

## KASSON CITY COUNCIL REGULAR MEETING AGENDA

Wednesday, January 9, 2019

6:00 PM

### PLEDGE OF ALLIANCE

#### 6:00 A. COUNCIL

##### SWEAR IN COUNCIL

1. Approve agenda - Make additions, deletions or corrections at this time.

#### Motion

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 December 19, 2018
  - b. Claims processed after the December 19, 2018 regular meeting, as audited for payment
  - c. Write-Off Uncollectible Accounts
  - d. Resolution Authorizing Investment of Funds and Designation of Official Depositories for the City of Kasson
  - e. Acknowledge Committee Minutes:
    - i. Park Board Minutes – Dec 2018 DRAFT

#### Motion

#### B. VISITORS TO THE COUNCIL

1. Karen DuCharm, SEMCCHRA

#### Motion

- a. Resolution

2. Wong Nystrom, Enterprise

#### Motion

- a. Motion to move forward

3. Kyle Haemig, CMPAS

#### 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

#### F. OLD BUSINESS

#### G. NEW BUSINESS

1. Agreement Between The City and Semcac, Inc.

2. Resolution for Premises Permit for Pull tabs at Events from Hayfield Commercial Club
3. Transportation Alliance Correspondence

**H. MAYOR'S REPORT**

1. Council Appointment
2. Boards and Commissions Appointments
3. Possible Committees and Appointments
3. Schedule March Planning Session

**I. ADMINISTRATORS REPORT**

1. Council Pay Policy
2. Dodge County Comprehensive Plan

**J. ENGINEER'S REPORT**

**K. PERSONNEL**

**L. ATTORNEY**

1. Closed Session – Attorney Updates on Litigations

**M. CORRESPONDENCE**

1. Southern MN Way of Life Report
2. Coalition of Greater MN Cities
3. Department Head Meeting Notes
4. Expense Account Codes

**N. ADJOURN**

Please go to [www.cityofkasson.com](http://www.cityofkasson.com) for full video

**KASSON CITY COUNCIL REGULAR MEETING MINUTES  
December 19, 2018**

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 19th day of December, 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 Coleman, City Clerk Rappe, City Engineer Theobald, Finance Director Zaworski, Ken and Janice Borgstrom-Durst, Duane Burton, Everett Paulson, Candy McKern, Don Westfall, Linda Jerviss, Melisa Ferris, Alex Malm and Tim Tjosaas

**PLESGE OF ALLIEGENCE**

**APPROVE AGENDA**

Add: A.2.g Resolution Reauthorizing Membership in the 4M Fund

Remove: F.2.b Water tower to cancel the sign

**Motion to Approve the Amended Agenda made by Councilperson Buck, second by Councilperson Zelinske with All Voting Aye.**

**CONSENT AGENDA**

Minutes from December 12, 2018

Claims processed after the December 12, 2018 regular meeting, as audited for payment in the amount of \$519,239.41

Resolution Certifying Delinquent Claims to County Auditor

***Resolution #12.5-18***

***Resolution Certifying Delinquent Claims to the County Auditor  
(on file)***

Resolution Decertifying Delinquent Claims to County Auditor

***Resolution #12.6-18***

***Resolution Decertifying Delinquent Claims to the County Auditor  
(on file)***

Acknowledge Committee Minutes

Park Board Minutes (DRAFT) November 2018

Planning Commission – October 2018

EDA – September

EDA – October

EDA – November

Library Board – October

Evaluations:

Melanie Bersano Library Assistant Inc from Grade 3 Step 6 to Grade 3 Step 7  
\$19.05 eff. 12-16-18

Kelly Bell Library Assistant Inc from Grade 3 Step 6 to Grade 3 Step 7  
\$19.05 eff. 12-17-18

Jesse Reding Investigator Inc from Grade 11 Step 5 to Grade 11 Step 6 \$33.94 eff  
10-7-18

Resolution Reauthorizing Membership in the 4M Fund

***Resolution #12.7-18***

***Resolution Reauthorizing Membership in the 4M Fund***

***(on file)***

**Motion to Approve the Consent Agenda made by Councilperson Eggler, second by Councilperson Borgstrom with All Voting Aye.**

**VISITORS TO THE COUNCIL**

**PUBLIC FORUM**

**PUBLIC HEARING**

**COMMITTEE REPORT**

**OLD BUSINESS**

**Fire Hall Deficiencies.** – A list has been received. Councilperson Borgstrom stated that if there are that many inadequacies this should have been brought to light a long time ago. Councilperson Borgstrom would like the Council to stay on this. Councilperson Buck stated that the City is in budget time and they have added no maintenance to their budget.

**Water Tower Sign** – Councilperson Zelinske stated that there are corrections: after stonemason should say “from Norway” and Council should be lower case. **Motion to Accept with the Changes the New Version and to Cancel the Previous Version made by Mayor McKern and second by Councilperson Buck with All Voting Aye.**

**Revised Resolution Approving Final 2018 Tax Levy Collectible in 2019** - The levy was reduced at the last meeting by cutting a fulltime streets person to part time. **Motion to Accept the Resolution made by Councilperson Buck, second by Councilperson Zelinske with All Voting Aye.**

***Resolution #12.8-18***

***Resolution Approving Final 2018 Tax Levy, Collectible in 2019***

***(on file)***

**Revised 2019 Budget** - The revised budget then dropped from 6.97% for an increase now at 6.28% increase. **Motion to Approve made by Councilperson Eggler, second by Councilperson Zelinske with All Voting Aye.**

**NEW BUSINESS**

**Resolution of Conveyance of Tax Forfeited Property** – This is on the east side of the bridge on County 34 that encompasses Masten Creek. This was brought up in September, we were waiting for the DNR to release it and they now have. **Motion to Approve the Resolution made by Councilperson Buck, second by Councilperson Eggler with All Voting Aye.**

***Resolution #12.9-18***

***Resolution Authorizing the City of Kasson to Acquire by Conveyance of Tax Forfeited Land for the Public Use of Parks and Trails***



**(on file)**

**Manpower Increase** – Manpower has submitted their annual increase is 1.5% for 2019.

**Motion to Accept made by Councilperson Egler, second by Councilperson Zelinske with All Voting Aye.**

**Kennel/Dog Pick up** – KM Regional will no longer be taking dog impounds. Carriage House does not take impounds anymore either. Byron and Dodge Center are in the same situation, Administrator Coleman will stay in touch with the other Administrators to see if they are finding a solution.

#### **MAYOR'S REPORT**

**Wrap Up** – Mayor McKern thanked all volunteers and people on boards and commissions and to thank all of the city employees. Mayor McKern recognized the two outgoing council members with a plaque and wished them good luck.

#### **ADMINISTRATORS REPORT**

**Joint Request of Xcel Energy and Kasson Public Utilities** - MPUC approved the resolution between Xcel Energy and the City for the service by exception agreement and the City did purchase the athletic fields. Now it includes the whole high school property.

**Wrap up** – Administrator Coleman referred to her memo and added that the enterprise contract is still underway.

#### **HKGi Revised Schedule**

The Planning Commission is working with them and they are aware of the schedule revision.

#### **ENGINEER'S REPORT**

##### **TH 57 Improvement Project - 2021 construction**

**Project Overview – MnDOT Presentation** – this is what was presented to MnDOT to secure the funds.

**TH 57 Project Cost Opinion – Letter of Intent** – This is the cost of the project split out by item and cost and who is paying for what.

**Professional Services Agreement – Engineering Services** – Engineer Theobald stated that this is a two year design project. MnDOT has approved this exhibit of work. Administrator Coleman stated the engineering will be paid in different years and the enterprise funds will help pay some of this. Councilperson Borgstrom questioned engineering costs at \$610,000 for a \$5 million project that MnDOT is doing a lot of the work. Councilperson Borgstrom asked if this could be a “Not to Exceed \$610,000”, Engineer Theobald stated that there is not electrical listed on here and the beautification and the scope of what we want to do has not been determined. **Motion to Approve the Professional Services Agreement not to Exceed \$610,000 made by Councilperson Egler, second by Councilperson Zelinske. Ayes: Buck, Egler, McKern and Zelinske Nays: Borgstrom**

**Establish Technical Advisory Committee** – Engineer Theobald would like to establish a committee to help with the Hwy 57 project on beautification, design items, do we want a

committee to help steer staff and MnDOT. Mayor McKern stated that can be done when he appoints committees in January.

**Overview of outstanding and upcoming projects.** – Engineer Theobald stated that there are some existing projects that have development agreements and there are some punch list items that still need to be completed. There are some upcoming development projects that are being discussed. The street projects are 95% complete. In 2019 we are planning on paving 16<sup>th</sup> St NE to the east and the storm sewer on east mains is still being planned for 2019.

**PERSONNEL**

**Fire Department Deputy Fire Chief Update** – Administrator Coleman stated that there is no recommendation from the Personnel Committee. Mayor McKern stated that things are being reviewed as to whether the position is needed or not and if things are getting done. **Councilperson Borgstrom made a Motion to Eliminate the Second Deputy Chief Position, second Councilperson Buck. Ayes: Borgstrom, Buck and McKern Nays: Egglar and Zelinske**

**ATTORNEY**

**CORRESPONDENCE**

**ADJOURN 6:33PM**

**Motion to Adjourn made by Councilperson Borgstrom, second by Councilperson Buck with all voting Aye to Adjourn.**

**ATTEST:**

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Linda Rappe, City Clerk

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Chris McKern, Mayor

## SIGNATURE PAGE

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

THIS INCLUDES WARRANT NUMBERS:

#1 - #4

GRAND TOTAL SUBMITTED FOR PAYMENT \$ 2,017,469.68

DATE APPROVED: 01-09-19

#1	\$2,128.14
#2	12,438.79
#3	121,428.39
#4	1,881,474.36
<hr/>	
2,017,469.68	

01/02/19  
15:28:46

CITY OF KASSON  
Claim Approval List  
For the Accounting Period: 12/18  
For Pay Date: 12/20/18

Page: 1 of 3  
Report ID: AP100V

#1

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
30472	E	5691 FURTHER-FSA	2,080.00					
	38859873	12/04/18 FLEX PAYMENTS 12/6/18	2,080.00			101 2177		1010
30473	E	5691 FURTHER-FSA	48.14					
	38874597	12/18/18 FLEX PAYMENTS 12/20/18	48.14			101 2177		1010
		Total for Vendor:	2,128.14					
		# of Claims	2	Total:				2,128.14
		Total Electronic Claims						2,128.14
		Total Non-Electronic Claims						

