applicants and Subapplicants

States, Territories, and Tribal governments are eligible HMA Applicants. Each State, Territory, and Tribal government shall designate one agency to serve as the Applicant for each HMA program. All interested subapplicants must apply to the Applicant.

The table below identifies, in general, eligible subapplicants.

ELIGIBLE SUBAPPLICANTS

Subapplicants	HMGP	PDM	FMA
State agencies	✓	✓	✓
Tribal governments	✓	✓	✓
Local governments/communities	✓	✓	✓
Private non-profit organizations (PNPs)	✓		

✓ = Subapplicant is eligible for program funding

Individuals and businesses are not eligible to apply for HMA funds, however, an eligible subapplicant may apply for funding to mitigate private structures.

Eligible Activities

The table below summarizes eligible activities that may be funded by HMA programs. Detailed descriptions of these activities can be found in the HMA Unified Guidance.

ELIGIBLE ACTIVITIES

Mitigation Activities	HMGP	PDM	FMA
Property Acquisition and Structure Demolition or Relocation	✓	✓	✓
Structure Elevation	✓	✓	✓
Mitigation Reconstruction			✓
Dry Floodproofing of Historic Residential Structures	✓	✓	✓
Dry Floodproofing of Non-Residential Structures	✓	✓	✓
Minor Localized Flood Reduction Projects	✓	✓	✓
Structural Retrofitting of Existing Buildings	✓	✓	
Non-Structural Retrofitting of Existing Buildings and Facilities	✓	✓	✓
Safe Room Construction	✓	✓	
Wind Retrofits	✓	✓	
Infrastructure Retrofit	✓	✓	
Soil Stabilization	✓	✓	
Wildfire Mitigation	✓	✓	
Post-Disaster Code Enforcement	✓		
Generators	✓	✓	
Advance Assistance	✓		
5% Initiatives	✓		
Hazard Mitigation Planning	✓	✓	✓
Management Costs	✓	✓	✓

✓ = Mitigation activity is eligible for program funding

Management Costs

For HMGP only: The Grantee may request up to 4.89 percent of the HMGP allocation for management costs. The Grantee is responsible for determining the amount, if any, of funds that will be passed through to the subgrantee(s) for their management costs.

Applicants for PDM and FMA may apply for a maximum of 10 percent of the total funds requested in their grant application budget (Federal and non-Federal shares) for management costs to support the project and planning subapplications included as part of their grant application.

Subapplicants for PDM and FMA may apply for a maximum of 5 percent of the total funds requested in a subapplication for management costs.

National Flood Insurance Program (NFIP) Participation

There are a number of ways that HMA eligibility is related to the NFIP:



SUBAPPLICANT ELIGIBILITY: All subapplicants for FMA must currently be participating in the NFIP, and not withdrawn or suspended, to be eligible to apply for grant funds. Certain non-participating political subdivisions (i.e., regional flood control districts or county governments) may apply and act as subgrantee on behalf of the NFIP-participating community in areas where the political subdivision provides zoning and building code enforcement or planning and community development professional services for that community.

PROJECT ELIGIBILITY: HMGP and PDM mitigation project subapplications for projects sited within a Special Flood Hazard Area (SFHA) are eligible only if the jurisdiction in which the project is located is participating in the NFIP. There is no NFIP participation requirement for HMGP and PDM project subapplications located outside of the SFHA.

PROPERTY ELIGIBILITY:

Properties included in a project subapplication for FMA funding must be NFIP-insured at the time of the application submittal. Flood insurance must be maintained at least through completion of the mitigation activity.

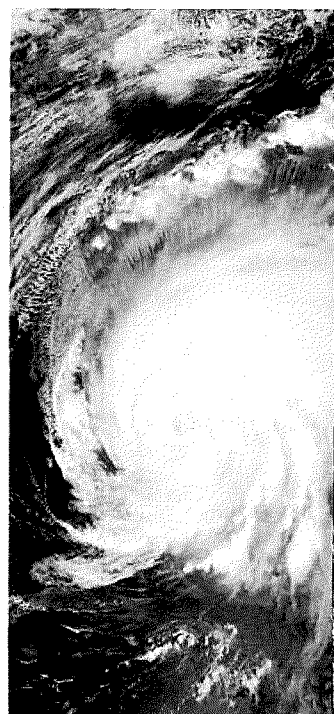
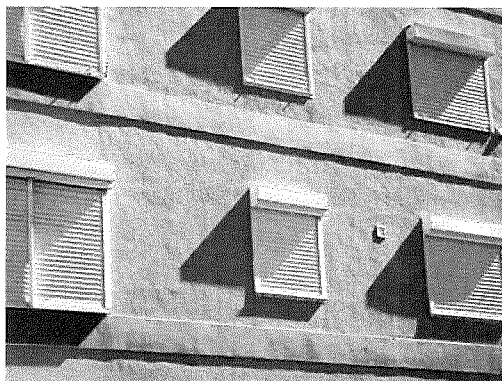
Application Process

Applications for HMGP are processed through the HMGP system (formerly known as National Emergency Management Information System [NEMIS]). Applicants use the Application Development Module of HMGP System, which enables each Applicant to create project applications and submit them to the appropriate FEMA Region within 12 months of disaster declaration.