01/02/19  
15:28:48

CITY OF KASSON  
Fund Summary for Claims  
For the Accounting Period: 12/18

Page: 2 of 3  
Report ID: AP110

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$2,128.14
Total:	\$2,128.14

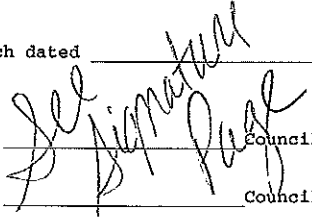
01/02/19  
15:28:48

CITY OF KASSON  
Claim Approval Signature Page  
For the Accounting Period: 12/18

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

12/21/18  
14:13:33

CITY OF KASSON  
Claim Approval List  
For the Accounting Period: 12/18  
For Pay Date: 12/21/18

Page: 1 of 4  
Report ID: AP100V

#2

For Pay Date = 12/21/18

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
30380		5542 ANCOM COMMUNICATIONS INC	1,495.00					
	82756	10/19/18 2 DUAL BAND VHF	1,495.00			101 220 4220	240	1010
		Total for Vendor:	1,495.00					
30381		5446 ANCOM TECHNICAL CENTER INC	460.87					
	82109	09/26/18 REPAIRS TO RADIO	460.87*			101 220 4220	400	1010
		Total for Vendor:	460.87					
30382		5098 CARDMEMBER SERVICE	377.81					
	11/13/18	VACUUM CLNR BAGS	57.17*			101 210 4210	220	1010
	11/20/18	HANSON-USPCA REG 18 MEMBERSHIP	50.00			101 210 4210	334	1010
	11/20/18	RUNNELLS-USPCA REG 18 MEMBERSH	50.00			101 210 4210	334	1010
	11/21/18	RUNNELLS-BCA TRAINING	75.00*			101 210 4210	333	1010
	11/29/18	CARDIAC LIFE SMART PADS	119.70*			101 210 4210	210	1010
	11/26/18	STAMPS.COM	15.99*			101 210 4210	325	1010
	11/29/18	PCH-INTELIUS SUBSCRIPTION	9.95*			101 210 4210	210	1010
		Total for Vendor:	377.81					
30383		639 DODGE COUNTY PUBLIC HEALTH	280.00					
	10/31/18	7 FLU SHOTS-F D	280.00			101 220 4220	444	1010
		Total for Vendor:	280.00					
30384		2618 FIRE SAFETY USA INC	251.48					
	113088	07/12/18 FIREFIGHTER WIPES	27.98			101 220 4220	240	1010
	113205	07/17/18 HELMET-DEPUTY CHIEF	13.50			101 220 4220	240	1010
	114860	08/16/18 HELMET W/ FACE SHIELD	210.00			101 220 4220	240	1010
		Total for Vendor:	251.48					
30385		5628 MACQUEEN EMERGENCY GROUP	585.50					
	P01549	10/31/18 LENS MRKRS/STROBES/BULB	585.50*			101 220 4220	220	1010
		Total for Vendor:	585.50					
30386		1061 MED COMPASS	2,360.00					
	34433	10/22/18 23 SCBA USER EXAMS	1,515.00			101 220 4220	444	1010
	34433	10/22/18 23 QUANTITATIVE FIT TESTS	644.00			101 220 4220	444	1010
	34688	11/26/18 2 SCBA USER EXAMS	145.00			101 220 4220	444	1010

12/21/18  
14:13:33

CITY OF KASSON  
Claim Approval List  
For the Accounting Period: 12/18  
For Pay Date: 12/21/18

Page: 2 of 4  
Report ID: AP100V

For Pay Date = 12/21/18

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	34688	11/26/18 2 QUANTITATIVE FIT TESTS	56.00			101 220 4220	444	1010
		Total for Vendor:	2,360.00					
30387		4685 MOTOROLA	6,054.38					
	16017472	10/04/18 2 APX 4000 & ACCESSORIES	6,054.38			101 220 4220	240	1010
		Total for Vendor:	6,054.38					
30388		4108 ULTIMATE SAFETY CONCEPTS INC	573.75					
	179802	10/31/18 PCB ASSEMBLY INSTALL	573.75*			101 220 4220	400	1010
		Total for Vendor:	573.75					
		# of Claims	9	Total:	12,438.79			



12/21/18  
14:13:34

CITY OF KASSON  
Fund Summary for Claims  
For the Accounting Period: 12/18

Page: 3 of 4  
Report ID: AP110

Fund/Account	Amount
101 General Fund 1010 CASH-OPERATING	\$12,438.79
Total:	\$12,438.79

12/21/18  
14:13:35

CITY OF KASSON  
Claim Approval Signature Page  
For the Accounting Period: 12/18

Page: 4 of 4  
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

12/31/18  
14:34:04

CITY OF KASSON  
Claim Approval List  
For the Accounting Period: 12/18  
For Pay Date: 12/31/18

Page: 1 of 15  
Report ID: AP100V

#3

For Pay Date = 12/31/18  
\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
30437		124 ABEL SIGNS INC	4,200.00					
	8800	12/21/18 SIGN-MEADOWLAND PARK	2,100.00			101 680 4522	530	1010
	8800	12/21/18 SIGN-J HYDE KASSON PARK	2,100.00			101 680 4522	530	1010
		Total for Vendor:	4,200.00					
30446		5814 ANAKCHHUNN, ROTH	9.73					
	1358-14	12/26/18 RL MTR DEP REFUND AFT APPL TO	9.73			604 2212		1010
		Total for Vendor:	9.73					
30469		5049 ARTISAN BEER COMPANY	205.20					
	3314309	12/26/18 BEER	205.20			609 975 4975	252	1010
		Total for Vendor:	205.20					
30390		203 BAKER & TAYLOR INC	124.80					
	2034185930	12/04/18 BOOKS	124.80			211 550 4550	218	1010
		Total for Vendor:	124.80					
30422		1012 BELLBOY CORPORATION	1,941.53					
	67351200	12/06/18 LIQUOR	1,568.40*			609 975 4975	251	1010
	67351200	12/06/18 FREIGHT	28.00			609 975 4975	335	1010
	67475700	12/13/18 LIQUOR	257.00*			609 975 4975	251	1010
	67475700	12/13/18 FREIGHT	4.00			609 975 4975	335	1010
	98737400	12/13/18 BAGS	84.13			609 975 4975	210	1010
	98737400	12/13/18 SALES TAX	5.78			609 975 4975	210	1010
	98737400	12/13/18 SALES TAX	-5.78			609 2025		1010
		Total for Vendor:	1,941.53					
30391		4151 BLUE TARP CREDIT SERVICES	649.69					
	71103528	12/12/18 LIGHT BAR-NEW TRUCK	549.71			101 522 4522	240	1010
	71103529	12/12/18 LIGHT BAR-NEW TRUCK	99.98			101 522 4522	240	1010
		Total for Vendor:	649.69					
30392		4708 BOUND TREE MEDICAL LLC	2,390.15					
	83042023	11/20/18 CPR TRAINING MANIKIN	2,010.18*			101 220 4220	210	1010
	83048715	11/29/18 MEDICAL SUPPLIES	144.85*			101 220 4220	240	1010
	83048716	11/29/18 MEDICAL SUPPLIES	9.49*			101 220 4220	240	1010

12/31/18  
14:34:04

CITY OF KASSON  
Claim Approval List  
For the Accounting Period: 12/18  
For Pay Date: 12/31/18

Page: 2 of 15  
Report ID: AP100V

For Pay Date = 12/31/18

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	83057833	12/10/18 MEDICAL SUPPLIES	108.94*			101 220 4220	240	1010
	83059195	12/11/18 MEDICAL SUPPLIES	116.69*			101 220 4220	240	1010
		Total for Vendor:	2,390.15					
30460		2023 BRADFORD, CHARLES	20.00					
	12/28/18	DLI LIC RENEWAL FEE	20.00*			602 949 4949	334	1010
		Total for Vendor:	20.00					
30423		5239 BREAKTHRU BEVERAGE MN WINE &	2,748.60					
	2080218754	11/07/18 LIQUOR CREDIT	-45.51*			609 975 4975	251	1010
	2080218756	11/07/18 LIQUOR CREDIT	-60.00*			609 975 4975	251	1010
	2080218757	11/07/18 LIQUOR CREDIT	-37.76*			609 975 4975	251	1010
	2080220436	11/21/18 WINE CREDIT	-12.27*			609 975 4975	251	1010
	1080900370	12/12/18 LIQUOR	1,165.63*			609 975 4975	251	1010
	1080900370	12/12/18 WINE	406.61*			609 975 4975	251	1010
	1080900370	12/12/18 MIXES	22.00*			609 975 4975	254	1010
	1080900370	12/12/18 FREIGHT	22.66			609 975 4975	335	1010
	1080903690	12/19/18 LIQUOR	554.82*			609 975 4975	251	1010
	1080903690	12/19/18 WINE	160.00*			609 975 4975	251	1010
	1080903690	12/19/18 FREIGHT	15.11			609 975 4975	335	1010
	1080906944	12/26/18 LIQUOR	311.75*			609 975 4975	251	1010
	1080906944	12/26/18 WINE	194.00*			609 975 4975	251	1010
	1080906944	12/26/18 MIXES	42.00*			609 975 4975	254	1010
	1080906944	12/26/18 FREIGHT	9.56			609 975 4975	335	1010
		Total for Vendor:	2,748.60					
30424		3385 CANNON RIVER WINERY	288.00					
	6130	12/21/18 WINE	288.00*			609 975 4975	251	1010
		Total for Vendor:	288.00					
30451		4820 CHOICE1 HEALTH CARE SERVICES LLC	49.90					
	9344	12/06/18 TEST STRIPS	49.90*			101 220 4220	240	1010
		Total for Vendor:	49.90					

12/31/18  
14:34:04

CITY OF KASSON  
Claim Approval List  
For the Accounting Period: 12/18  
For Pay Date: 12/31/18

Page: 3 of 15  
Report ID: AP100V

For Pay Date = 12/31/18

\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
30393		4238 CINTAS CORP	82.75					
	8403934375	12/07/18 RESTOCK 1ST AID KITS	16.55			101 920 4920	433	1010
	8403934375	12/07/18 RESTOCK 1ST AID KITS	16.55			601 943 4943	433	1010
	8403934375	12/07/18 RESTOCK 1ST AID KITS	16.55*			602 948 4948	433	1010
	8403934375	12/07/18 RESTOCK 1ST AID KITS	16.55*			604 957 4957	433	1010
	8403934375	12/07/18 RESTOCK 1ST AID KITS	16.55			605 963 4963	433	1010
		Total for Vendor:	82.75					
30394		5224 COLEMAN, THERESA	258.23					
	12/21/18	MILES-CEDA MTG	28.34*			101 140 4140	332	1010
	12/21/18	MILES-2 CMPAS MTGS	166.23*			101 140 4140	332	1010
	12/21/18	MILES-VARIOUS MTGS	54.83*			101 140 4140	332	1010
	12/21/18	MILES-CITY ERRANDS	8.83*			101 140 4140	331	1010
		Total for Vendor:	258.23					
30395		668 CONTINENTAL RESEARCH CORP	262.64					
	472773CRC1	12/20/18 FREE FLOW	262.64*			606 516 4516	210	1010
		Total for Vendor:	262.64					
30396		5156 DODGE COUNTY INDEPENDENT/DODGE	13.52					
	5228 11/29/18	P C HEARING NOTICE	13.52*			101 191 4191	351	1010
		Total for Vendor:	13.52					
30438		2070 EARL'S SMALL ENGINE REPAIR INC	15.44					
	#HELD 12/21/18	FUEL FILT/GROMMET/PRIMER BULB	15.44			101 524 4524	210	1010
		Total for Vendor:	15.44					
30444		5813 ENTERPRISE FM TRUST	1,572.68					
	FBN3599587	12/05/18 VEH REG-'19 FORD 0318	85.88			601 943 4943	430	1010
	FBN3599587	12/05/18 VEH REG-'19 FORD 0318	85.87			602 948 4948	430	1010
	FBN3599587	12/05/18 MO. LEASE-'19 FORD 0318	326.56			601 943 4943	430	1010
	FBN3599587	12/05/18 MO. LEASE-'19 FORD 0318	326.55			602 948 4948	430	1010
	FBN3599587	12/05/18 VEH REG-'19 FORD 0317	171.75*			101 680 4310	550	1010
	FBN3599587	12/05/18 MO. LEASE-'19 FORD 0317	576.07*			101 680 4310	550	1010
		Total for Vendor:	1,572.68					

12/31/18  
14:34:04

CITY OF KASSON  
Claim Approval List  
For the Accounting Period: 12/18  
For Pay Date: 12/31/18

Page: 4 of 15  
Report ID: AP100V

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\* ... Over spent expenditure

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30439		5714 ENVIRONMENTAL TOXICITY CONTROL	1,200.00					
	18-289	12/20/18 WHOLE EFPL TOXICITY TESTING	1,200.00			602 947 4947 440		1010
		Total for Vendor:	1,200.00					
30397		2618 FIRE SAFETY USA INC	1,300.00					
116737		MSDS STATION WAS RETURNED THEY ARE CHARGING FOR SHIPPING & HANDLING FEES ONLY.						
	118185	12/13/18 TELE-LITE BATTLE FOGGER	1,285.00*			101 220 4220 240		1010
	116737	10/24/18 SHIPPING & HANDLING-MSDS STAT	15.00			606 516 4516 430		1010
		Total for Vendor:	1,300.00					
30398		5456 FRANKE, ROGER	74.82					
	12/01/18	E.A.B. TREATMENT REIMBURSEMENT	74.82			101 524 4524 444		1010
		Total for Vendor:	74.82					
30399		5678 FURTHER	117.30					
	1304899	12/06/18 DEC.-PARTICIPANT FEES	117.30*			101 140 4140 440		1010
		Total for Vendor:	117.30					
30400		3767 GOODIN COMPANY	65.43					
	09089501-1	12/11/18 12 PLEATED AIR FILTERS	65.43			606 516 4516 220		1010
		Total for Vendor:	65.43					
30453		191 HACH COMPANY	1,278.59					
	11264937	12/18/18 DRB200 REACTOR/PHOSPH TNT+	1,278.59			602 947 4947 210		1010
		Total for Vendor:	1,278.59					
30454		77 HAWKINS INC	9,595.93					
	4415036	12/07/18 ALUM SULFATE LIQUID	5,739.14			602 947 4947 211		1010
	4416022	12/18/18 CHLORINE/LPC-5	3,856.79			601 943 4943 210		1010
		Total for Vendor:	9,595.93					
30425		5036 HOHENSTEINS INC	679.00					
	110544	12/12/18 BEER	679.00			609 975 4975 252		1010
		Total for Vendor:	679.00					

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30401		231 IMAGES ON METAL INC	167.00					
	286877	12/13/18 ANDERSON-HOODED SWEATSHIRT	60.00			101 522 4522	214	1010
	286879	12/13/18 UNGER-2 HOODED SWEATSHIRTS	59.00			101 522 4522	214	1010
	286878	12/13/18 TRAPP-NAME & LOGO TO SHIRTS	24.00			601 943 4943	214	1010
	286878	12/13/18 TRAPP-NAME & LOGO TO SHIRTS	24.00*			602 948 4948	214	1010
		Total for Vendor:	167.00					
30402		2198 ITRON INC	12,821.38					
	504479	12/10/18 100 LOAD CONTROLLERS	12,821.38			604 959 4959	429	1010
	504479	12/10/18 SALES TAX	881.47			604 959 4959	429	1010
	504479	12/10/18 SALES TAX	-881.47			604 2025		1010
		Total for Vendor:	12,821.38					
30426		3484 J. J. TAYLOR DIST. CO. OF MN	408.50					
	2878983	12/12/18 BEER	264.25			609 975 4975	252	1010
	2878983	12/12/18 FREIGHT	3.00			609 975 4975	335	1010
	2884761	12/26/18 BEER	138.25			609 975 4975	252	1010
	2884761	12/26/18 FREIGHT	3.00			609 975 4975	335	1010
		Total for Vendor:	408.50					
30461		3825 JOHN DEERE FINANCIAL f.s.b.	220.01					
	B&WIK78516	11/16/18 ROUND LED	49.00*			101 310 4310	220	1010
	B&WIK78516A	11/27/18 ROUND LED	56.46*			101 310 4310	220	1010
	B&WIK78704	11/28/18 ROUND LED/LINCH PIN	49.31*			101 310 4310	220	1010
	B&WIK78834	12/04/18 COMPRESSED OXYGEN	35.38*			101 310 4310	220	1010
	SEMA123023	12/13/18 GROMMET	6.60*			101 310 4310	220	1010
	SEMA122970	12/13/18 GROMMET/FUEL FILTER	23.26			601 943 4943	220	1010
		Total for Vendor:	220.01					
30427		25 JOHNSON BROTHERS LIQUOR CO	12,726.85					
	1172271	12/11/18 LIQUOR	4,357.39*			609 975 4975	251	1010
	1172272	12/11/18 WINE	1,418.35*			609 975 4975	251	1010
	1178232	12/18/18 LIQUOR	745.50*			609 975 4975	251	1010
	1178233	12/18/18 WINE	1,278.65*			609 975 4975	251	1010
	1182333	12/23/18 LIQUOR	223.00*			609 975 4975	251	1010
	1182334	12/23/18 WINE	310.70*			609 975 4975	251	1010

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	1183396	12/26/18 LIQUOR	2,786.11*			609 975 4975	251	1010
	1183397	12/26/18 WINE	1,607.15*			609 975 4975	251	1010
		Total for Vendor:	12,726.85					
30403		3454 KASSON CAR CARE	274.25					
	18356	12/17/18 TOW VEH TO IMPD 18-4783	100.00			101 210 4210	430	1010
	18387	12/20/18 SQUAD 5-TIRE RPR/RPL RUNNING L	64.25			101 210 4210	400	1010
	18403	12/26/18 TOW VEH TO IMPD 18-4924	100.00			101 210 4210	430	1010
	18404	12/26/18 SQUAD 2-TIRE REPAIR	10.00			101 210 4210	400	1010
		Total for Vendor:	274.25					
30404		711 KISPERT, TODD	120.39					
	12/12/18	MEAL-LEADERSHIP ACADEMY	7.57*			604 959 4959	333	1010
	12/12/18	MILES-LEADERSHP ACADEMY	112.82*			604 959 4959	333	1010
		Total for Vendor:	120.39					
30405		5529 MANPOWER	557.26					
	33454544	12/16/18 WAGES THRU 12/16-ADMIN ASSIS	111.45*			101 140 4140	444	1010
	33454544	12/16/18 WAGES THRU 12/16-ADMIN ASSIS	83.59*			101 191 4191	444	1010
	33454544	12/16/18 WAGES THRU 12/16-ADMIN ASSIS	83.59*			601 944 4944	444	1010
	33454544	12/16/18 WAGES THRU 12/16-ADMIN ASSIS	83.59*			602 949 4949	444	1010
	33454544	12/16/18 WAGES THRU 12/16-ADMIN ASSIS	167.18*			604 959 4959	444	1010
	33454544	12/16/18 WAGES THRU 12/16-ADMIN ASSIS	27.86*			605 964 4964	444	1010
		Total for Vendor:	557.26					
30447		5815 MARQUETTE, PEGGY	10.21					
	0726-07	12/26/18 REFUND OVERPAYMENT ON ACCT	10.21			604 2212		1010
		Total for Vendor:	10.21					
30441		385 MAXSON ELECTRIC INC	894.60					
	6235	12/13/18 INSTALL CONTACTOR @ WWTP	894.60			602 947 4947	400	1010
		Total for Vendor:	894.60					
30406		5812 MN DEPT OF EMPLOYMENT & ECONOMIC	5,250.00					
	12/20/18	RETURN OF STATE REVOLV LOAN FU	5,250.00*			225 650 4650	430	1010
		Total for Vendor:	5,250.00					