Applications for PDM and FMA are processed through a web-based, electronic grants management system (eGrants), which encompasses the entire grant application process. The eGrants system allows Applicants and subapplicants to apply for and manage their mitigation grant application processes electronically. Applicants and subapplicants can access eGrants at <https://portal.fema.gov>.

FEMA Review and Selection

FEMA will review all subapplications for eligibility and completeness, cost-effectiveness, technical feasibility and effectiveness, and for Environmental Planning and Historical Preservation compliance. Subapplications that do not pass these reviews will not be considered for funding. FEMA will notify Applicants of the status of their subapplications and will work with Applicants on subapplications identified for further review.



Details about the HMA Grant Application process can be found in the Hazard Mitigation Assistance Unified Guidance, which is available at www.fema.gov/hazard-mitigation-assistance

Hazard Mitigation Assistance Unified Guidance

Hazard Mitigation Grant Program, Pre-Disaster Mitigation Program, and Flood Mitigation Assistance Program
July 12, 2013



Federal Emergency Management Agency
Department of Homeland Security
500 C Street, N.W.
Washington, D.C. 20472

GovDelivery Notifications

Stay up-to-date on the HMA Grant Programs by subscribing to GovDelivery notifications. Have updates delivered to an e-mail address or mobile device. To learn more, visit www.fema.gov

Contact Information

HMA Helpline: 866-222-3580

Contact information for FEMA Regional Offices is provided at www.fema.gov/regional-operations

Contact information for each State Hazard Mitigation Officer (SHMO) is provided at www.fema.gov/state-hazard-mitigation-officers



FEMA

Northern Green Expo
Minneapolis Convention Center
January 2 – 4, 2018

I attended on January 2 – 4 the Northern Green Expo Conference up to the Minneapolis Convention Center. There was keynote speakers, different class sessions on turf grass, golf courses, tree information, landscaping design and a large trade show with over 600 vendors at the convention center.

Sessions I attended were: A.) The opening Keynote speaker was Dave Durham who talked about how to communicate, interact and collaborate successfully with all types of people. His talk was on how emotional intelligence plays a critical role in productivity, performance, confidence and respect for all work place environments. B.) I attended a session on maintenance of a grass field with a low budget. Andrew Hollman from the University of Minnesota went over seeding rates, species selection, potential weed invasion and watering techniques to maintain a native grass field on a low budget. C.) Attended a session on best management practices on tree injections. Shawn Bernick from Rainbow Tree Care provided different recommendations on how to perform tree injection applications. He showed us tree trunk injections along with root injections. D.) I attended a session on how the new CHS Field in St. Paul where the St. Paul Saints play their games. Nick Baker gave a slide presentation on what all goes on into taking care maintenance wise of a baseball facility for 12 months. All the pros and cons of mowing, fertilizing, seeding, and watering year round at the facility with all kinds of different events that can take place at the field during the year.

This trade show at the convention center had over 600 vendors. I looked at new zero turn mowers, tractors, fertilizing attachments, snow removal equipment and Cushman utility vehicles. I attend this conference every year. It is a great conference to network with other park employees from other cities along with informational class sessions on new techniques and maintenance vehicles.

Ron Unger
Park and Recreation Supervisor

2017

ANNUAL CERTIFICATION OF MILEAGE

SEE INSTRUCTIONS INCLUDED ON WEB SITE
RECORD REVISIONS ON BACK OF FORM

SUBMIT TO YOUR DSAE BY JANUARY 15, 2018

Municipal Mileage as of Dec. 31, 2016				Revisions During Current Year 2017 (+ or -)				Municipal Mileage as of Dec. 31, 2017			
I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
Non- Existing	Unimproved	Improved	Total	Non- Existing	Unimproved	Improved	Total	Non- Existing	Unimproved	Improved	Total
MILEAGE NOT CONSIDERED IN THE COMPUTATION OF BASIC MILEAGE											
1. Trunk Highways		3.44	3.44							3.44	3.44
2. Trunk Highways Turnbacks (Designated as MSAS - mileage above 20%)											
3. County State Aid Highways (Exclude mileage designated as MSAS)		3.00	3.00							3.00	3.00
4. County State Aid Highway Turnbacks (Designated as MSAS - mileage above 20%)											
5. Total Mileage of Line 1 Thru 4	Previous =	6.44		Adjustment =				Current =		6.44	
BASIC MILEAGE: MILEAGE CONSIDERED IN THE COMPUTATION OF ALLOWABLE MILEAGE											
6. Municipal State Aid Streets (Exclude Trunk and County Highway Turnbacks and Mileage Partly Outside the City Limits in a non MSAS city)	0.14	6.16	6.30					0.14		6.16	6.30
7. County Road Turnbacks (Designated as MSAS)											
8. County Roads (Exclude mileage designated as MSAS)											
9. Other Local Roads And Streets - not designated (Include T.H. & CSAH frontage roads)		26.24	26.24			0.79	0.79			27.03	27.03
10. Total Improved Basic Mileage (lines 6 + 7 + 8 + 9)	Previous =	32.40		Adjustment =	0.79			Current =		33.19	
11. Percentage Limitation Allowed by Statute									X	0.20	
12. MAXIMUM MILEAGE ALLOWED FOR M.S.A.S. DESIGNATIONS (Col XI, Line 10 Times Line 11)										6.64	
13. Total Municipal State Aid Street Designated (Column XII, Line 2 + 4 + 6 + 7)									6.30		
14. Total Miles of T.H. & County Turnbacks designated as MSAS Above 20% (Col. XII Line 2 + 4 + 7)									(-)		
15. Mileage designated MSAS - not including T.H. and County Turnback mileage (Line 13 minus Line 14).									(-)	6.30	
16. MSAS Mileage Partly Outside the City Limits in a non MSAS city									(-)		
17. Municipal State Aid Street Mileage Over/Under Maximum Allowed. (Line 12 minus line 15 minus Line 16)										0.34	