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30407		5747 NESS, JERRI	28.85					
		12/19/18 MAILBOX DAMAGED BY TREE WORK	28.85*			101 524 4524	430	1010
		Total for Vendor:	28.85					
30428		60 NORTHERN BEVERAGE DIST. CO. LL	15,870.04					
	405538	12/13/18 BEER	3,187.45			609 975 4975	252	1010
	405538	12/13/18 FREIGHT	2.00			609 975 4975	335	1010
	405931	12/20/18 BEER	6,258.74			609 975 4975	252	1010
	405931	12/20/18 FREIGHT	2.00			609 975 4975	335	1010
	406273	12/27/18 BEER	6,399.45			609 975 4975	252	1010
	406273	12/27/18 NA BEVERAGE	18.40*			609 975 4975	254	1010
	406273	12/27/18 FREIGHT	2.00			609 975 4975	335	1010
		Total for Vendor:	15,870.04					
30462		3491 OLYMPIC FIRE PROTECTION CORP	634.96					
	25437860	12/13/18 REPAIR SPLKR SYST @ P.W.B.	634.96			101 310 4310	400	1010
		Total for Vendor:	634.96					
30463		502 ON-SITE COMPUTERS INC	58.85					
	CMCW60083	11/06/18 cr-ENTERPRISE WI-FI SYSTEM	-169.00*			101 220 4220	210	1010
	CW61640	12/14/18 INTERNET PROBLEMS @ KPD	227.85*			101 210 4210	440	1010
		Total for Vendor:	58.85					
30408		5002 OVERHEAD DOOR CO. OF OLMSTED	335.00					
	7020-000	12/04/18 REPAIR DOOR SPROCKET-KPD	335.00			101 210 4210	400	1010
		Total for Vendor:	335.00					
30429		23 PHILLIPS WINE & SPIRITS	8,432.75					
	314403	12/04/18 LIQUOR CREDIT	-328.36*			609 975 4975	251	1010
	314404	12/04/18 LIQUOR CREDIT	-226.99*			609 975 4975	251	1010
	314404	12/04/18 FREIGHT CREDIT	-1.69			609 975 4975	335	1010
	314405	12/04/18 WINE CREDIT	-31.18*			609 975 4975	251	1010
	314405	12/04/18 FREIGHT CREDIT	-0.28			609 975 4975	335	1010
	314406	12/04/18 WINE CREDIT	-42.00*			609 975 4975	251	1010
	2470953	12/11/18 LIQUOR	1,820.60*			609 975 4975	251	1010
	2470954	12/11/18 WINE	825.00*			609 975 4975	251	1010

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	2470955	12/11/18 MIXES	75.00*			609 975 4975	254	1010
	2475208	12/18/18 LIQUOR	1,352.30*			609 975 4975	251	1010
	2475209	12/18/18 WINE	481.50*			609 975 4975	251	1010
	2475210	12/18/18 MIXES	45.00*			609 975 4975	254	1010
	302809	08/07/18 LIQUOR CREDIT	-30.75*			609 975 4975	251	1010
	2478932	12/26/18 LIQUOR	3,159.60*			609 975 4975	251	1010
	2478933	12/26/18 WINE	1,206.00*			609 975 4975	251	1010
	2478934	12/26/18 MIXES	129.00*			609 975 4975	254	1010
		Total for Vendor:	8,432.75					
30467		446 PITNEY BOWES GLOBAL FINANCIAL	158.37					
	3102786766	12/21/18 PST MTR LEASE 10/19-12/31	65.99			101 194 4194	410	1010
	3102786766	12/21/18 PST MTR LEASE 10/19-12/31	65.98			604 957 4957	410	1010
	3102786766	12/21/18 PST MTR LEASE 1/1-1/18/19	13.20			101 1550		1010
	3102786766	12/21/18 PST MTR LEASE 1/1-1/18/19	13.20			604 1550		1010
	3102786766	12/21/18 SALES TAX	5.44			604 957 4957	410	1010
	3102786766	12/21/18 SALES TAX	-5.44			604 2025		1010
		Total for Vendor:	158.37					
30464		3936 POMP'S TIRE SERVICE INC	165.00					
	230076831	12/17/18 1 TIRE	125.00*			101 310 4310	220	1010
	230076831	12/17/18 MOUNT/DISMOUNT TIRE	40.00			101 310 4310	400	1010
		Total for Vendor:	165.00					
30455		4037 PREFERRED HEATING & COOLING LLC	4,583.40					
	711	12/19/18 HEATER REPAIRS @ WWTP	4,583.40			602 947 4947	400	1010
		Total for Vendor:	4,583.40					
30465		396 PROLINE DIST. INC.	224.83					
	129204	12/11/18 DRILL BITS/CUT OFF WHEEL/MAXI	19.88*			101 310 4310	220	1010
	129204	12/11/18 DRILL BITS/CUT OFF WHEEL/MAXI	19.89*			101 312 4312	220	1010
	129204	12/11/18 DRILL BITS/CUT OFF WHEEL/MAXI	19.89			101 517 4517	220	1010
	129204	12/11/18 DRILL BITS/CUT OFF WHEEL/MAXI	19.89			601 943 4943	220	1010
	129204	12/11/18 DRILL BITS/CUT OFF WHEEL/MAXI	19.89*			602 948 4948	220	1010
	129204	12/11/18 DRILL BITS/CUT OFF WHEEL/MAXI	19.89*			604 957 4957	220	1010
	129204	12/11/18 DRILL BITS/CUT OFF WHEEL/MAXI	19.89			605 963 4963	220	1010
	129204	12/11/18 SALES TAX	1.37*			604 957 4957	220	1010

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	129204	12/11/18 SALES TAX	-1.37			604 2025		1010
	129470	12/19/18 DRILL BITS/MAXI DISC/CBL TIES	12.23*			101 310 4310	220	1010
	129470	12/19/18 DRILL BITS/MAXI DISC/CBL TIES	12.23*			101 312 4312	220	1010
	129470	12/19/18 DRILL BITS/MAXI DISC/CBL TIES	12.23			101 517 4517	220	1010
	129470	12/19/18 DRILL BITS/MAXI DISC/CBL TIES	12.23			601 943 4943	220	1010
	129470	12/19/18 DRILL BITS/MAXI DISC/CBL TIES	12.23*			602 948 4948	220	1010
	129470	12/19/18 DRILL BITS/MAXI DISC/CBL TIES	12.23*			604 957 4957	220	1010
	129470	12/19/18 DRILL BITS/MAXI DISC/CBL TIES	12.23			605 963 4963	220	1010
	129470	12/19/18 SALES TAX	0.84*			604 957 4957	220	1010
	129470	12/19/18 SALES TAX	-0.84			604 2025		1010
		Total for Vendor:	224.83					
30448		5816 RATHS, AMANDA	1.90					
	0923-11	12/26/18 RL MTR DEP REFUND AFT APPL TO	1.90			604 2212		1010
		Total for Vendor:	1.90					
30431		63 SCHOTT DIST CO INC	3,751.84					
	336820	12/13/18 BEER	3,543.90			609 975 4975	252	1010
	336820	12/13/18 MIXES	60.00*			609 975 4975	254	1010
	336821	12/13/18 BEER	95.94			609 975 4975	252	1010
	336936	12/13/18 BEER	52.00			609 975 4975	252	1010
		Total for Vendor:	3,751.84					
30409		64 SELCO	1,190.54					
	045788	12/07/18 DEC.-AUTOMATION & PC SUPPORT	1,352.67*			211 550 4550	309	1010
	045788	12/07/18 SMS NOTICE	10.20			211 550 4550	325	1010
	045788	12/07/18 PATRON LATE FEES-PD ON-LINE	-172.33			211 550 3513		1010
		Total for Vendor:	1,190.54					
30432		3850 SOUTHERN GLAZER'S OF MN	6,713.76					
	1766180	12/19/18 LIQUOR	944.52*			609 975 4975	251	1010
	1766180	12/19/18 FREIGHT	9.30			609 975 4975	335	1010
	1766181	12/19/18 LIQUOR	2,039.80*			609 975 4975	251	1010
	1766181	12/19/18 WINE	142.00*			609 975 4975	251	1010
	1766181	12/19/18 FREIGHT	29.45			609 975 4975	335	1010
	1763154	12/12/18 LIQUOR	1,332.75*			609 975 4975	251	1010
	1763154	12/12/18 WINE	262.57*			609 975 4975	251	1010

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		1763154 12/12/18 FREIGHT	20.15			609 975 4975	335	1010
		1768989 12/27/18 LIQUOR	1,817.97*			609 975 4975	251	1010
		1768989 12/27/18 WINE	92.00*			609 975 4975	251	1010
		1768989 12/27/18 FREIGHT	23.25			609 975 4975	335	1010
		Total for Vendor:	6,713.76					
30449		5817 STAFFORD, ERIN	75.19					
		0224-08 12/26/18 RL MTR DEP REFUND AFT APPL TO	75.19			604 2212		1010
		Total for Vendor:	75.19					
30470		5708 STAPLES BUSINESS CREDIT	259.75					
		91132640 12/27/18 CALC PAPER/THERM PAPER/PENS	83.43			101 140 4140	210	1010
		91132640 12/27/18 TONER CARTRIDGE HP8000	111.16			101 140 4140	210	1010
		91132640 12/27/18 TONER CARTRIDGE HP8000	22.23*			601 944 4944	210	1010
		91132640 12/27/18 TONER CARTRIDGE HP8000	22.23			602 949 4949	210	1010
		91132640 12/27/18 TONER CARTRIDGE HP8000	44.46			604 959 4959	210	1010
		91132640 12/27/18 TONER CARTRIDGE HP8000	22.23			605 963 4963	210	1010
		91132640 12/27/18 SALES TAX	3.06			604 959 4959	210	1010
		91132640 12/27/18 SALES TAX	-3.06			604 2025		1010
		90315130 12/19/18 cr-OFFICE JET 3830	-20.00			601 943 4943	210	1010
		90315130 12/19/18 cr-OFFICE JET 3830	-20.00*			602 948 4948	210	1010
		90315130 12/19/18 cr-BLACK CARTRIDGE	-3.00			601 943 4943	210	1010
		90315130 12/19/18 cr-BLACK CARTRIDGE	-2.99*			602 948 4948	210	1010
		Total for Vendor:	259.75					
30410		3058 STONE BY STONE PLUS LLC	817.00					
		359 09/11/18 CONCRETE PAD-MERRY GO ROUND	817.00*			101 513 4513	400	1010
		Total for Vendor:	817.00					
30411		79 STREICHER'S	23.98					
		I1343588 12/12/18 STRADTMANN-CUFF STRAP	23.98			101 210 4210	240	1010
		Total for Vendor:	23.98					
30412		498 TRIGEN PAPER & SUPPLY INC	397.52					
		347497 12/12/18 9" T TISSUE/ 55 GAL CAN LINERS	194.94*			606 516 4516	210	1010
		347391 12/10/18 ROLL TOWELS	60.94*			211 550 4550	220	1010
		347768 12/17/18 ROLL TOWELS	8.56*			101 310 4310	220	1010