I hereby certify that the total Improved Mileage (Col. XI, Line 5 + 10) in the Municipality of Kasson as of December 31, 2017 is 33.19 Miles.

Signed

Title

Consulting City Engineer

Date

1/15/18

ANNUAL CERTIFICATION OF MILEAGE (SEE INSTRUCTIONS WITH FORM) 12/31/2017 CERTIFICATION OF MILEAGE FORM XI.S

Shaded Fields contain formulas. These fields get filled automatically as data is entered.

2018
MN Electric
Utility Coalition
Grassroots Initiative



Customer Choice & Deregulation

Minnesota Conservative Energy Forum

“The outdated model of centralized generation by monopoly utilities can and should be displaced by a growing acceptance of privately owned and operated generation, and power distribution through a growing web of microgrids.”

Customer Choice & Deregulation

Minnesota Chamber of Commerce - 2017

Stop charging businesses for power that someone else uses: C&I ratepayers subsidize residential ratepayers. Specifically, per unit of electricity, C&I ratepayers pay more than it costs a power-generation company to generate that electricity. In contrast, residential ratepayers pay less. Regulators make up the gap by requiring businesses to pay more than their fair share.

Consider possible changes in utility regulatory compact: ... including consideration of whether alternatives such as choice in generation and retail service would be cost-effective and beneficial for ratepayers.”

Customer Choice & Deregulation

Minnesota Chamber of Commerce

The Chamber dropped any suggestion of Customer Choice and Deregulation but committed to a serious in-depth review of the issue starting the summer of 2018.

Establishing cost of service as regulators' primary factor when setting rates will help keep energy costs competitive. Within the C&I class, we oppose subsidy of one customer by another.

Customer Choice & Deregulation

Missouri Bill – HB 1726

Nicknamed “Free-Rider” Bill

Fundamentally: A subsidy grab from the pockets of other customers.

Minnesota Electric Utilities



Your Community Partners

MN Electric Utility Agenda

- Minnesota's Utility Industry – Who We Are
- The Regulatory Compact and Customer Choice
- MN Utilities Leading the Way on Renewables
- Q & A

Why we got to where we are today

OBLIGATION TO SERVE

- Universal access to essential energy services
- Non-discriminatory rates
- Public review of utility costs and expenditures
- Consumer Protections
- Integrated state energy goals and planning
- Avoided duplication of costly infrastructure
- Strong safety and reliability standards



What Does Partial Competition/Deregulation Really Mean?

- Picking Winners & Losers – cherry picking businesses and shifting costs to other small business and residential customers
- Same Service Requirements aren't imposed – penalizes Minnesota's utilities.
- Allows large customers & nonutility generators to put their economic interests first regardless of the cost to the other customers.
- Small businesses/residential customers end up subsidizing large customers & third party generators by paying for the infrastructure that supports their business.

“Important not to confuse greater customer choice (e.g. customer-owned generation, new “green” tariffs, etc.) with deregulation. Deregulation in other states has many times led to higher rates and less choice.”

Minnesota Electric Utilities

Meeting with Republican Legislators on Energy Committees

Sen. Senjem (Rochester)/Rep. Quam
(Kasson)

Senator Pratt
(Shakopee)

Rep. Bahr (East Bethel)

Senator Housley
(St. Mary's Point/Stillwater/Forest Lake)

CMPAS Strategy

Give similar presentation to CMPAS member utilities' local Republican and DFL legislators at each member utility, particularly for those unable to attend MMUA Legislative Day.

Deregulation Results in 2015

MINNESOTA
Electric rates
lower than
12 of 16
states with
choice &
competition

Texas	# 11
Oregon	#13
Montana	#14
Illinois	#21
Minnesota	#25
Ohio	#31
Pennsylvania	#33
Delaware	#38
Maryland	#39
Maine	#40
New Jersey	#41
New York	#43
California	#44
New Hampshire	#45
Massachusetts	#46
Rhode Island	#47
Connecticut	#51

Any Questions, Advice or Feedback?