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		347768 12/17/18 ROLL TOWELS	8.56*			101 312 4312	220	1010
		347768 12/17/18 ROLL TOWELS	8.56			101 517 4517	220	1010
		347768 12/17/18 ROLL TOWELS	8.56			601 943 4943	220	1010
		347768 12/17/18 ROLL TOWELS	8.56*			602 948 4948	220	1010
		347768 12/17/18 ROLL TOWELS	8.57*			604 957 4957	220	1010
		347768 12/17/18 ROLL TOWELS	8.57			605 963 4963	220	1010
		347768 12/17/18 SALES TAX	0.59*			604 957 4957	220	1010
		347768 12/17/18 SALES TAX	-0.59			604 2025		1010
		347768 12/17/18 T. TISSUE	7.35*			101 310 4310	210	1010
		347768 12/17/18 T. TISSUE	7.35*			101 312 4312	210	1010
		347768 12/17/18 T. TISSUE	7.35			101 517 4517	210	1010
		347768 12/17/18 T. TISSUE	7.35			601 943 4943	210	1010
		347768 12/17/18 T. TISSUE	7.36*			602 948 4948	210	1010
		347768 12/17/18 T. TISSUE	7.36			604 957 4957	210	1010
		347768 12/17/18 T. TISSUE	7.36			605 963 4963	210	1010
		347768 12/17/18 SALES TAX	0.51			604 957 4957	210	1010
		347768 12/17/18 SALES TAX	-0.51			604 2025		1010
		348095 12/26/18 FOLD TOWELS	30.22			101 140 4140	210	1010
		Total for Vendor:	397.52					
30413		2737 THOMAS TOOL & SUPPLY INC	73.67					
		483D6B 12/17/18 QUAD VOLTAGE CHARGER	73.67			604 957 4957	240	1010
		483D6B 12/17/18 SALES TAX	5.06			604 957 4957	240	1010
		483D6B 12/17/18 SALES TAX	-5.06			604 2025		1010
		Total for Vendor:	73.67					
30414		123 THRONDSOIL OIL & LP GAS CO	1,728.20					
		341987 12/13/18 P. DIESEL/ #1 DIESEL	691.28*			101 310 4310	210	1010
		341987 12/13/18 P. DIESEL/ #1 DIESEL	691.28*			101 312 4312	210	1010
		341987 12/13/18 P. DIESEL/ #1 DIESEL	86.41			601 943 4943	210	1010
		341987 12/13/18 P. DIESEL/ #1 DIESEL	86.41*			602 948 4948	210	1010
		341987 12/13/18 P. DIESEL/ #1 DIESEL	86.41			604 957 4957	210	1010
		341987 12/13/18 P. DIESEL/ #1 DIESEL	86.41			605 963 4963	210	1010
		341987 12/13/18 SALES TAX	5.94			604 957 4957	210	1010
		341987 12/13/18 SALES TAX	-5.94			604 2025		1010
		Total for Vendor:	1,728.20					

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30415		4446 TRACY SERVICES LLC	105.00					
	2923	12/12/18 SNOW REMOV-801 7 ST NE	35.00			101 1151		1010
	2925	12/19/18 SNOW REMOV-11 E VETS MEM HWY	35.00			101 1151		1010
	2924	12/19/18 SNOW REMOV-105 S MANT AV	35.00			101 1151		1010
		Total for Vendor:	105.00					
30416		4253 TRUCKIN' AMERICA OF ROCHESTER	439.75					
	147203	12/17/18 NON-CURR MOTOR/R&R PUMP MOTOR	146.58			601 943 4943	220	1010
	147203	12/17/18 NON-CURR MOTOR/R&R PUMP MOTOR	146.58			602 947 4947	220	1010
	147203	12/17/18 NON-CURR MOTOR/R&R PUMP MOTOR	146.59*			602 948 4948	220	1010
		Total for Vendor:	439.75					
30417		4108 ULTIMATE SAFETY CONCEPTS INC	8,223.00					
	180434	12/11/18 STABILIZ KIT/AIR BAG/REG HOSE	8,223.00*			101 220 4220	240	1010
		Total for Vendor:	8,223.00					
30418		2675 ULVE, JEFF	123.97					
	12/17/18	ULVE-HOODIE	48.99*			602 948 4948	214	1010
	12/17/18	ULVE-UNIFORM PANT	74.98*			602 948 4948	214	1010
		Total for Vendor:	123.97					
30442		939 USA BLUEBOOK	446.18					
	753976	12/05/18 SIGHT FLOW INDICATOR	179.73			602 947 4947	240	1010
	754390	12/05/18 FLUORIDE STD SOLUTION	266.45			601 943 4943	210	1010
		Total for Vendor:	446.18					
30433		4466 VINOCOPIA INC	120.00					
	221876IN	12/06/18 WINE	120.00*			609 975 4975	251	1010
		Total for Vendor:	120.00					
30419		5497 VOSEN, DAVID	59.98					
	12/18/18	VOSEN-UNIFORM PANT	29.99*			602 948 4948	214	1010
	12/18/18	VOSEN-UNIFORM SHIRT	29.99*			602 948 4948	214	1010
		Total for Vendor:	59.98					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
30434		5047 WATERVILLE FOOD & ICE INC	119.96					
	05-808965	12/20/18 ICE-LIQUOR STORE	119.96*			609 975 4975	257	1010
		Total for Vendor:	119.96					
30420		637 WEBER, LETH & WOESSNER PLC	3,192.00					
	NOV '18 11/30/18	1.2 HRS LEGAL-PERSONNEL	174.00			101 160 4160	304	1010
	NOV '18 11/30/18	.7 HR LEGAL-LIBRARY CONSTRUCT	94.50			211 550 4550	430	1010
	NOV '18 11/30/18	.2 HR LEGAL-F D	29.00			101 220 4220	430	1010
	NOV '18 11/30/18	.6 HR LEGAL-P & Z	87.00*			101 191 4191	304	1010
	NOV '18 11/30/18	.5 HR LEGAL-CITY ADMINISTRATI	65.50			101 160 4160	304	1010
	NOV '18 11/30/18	1.3 HRS LEGAL-P & Z-CASEYS	178.00*			101 191 4191	304	1010
	NOV '18 11/30/18	.5 HR LEGAL-SHOPKO LOT	72.50*			101 191 4191	304	1010
	NOV '18 11/30/18	5.5 HRS LEGAL-'17 STR ASSMNT	797.50*			423 311 4311	430 41602	1010
	NOV '18 11/30/18	3.6 HRS LEGAL-CC MTGS	522.00			101 111 4111	304	1010
	NOV '18 11/30/18	8.3 HRS LEGAL-WILKER	1,172.00*			101 191 4191	304	1010
		Total for Vendor:	3,192.00					
30435		2407 WINE MERCHANTS	300.00					
	7214658	12/18/18 WINE	300.00*			609 975 4975	251	1010
		Total for Vendor:	300.00					
30456		2427 XCEL ENERGY	178.77					
	619292616	12/17/18 UTIL SERV-NW LIFT ST 11/12-	178.77			602 948 4948	380	1010
		Total for Vendor:	178.77					
		# of Claims	68	Total:	121,428.39			

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Fund Summary for Claims  
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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$25,125.74
211 Library Fund	
1010 CASH-OPERATING	\$1,470.78
225 EDA Financial Assistance Fund	
1010 CASH-OPERATING	\$5,250.00
423 3rd,4th 5th Av 2017 Street Assessment	
1010 CASH-OPERATING	\$797.50
601 Water Fund	
1010 CASH-OPERATING	\$4,963.33
602 Sewer Fund	
1010 CASH-OPERATING	\$15,221.60
604 Electric Fund	
1010 CASH-OPERATING	\$13,554.30
605 Storm Water	
1010 CASH-OPERATING	\$201.10
606 ICE ARENA	
1010 CASH-OPERATING	\$538.01
609 Liquor Fund	
1010 CASH-OPERATING	\$54,306.03
Total:	\$121,428.39



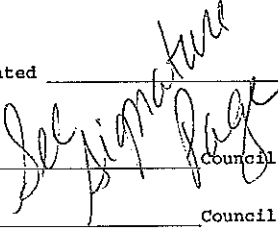
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CITY OF KASSON  
401 5TH STREET SE  
KASSON. MN 55944-2204

The claim batch dated \_\_\_\_\_ are approved for payment.

APPROVED  \_\_\_\_\_ Council Member  
\_\_\_\_\_ Council Member

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/18) ****								
30475		1084 ALL SYSTEMS INSTALLATION	430.00					
	43540	11/30/18 Reposition Microphone	430.00			101 210 4210	400	1010
		Total for Vendor:	430.00					
30486		5819 Allegra of Rochester	291.73					
	703461	01/02/19 '19 Admission Ticket Books	291.73			101 514 4514	210	1010
		Total for Vendor:	291.73					
*** Claim from another period (12/18) ****								
30476		3194 AMERICAN LEGAL PUBLISHING	195.00					
	0125881	12/20/18 2018 Supplement	195.00			101 113 4113	430	1010
		Total for Vendor:	195.00					
*** Claim from another period (12/18) ****								
30477		203 BAKER & TAYLOR INC	153.24					
	2034209158	12/13/18 Books	28.43			211 550 4550	218	1010
	2034211660	12/14/18 Books	51.07			211 550 4550	218	1010
	2034217454	12/17/18 Books	73.74			211 550 4550	218	1010
		Total for Vendor:	153.24					
*** Claim from another period (12/18) ****								
30478		4567 BELL, KELLY	27.54					
	12/05/18	Mileage-Daycare, PR Mead, etc	27.54			211 550 4550	441	1010
		Total for Vendor:	27.54					
*** Claim from another period (12/18) ****								
30508		1012 BELLBOY CORPORATION	221.99					
	98772700	12/18/18 Pickled Green Beans	-4.95			609 975 4975	254	1010
	67600800	12/20/18 Liquor	172.45			609 975 4975	251	1010
	67600800	12/20/18 Freight	2.00			609 975 4975	335	1010
	98782800	12/20/18 Bags/Sleeves	52.49			609 975 4975	210	1010
		Total for Vendor:	221.99					
30515		308 BERKLEY RISK ADMINISTRATORS	131,171.00					
	01/09/19	WC INS- WC1001163	81.00*			101 111 4111	150	1010
	01/09/19	WC INS- WC1001163	849.00*			101 140 4140	150	1010
	01/09/19	WC INS- WC1001163	82.00*			101 111 4111	150	1010
	01/09/19	WC INS- WC1001163	65.00			290 650 4650	150	1010
	01/09/19	WC INS- WC1001163	267.00*			101 194 4194	150	1010
	01/09/19	WC INS- WC1001163	37,349.00*			101 210 4210	150	1010

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		01/09/19 WC INS- WC1001163	335.00*			101 210 4210	150	1010
		01/09/19 WC INS- WC1001163	217.00*			101 210 4210	150	1010
		01/09/19 WC INS- WC1001163	16,318.00*			101 220 4220	150	1010
		01/09/19 WC INS- WC1001163	45.00*			101 220 4220	150	1010
		01/09/19 WC INS- WC1001163	93.00*			101 220 4220	150	1010
		01/09/19 WC INS- WC1001163	11,034.00*			101 310 4310	150	1010
		01/09/19 WC INS- WC1001163	1,081.00*			101 312 4312	150	1010
		01/09/19 WC INS- WC1001163	10,816.00*			101 522 4522	150	1010
		01/09/19 WC INS- WC1001163	9,356.00*			101 514 4514	150	1010
		01/09/19 WC INS- WC1001163	4,417.00*			606 516 4516	150	1010
		01/09/19 WC INS- WC1001163	619.00*			211 550 4550	150	1010
		01/09/19 WC INS- WC1001163	1,584.00*			211 550 4550	150	1010
		01/09/19 WC INS- WC1001163	3,187.00*			601 943 4943	150	1010
		01/09/19 WC INS- WC1001163	501.00*			601 943 4943	150	1010
		01/09/19 WC INS- WC1001163	2,114.00			602 948 4948	150	1010
		01/09/19 WC INS- WC1001163	8,255.00*			602 947 4947	150	1010
		01/09/19 WC INS- WC1001163	400.00			602 948 4948	150	1010
		01/09/19 WC INS- WC1001163	10,423.00			604 957 4957	150	1010
		01/09/19 WC INS- WC1001163	969.00			604 957 4957	150	1010
		01/09/19 WC INS- WC1001163	183.00			604 957 4957	150	1010
		01/09/19 WC INS- WC1001163	3,467.00			605 964 4964	150	1010
		01/09/19 WC INS- WC1001163	128.00			605 964 4964	150	1010
		01/09/19 WC INS- WC1001163	5,800.00*			609 976 4976	150	1010
		01/09/19 WC INS- WC1001163	17.00*			609 976 4976	150	1010
		01/09/19 WC INS- WC1001163	281.00			875 210 4210	150	1010
		01/09/19 WC INS- WC1001163	838.00*			610 984 4984	150	1010
		Total for Vendor:	131,171.00					
30507		5239 BREAKTHRU BEVERAGE MN WINE &	1,054.59					
		1080910406 01/02/19 Liquor	700.09			609 975 4975	251	1010
		1080910406 01/02/19 Wine	336.00			609 975 4975	251	1010
		1080910406 01/02/19 Freight	18.50			609 975 4975	335	1010
		Total for Vendor:	1,054.59					

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30487		5020 BREMER BANK	108,578.75			386 710 4710	601	1010
		2014A G.O. Equip-Prin	101,000.00*			386 710 4710	611	1010
		2014A G.O. Equip-Int	7,578.75*					
		Total for Vendor:	108,578.75					
30488		5514 CEDA	10,588.75			290 650 4650	444	1010
		01/01/19 1st QTR 2019-EDA SERVICES	10,588.75					
		Total for Vendor:	10,588.75					
		*** Claim from another period (12/18) ****						
30479		30 CMS OF ROCHESTER	66.36			606 516 4516	430	1010
		12/24/18 Arena Review-trailer	66.36					
		*** Claim from another period (12/18) ****						
30516		30 CMS OF ROCHESTER	2,321.53			101 240 4240	331	1010
		18-1216 12/31/18 KA BLDG-MILEAGE	181.44			101 240 4240	444	1010
		18-1216 12/31/18 KA BLDG-INSPECTION FEES	2,140.09					
		Total for Vendor:	2,387.89					
		*** Claim from another period (12/18) ****						
30489		3404 COMMISSIONER OF REVENUE	250.00			101 522 4522	430	1010
		01/01/19 State Deed for Tax Forfeit Pro	250.00					
		Total for Vendor:	250.00					
30490		2381 CUSTOM COMMUNICATIONS INC	73.59			606 516 4516	444	1010
		414468 12/12/18 Alarm Monitor 1/1 - 3/31	73.59*					
		Total for Vendor:	73.59					
		*** Claim from another period (12/18) ****						
30480		4564 DATA SMART COMPUTERS INC	266.83			211 550 4550	570	1010
		58941 12/14/18 2 HP Pro Display Monitors	266.83					
		Total for Vendor:	266.83					
30491		248 DODGE CENTER AMBULANCE SERVICE	5,000.00			101 417 4417	430	1010
		2019 Training Donation	5,000.00					
		Total for Vendor:	5,000.00					

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30492		187 DODGE COUNTY	30,809.00					
		2019 Assessment Agreement	30,809.00			101 155 4155	305	1010
		Total for Vendor:	30,809.00					
		*** Claim from another period (12/18) ****						
30509		17 EDGAR TRUCKING	765.73					
	24499 12/05/18	Freight	206.77			609 975 4975	335	1010
	24512 12/12/18	Freight	239.89			609 975 4975	335	1010
	24529 12/19/18	Freight	106.95			609 975 4975	335	1010
	24547 12/28/18	Freight	212.12			609 975 4975	335	1010
		Total for Vendor:	765.73					
		*** Claim from another period (12/18) ****						
30510		21 ERDMAN'S SUPERMARKETS INC	192.23					
	66409 12/20/18	Pop for Resale	186.26			609 975 4975	254	1010
	11/16/18	Pop for Resale	5.97			609 975 4975	254	1010
		Total for Vendor:	192.23					
30493		5820 Government Brands Shared	700.00					
	44095 12/18/18	Website Hosting	116.67			101 140 4140	325	1010
	44095 12/18/18	Website Hosting	116.67			290 650 4650	325	1010
	44095 12/18/18	Website Hosting	116.67			601 944 4944	325	1010
	44095 12/18/18	Website Hosting	116.67			602 949 4949	325	1010
	44095 12/18/18	Website Hosting	116.66			604 959 4959	325	1010
	44095 12/18/18	Website Hosting	116.66			605 963 4963	325	1010
		Total for Vendor:	700.00					
30494		5064 HOMETOWN HAULERS LLC	1,072.45					
	44130 01/01/19	Garbage-CH	28.59			101 323 4323	430	1010
	44130 01/01/19	Garbage-Library	46.59			101 323 4323	430	1010
	44130 01/01/19	Garbage-WWTP	139.06			602 947 4947	430	1010
	44130 01/01/19	Garbage-Shop	179.91			101 323 4323	430	1010
	44130 01/01/19	Garbage-FD	69.45			101 323 4323	430	1010
	44130 01/01/19	Garbage-LS	50.47			101 323 4323	430	1010
	44130 01/01/19	Garbage-Parks	430.97			101 323 4323	430	1010
	44130 01/01/19	Garbage-PD	30.06			101 323 4323	430	1010
	44130 01/01/19	Garbage-Arena	97.35			606 516 4516	430	1010
		Total for Vendor:	1,072.45					

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30495		43 KASSON CHAMBER OF COMMERCE	75.00			290 650 4650	334	1010
	00212	12/17/18 '19 City Membership	75.00					
		Total for Vendor:	75.00					
		*** Claim from another period (12/18) ****						
30517		35 KASSON HARDWARE HANK	5.49			211 550 4550	210	1010
	290915	11/21/18 Plugs,suppleis	5.49					
		Total for Vendor:	5.49					
30496		2739 KASSON-MANTORVILLE RECREATIONA	15,000.00			101 517 4517	444	1010
		2019 Annual Contribution	10,000.00			101 517 4517	444	1010
		Extra for Ballfield Lights	5,000.00					
		Total for Vendor:	15,000.00					
30506		5673 KM ACTIVITIES	750.00			609 976 4976	343	1010
		KM Robotics sponsorship	750.00					
		Total for Vendor:	750.00					
		*** Claim from another period (12/18) ****						
30481		37 KMTELECOM	2,993.06			101 210 4210	321	1010
		Phones-PD	735.83			101 220 4220	321	1010
		Phones-FD	183.28			101 140 4140	321	1010
		Phones-CH	572.87			101 140 4140	343	1010
		Yellow Pages Ad	15.40			101 191 4191	321	1010
		Phones-P&Z	21.40			290 650 4650	321	1010
		Phones-EDA	29.98			101 514 4514	321	1010
		Phones-KAC	70.01			211 550 4550	321	1010
		Phones-Library	132.92			601 944 4944	321	1010
		Phones-Water	110.55			602 949 4949	321	1010
		Phones-Sewer	68.38			602 947 4947	321	1010
		Phones-WWTP Plant	123.56			101 510 4510	321	1010
		Phones-Park	226.12			101 310 4310	321	1010
		Phones-Strts	35.78			604 959 4959	321	1010
		Phones-Shop	309.08			609 976 4976	321	1010
		Phones-LS	150.10			606 516 4516	321	1010
		Phones-Arena	193.75			606 516 4516	343	1010
		Advertising -Arena	14.05					
		Total for Vendor:	2,993.06					

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*** Claim from another period (12/18) ****								
30482		3411 KWIK TRIP INC	20,898.49			604 959 4959	429	1010
		Commercial CIP Rebate	20,898.49					
		Total for Vendor:	20,898.49					
*** Claim from another period (12/18) ****								
30512		5529 MANPOWER	398.52			101 140 4140	444	1010
		33495983 12/30/18 Wages 12/27 to 12/30	79.71			101 191 4191	444	1010
		33495983 12/30/18 Wages 12/27 to 12/30	59.78			601 944 4944	444	1010
		33495983 12/30/18 Wages 12/27 to 12/30	59.78			602 949 4949	444	1010
		33495983 12/30/18 Wages 12/27 to 12/30	59.78			604 959 4959	444	1010
		33495983 12/30/18 Wages 12/27 to 12/30	119.54			605 964 4964	444	1010
		33495983 12/30/18 Wages 12/27 to 12/30	19.93					
		Total for Vendor:	398.52					
30497		3487 MCFOA-REGION VI	20.00			101 140 4140	333	1010
		Rappe-Reg Mtg-Registration	20.00					
		Total for Vendor:	20.00					
30498		89 METRO SALES INC	1,690.35			101 140 4140	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W 12/26-3/25	31.18			101 310 4310	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W 12/26-3/25	31.17			101 191 4191	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W 12/26-3/25	31.17			101 517 4517	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W 12/26-3/25	31.18			290 650 4650	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W 12/26-3/25	31.18			601 944 4944	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W 12/26-3/25	31.18			602 949 4949	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W 12/26-3/25	31.18			604 959 4959	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W 12/26-3/25	31.18			605 963 4963	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W 12/26-3/25	31.18			604 959 4959	210	1010
		Inv1235670 12/20/18 ST Qtrly Mnt-B&W 12/26-3/2	2.14			604 2025		1010
		Inv1235670 12/20/18 S.T.	-2.14			101 210 4210	210	1010
		Inv1235670 12/20/18 Qtrly Maint-Clr-PD	238.69			101 220 4220	210	1010
		Inv1235670 12/20/18 Qtrly Maint-Clr-FD	185.09			601 944 4944	210	1010
		Inv1235670 12/20/18 Qtry Maint-B&W FWB 12/26-3	13.20			602 949 4949	210	1010
		Inv1235670 12/20/18 Qtry Maint-B&W FWB 12/26-3	13.20			604 959 4959	210	1010
		Inv1235670 12/20/18 Qtry Maint-B&W FWB 12/26-3	26.40			605 963 4963	210	1010
		Inv1235670 12/20/18 Qtry Maint-B&W FWB 12/26-3	13.20			604 959 4959	210	1010
		Inv1235670 12/20/18 ST Qtry Mnt-B&W FWB 12/26-	1.82					

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CITY OF KASSON  
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\* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		Inv1235670 12/20/18 ST Qtrly Mnt-B&W FWB 12/26-	-1.82			604 2025		1010
		Inv1235670 12/20/18 Qtrly Maint-CLR FWB 12/26-	8.63			601 944 4944	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR FWB 12/26-	8.63			602 949 4949	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR FWB 12/26-	17.25			604 959 4959	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR FWB 12/26-	8.63			605 963 4963	210	1010
		Inv1235670 12/20/18 ST Qtrly Mnt-CLR FWB12/26-	1.19			604 2025		1010
		Inv1235670 12/20/18 ST Qtrly Mnt-CLR FWB12/26-	-1.19			101 140 4140	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR 12/26-3/25	94.49			101 310 4310	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR 12/26-3/25	94.50			101 191 4191	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR 12/26-3/25	94.50			101 517 4517	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR 12/26-3/25	94.49			290 650 4650	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR 12/26-3/25	94.49			601 944 4944	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR 12/26-3/25	94.49			602 949 4949	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR 12/26-3/25	94.49			604 959 4959	210	1010
		Inv1235670 12/20/18 Qtrly Maint-CLR 12/26-3/25	94.49			605 963 4963	210	1010
		Inv1235670 12/20/18 ST Qtrly Mnt-CLR 12/26-3/2	6.50			604 2025		1010
		Inv1235670 12/20/18 ST Qtrly Mnt-CLR 12/26-3/2	-6.50			101 210 4210	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W PD 12/26-3	8.05			101 220 4220	210	1010
		Inv1235670 12/20/18 Qtrly Maint-B&W FD 12/26-3	18.35					
		Total for Vendor:	1,690.35					
30499		2454 MN PUBLIC FACILITIES AUTHORITY	44,752.33			602 710 4710	611	1010
	2001A Interest		23,209.20			602 710 4710	611	1010
	2011A Interest		6,532.11			602 710 4710	611	1010
	2018A Interest		15,011.02					
		Total for Vendor:	44,752.33					
30500		5821 MRPA	300.00			101 510 4510	334	1010
	'19 Membership Dues-Unger		300.00					
		Total for Vendor:	300.00					
30501		4775 MSFDA	264.00			101 220 4220	334	1010
	'19 Membership Dues		264.00					
		Total for Vendor:	264.00					



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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
30502		152 NORTH RISK PARTNERS	4,500.00			101 140 4140	440	1010
	3051664	12/14/18 2019 Agency Fee	630.00			211 550 4550	440	1010
	3051664	12/14/18 2019 Agency Fee	270.00			290 650 4650	440	1010
	3051664	12/14/18 2019 Agency Fee	270.00			601 944 4944	440	1010
	3051664	12/14/18 2019 Agency Fee	540.00			602 947 4947	440	1010
	3051664	12/14/18 2019 Agency Fee	470.00			602 949 4949	440	1010
	3051664	12/14/18 2019 Agency Fee	70.00			604 959 4959	440	1010
	3051664	12/14/18 2019 Agency Fee	630.00			605 964 4964	440	1010
	3051664	12/14/18 2019 Agency Fee	540.00			101 527 4527	440	1010
	3051664	12/14/18 2019 Agency Fee	270.00			609 976 4976	440	1010
	3051664	12/14/18 2019 Agency Fee	540.00*			610 984 4984	440	1010
	3051664	12/14/18 2019 Agency Fee	270.00					
		Total for Vendor:	4,500.00					
30503		E 2678 NORTHLAND TRUST SERVICES INC	1444,437.50			601 710 4710	601	1010
	KASS11A	12/13/18 2011A GO Refunding Prin	90,000.00*			601 710 4710	611	1010
	KASS11A	12/13/18 2011A GO Refunding Int	3,242.65			601 710 4710	620	1010
	KASS11A	12/13/18 2011A GO Refunding Pay Agent	247.50*			384 710 4710	601	1010
	KASS11A	12/13/18 2011A GO Refunding Prin	90,000.00*			384 710 4710	611	1010
	KASS11A	12/13/18 2011A GO Refunding Int	1,167.35*			384 710 4710	620	1010
	KASS11A	12/13/18 2011A GO Refunding Pay Agent	247.50*			382 710 4710	601	1010
	KASS12A	12/13/18 2012A GO Strt Util Prin	68,530.00*			382 710 4710	611	1010
	KASS12A	12/13/18 2012A GO Strt Util Int	3,010.41*			605 710 4710	601	1010
	KASS12A	12/13/18 2012A GO Strt Util Prin	27,874.00*			605 710 4710	611	1010
	KASS12A	12/13/18 2012A GO Strt Util Int	1,224.47			601 710 4710	601	1010
	KASS12A	12/13/18 2012A GO Strt Util Prin	38,598.00*			601 710 4710	611	1010
	KASS12A	12/13/18 2012A GO Strt Util Int	1,695.56			602 710 4710	601	1010
	KASS12A	12/13/18 2012A GO Strt Util Prin	4,998.00			602 710 4710	611	1010
	KASS12A	12/13/18 2012A GO Strt Util Int	219.56			385 710 4710	601	1010
	KASS13A	12/13/18 2013A GO Aq Ctr- Prin	175,000.00*			385 710 4710	611	1010
	KASS13A	12/13/18 2013A GO Aq Ctr- Int	21,187.50*			385 710 4710	620	1010
	KASS13A	12/13/18 2013A GO Aq Ctr- Pay Agent	495.00*			391 710 4710	601	1010
	KASS14B	12/13/18 2014B GO TIF-Prin	30,000.00*			391 710 4710	611	1010
	KASS14B	12/13/18 2014B GO TIF-Int	37,037.50*			389 710 4710	601	1010
	KASS14C	12/13/18 2014C GO IMPROV-Prin	25,000.00*			389 710 4710	611	1010
	KASS14C	12/13/18 2014C GO IMPROV-Int	5,175.00*					

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
		KASS15A 12/13/18 2015A GO Refunding Prin	138,495.38*			392 710 4710	601	1010
		KASS15A 12/13/18 2015A GO Refunding Int	11,674.73*			392 710 4710	611	1010
		KASS15A 12/13/18 2015A GO Refunding Prin	58,140.38*			601 710 4710	601	1010
		KASS15A 12/13/18 2015A GO Refunding Int	4,901.05			601 710 4710	611	1010
		KASS15A 12/13/18 2015A GO Refunding Prin	55,586.33			602 710 4710	601	1010
		KASS15A 12/13/18 2015A GO Refunding Int	4,685.75			602 710 4710	611	1010
		KASS15A 12/13/18 2015A GO Refunding Prin	45,190.84			604 710 4710	601	1010
		KASS15A 12/13/18 2015A GO Refunding Int	3,809.45			604 710 4710	611	1010
		KASS15A 12/13/18 2015A GO Refunding Prin	22,587.07*			605 710 4710	601	1010
		KASS15A 12/13/18 2015A GO Refunding Int	1,904.02			605 710 4710	611	1010
		KASS17A 12/13/18 2017A GO Improv & Util Prin	219,225.00*			393 710 4710	601	1010
		KASS17A 12/13/18 2017A GO Improv & Util Int	43,019.44*			393 710 4710	611	1010
		KASS17A 12/13/18 2017A GO Improv & Util Prin	67,545.00*			601 710 4710	601	1010
		KASS17A 12/13/18 2017A GO Improv & Util Int	13,254.64			601 710 4710	611	1010
		KASS17A 12/13/18 2017A GO Improv & Util Prin	44,240.00			602 710 4710	601	1010
		KASS17A 12/13/18 2017A GO Improv & Util Int	8,681.39			602 710 4710	611	1010
		KASS17A 12/13/18 2017A GO Improv & Util Prin	63,990.00*			605 710 4710	601	1010
		KASS17A 12/13/18 2017A GO Improv & Util Int	12,557.03			605 710 4710	611	1010
		Total for Vendor:	1444,437.50					
		*** Claim from another period (12/18) ****						
30511		63 SCHOTT DIST CO INC	17,450.05					
		337553 12/20/18 Beer	11,229.80			609 975 4975	252	1010
		337553 12/20/18 NA Beverage	144.90			609 975 4975	254	1010
		337554 12/20/18 Beer	28.15			609 975 4975	252	1010
		338270 12/28/18 Beer	5,734.45			609 975 4975	252	1010
		338270 12/28/18 NA Beverage	312.75			609 975 4975	254	1010
		Total for Vendor:	17,450.05					
		*** Claim from another period (12/18) ****						
30483		2006 SEMCAC	4,467.61					
		CIP-3 frzers,2 Fridge, 1 washr	4,467.61			604 959 4959	429	1010
		Total for Vendor:	4,467.61					
30504		2000 SPORTS TURF MANAGERS ASSOC	130.00					
		11/14/18 '19 Dues-Unger	130.00			101 517 4517	334	1010
		Total for Vendor:	130.00					

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CITY OF KASSON  
Claim Approval List  
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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Claim from another period (12/18) ****								
30484		3689 SUPERIOR MECHANICAL	192.00					
	101605	12/19/18 Htg System	192.00			211 550 4550	400	1010
		Total for Vendor:	192.00					
*** Claim from another period (12/18) ****								
30505		4556 U.S. HIGHWAY 14 PARTNERSHIP	1,000.00					
		'19 Membership Dues	1,000.00			101 111 4111	334	1010
		Total for Vendor:	1,000.00					
*** Claim from another period (12/18) ****								
30513		637 WEBER, LETH & WOESSNER PLC	2,032.00					
	12/31/18	17.6 HRS LEGAL-PD	2,032.00			101 160 4160	304	1010
		Total for Vendor:	2,032.00					
*** Claim from another period (12/18) ****								
30485		5818 WEX Bank	69.15					
	57103116	12/23/18 31.83 Gal UL	69.15			101 210 4210	210	1010
		Total for Vendor:	69.15					
*** Claim from another period (12/18) ****								
30514		5182 WHKS & CO.	25,818.50					
	38621	12/31/18 Bigelow Vgt Engin Review & Con	75.00			101 1151		1010
	38621	12/31/18 Casey's Site Plan Review	210.00			101 1151		1010
	38621	12/31/18 2017 Street Assessment Project	20,000.00			423 311 4311	303 41602	1010
	38623	12/31/18 2017 Storm Proj- Main St	659.00			605 1650	41605	1010
	38624	12/31/18 ADA Transition Plan	315.00			101 317 4317	303	1010
	38624	12/31/18 GIS Basemap Updates	1,152.00			101 196 4196	303	1010
	38624	12/31/18 MNDOT State Aid Meetings	105.00			101 311 4311	303	1010
	38624	12/31/18 2018 Street Maint Project	315.00			101 311 4311	303	1010
	38624	12/31/18 2018 Sidewalk Improv Project	735.00			101 317 4317	303	1010
	38624	12/31/18 Watertower	367.50			601 944 4944	303	1010
	38624	12/31/18 Hwy 57 Improvements	525.00			424 196 4196	303	1010
	38624	12/31/18 16th Street Extention	855.00			426 196 4196	303	1010
	38624	12/31/18 Library Parking Lot	505.00			211 550 4550	303	1010
		Total for Vendor:	25,818.50					
		# of Claims	43	Total:	1881,474.36			
		Total Electronic Claims			1444,437.50			
		Total Non-Electronic Claims			437036.86			

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CITY OF KASSON  
Fund Summary for Claims  
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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$153,748.16
211 Library Fund	
1010 CASH-OPERATING	\$3,756.02
290 Economic Development	
1010 CASH-OPERATING	\$11,271.07
382 16th St NE	
1010 CASH-OPERATING	\$71,540.41
384 GO Refunding 2011A	
1010 CASH-OPERATING	\$91,414.85
385 Aquatic Center	
1010 CASH-OPERATING	\$196,682.50
386 Fire Truck and Equipment	
1010 CASH-OPERATING	\$108,578.75
389 Oppidan Assessment	
1010 CASH-OPERATING	\$30,175.00
391 Oppidan/Folkestad TIF	
1010 CASH-OPERATING	\$67,037.50
392 GO Refunding 2015A	
1010 CASH-OPERATING	\$150,170.11
393 2017 Street Assessment Project	
1010 CASH-OPERATING	\$262,244.44
423 3rd,4th 5th Av 2017 Street Assessment	
1010 CASH-OPERATING	\$20,000.00
424 Hwy 57	
1010 CASH-OPERATING	\$525.00
426 16th St NW	
1010 CASH-OPERATING	\$855.00
601 Water Fund	
1010 CASH-OPERATING	\$282,654.78
602 Sewer Fund	
1010 CASH-OPERATING	\$175,127.31
604 Electric Fund	
1010 CASH-OPERATING	\$87,285.99
605 Storm Water	
1010 CASH-OPERATING	\$135,214.68
606 ICE ARENA	
1010 CASH-OPERATING	\$4,862.10
609 Liquor Fund	
1010 CASH-OPERATING	\$26,941.69
610 Maple Grove Cemetery	
1010 CASH-OPERATING	\$1,108.00
875 Community Policing Fund	
1010 CASH-OPERATING	\$281.00
Total:	\$1,881,474.36

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CITY OF KASSON  
Claim Approval Signature Page  
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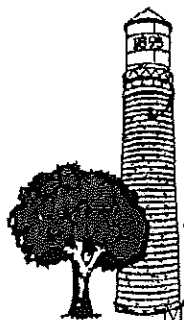
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CITY OF KASSON  
401 5TH STREET SE  
KASSON, MN 55944-2204

The claim batch dated \_\_\_\_\_ are approved for payment.

APPROVED \_\_\_\_\_ Council Member

\_\_\_\_\_ Council Member



TREE  
CITY  
USA

# CITY OF KASSON

401 FIFTH STREET SE  
KASSON, MINNESOTA 55944-2204  
PHONE: (507) 634-7071  
FAX: (507) 634-4737

MEMO

To: Mayor McKern and City Council Members

From: Nancy Zaworski

Date: January 4, 2019

Re: Uncollectible Account Write-off

---

After review of the Utility billing accounts, our Utility Billing Clerk has determined that the accounts attached, for various reasons, are deemed uncollectible and is requesting that the City Council approve them for write-off. See the attached list.

## COUNCIL ACTION REQUESTED:

Approve the write-off of the accounts deemed uncollectible.



AN EQUAL OPPORTUNITY EMPLOYER

# Utility Billing Accounts to Write off

Acct #	Name	Address	Amount	Reason
0106-05	Brett Vansant	302 Maint St W	141.98	Statute of Limitations
0222-03	Eric Focken	402 2nd Av SW	85.58	Statute of Limitations
0285-06	Jill Kanestadt	206 3rd Av NE	608.40	Statute of Limitations
0180-04	Klinger	407 Mantorville Av So	504.86	Bankruptcy
0377-01	Michelle Schaib	605 Mantorville Av No	71.00	Statute of Limitations
0947-01	Michelle Mays	512 Vet Mem W	296.39	Statute of Limitations
0965-04	Andrea Ibarra	544 Vet Mem	56.82	Statute of Limitations
1054-04	Jessica Piland	29 Sunset Av	372.75	Statute of Limitations
1340-03	Onnah Noland	300 6th St SW	74.35	Statute of Limitations
1346-06	Dustin Wyant	300 6th St SW	59.99	Statute of Limitations
1357-01	Brandy Deetz	300 6th St SW	184.29	Statute of Limitations
1366-01	Lonnie Kohn	300 6th St SW	54.48	Statute of Limitations
1370-02	Cesar Rios	300 6th St SW	52.78	Statute of Limitations
1403-02	Perry Senter	400 2nd St SW	106.06	Statute of Limitations
2042-02	Tiffany Vandal	1102 2nd Pl NW	705.18	Statute of Limitations
2204-01	Eileen Johnson	901 7th St NE	157.04	Statute of Limitations

**CITY OF KASSON  
RESOLUTION # 1.X-19**

**RESOLUTION AUTHORIZING INVESTMENT OF FUNDS AND DESIGNATION OF  
OFFICIAL DEPOSITORIES FOR THE CITY OF KASSON**

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

Authorization is hereby granted to the City Administrator and/or Finance Director to invest idle funds at his/her discretion in one, any, or all of the following designated depositories:

<u>Depository</u>	<u>Location</u>
Bremer Bank	Kasson (checks require 2 signatures)
Home Federal Bank	Kasson (checks require 2 signatures)
F & M Community Bank	Rochester
Smith Barney/Morgan Stanley	Minneapolis
Edward Jones	Byron
4M Fund	Minneapolis
RBC	Minneapolis
FTN Financial	Scottsdale, AZ
Multi-Bank Securities, Inc.	Pleasant Ridge, MI/Ft. Lauderdale, FL

**BE IT FURTHER RESOLVED**, that investments made by the above designated personnel shall be in conformance with guidelines set forth in the investment policy.

**ADOPTED** by the Council this 9<sup>th</sup> day of January, 2019.

**ATTEST:**

\_\_\_\_\_  
Chris McKern, Mayor

\_\_\_\_\_  
Linda Rappe, Clerk

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: \_\_\_\_\_. Those against same: \_\_\_\_\_.



## **KASSON PARK BOARD MINUTES**

### **DECEMBER 18, 2018 draft**

Pursuant to due call and notice thereof, a meeting of the Kasson Park Board was duly held at Kasson City Hall on the 18<sup>th</sup> day of December at 6:00 P.M.

**THE FOLLOWING PARK BOARD MEMBERS WERE PRESENT:** Chuck Coleman, Greg Kuball, Doug Buck, Liza Larsen, Janet Sinning and Roger Franke

**THE FOLLOWING WERE ABSENT:** Jason Farnsworth

**ALSO PRESENT:** Parks & Rec Supervisor Ron Unger and Deputy Clerk Jan Naig

**I. Call to Order:** The meeting was called to order at 6:00 P.M. by Chairperson Larsen.

**II. Approve minutes:** Motion by Kuball and second by Coleman, with all voting Aye, to approve the minutes of the November 2018 meeting.

#### **III. New Business:**

- A. Tree City USA.** Unger is finishing the application for Tree City USA designation. This is our 38<sup>th</sup> year of participation.
- B. E.A.B. Management plan 2019.** TruGreen will inject City trees again in May. Unger noted that 12 residents are injecting their trees under the 50%-50% cost share program. Several residents have not returned the cards indicating the plans for their ash trees. Another card will be left at the residence to give them another opportunity to decide what they will do about their boulevard ash trees. If no response is received, the City will mark and remove the boulevard ash trees. All of the cards that were returned asking for the City to remove their ash trees have been acted upon-around 80 ash trees have been removed.
- C. K.A.C. employees 2019.** Unger will conduct interviews for K.A.C. employment on December 26<sup>th</sup>, 27<sup>th</sup>, 28<sup>th</sup> and 31<sup>st</sup>. There are 29 candidates to interview. He is recommending that five supervisors are hired in 2019 rather than three supervisors and two head lifeguards. The head lifeguards have taken on the responsibilities of the supervisors. This would allow two on duty at all times. He was asked to determine how this works out financially before voting on the change. All employees will get a salary increase due to the increase in minimum wage in 2019.

Unger plans to set up a Supervisor Responsibility Sheet that will outline the expectations of the position. It will include: helping with scheduling, in-service training for all lifeguards, supervisors will teach

lessons, two planned lifesaving events each year, attendance numbers will be recorded for all shifts, make sure phones are updated before the season.

- D. Adult basketball league supervisor.** Unger has contacted several individuals about the supervisor position. No one has shown an interest in the position. Letters have been sent to team managers. If no one comes forward by December 28<sup>th</sup>, there will not be a league this year. The league should begin play on January 6<sup>th</sup>. Due to the lack of gym space at the school, there are only 6 or 7 weeks available for play this year.
- E. January 2019 meeting date.** Unger will be at a conference on the regular Park Board meeting date of January 15<sup>th</sup>. The Board changed the January meeting date to Tuesday, January 29<sup>th</sup>.

#### **IV. Old Business:**

- A. Christmas tree lighting update.** Sinning reported the event went over very well. It was live-streamed by the Dodge County Independent and KIMT News 3 also reported on the event. It is hoped that a tree lighting will become an annual event. Sinning and Larsen were thanked for the work they did for the event.
- B. Terms that expire in 2018: Franke.** Franke indicated he will serve another 3 year term.

Members of the Board expressed their appreciation for the work Councilperson Buck has done on the Board.

Coleman had some questions about the Lions Park shelter to take back to the Lions Club. Unger indicated in 2018 and in 2019 there will be a check from the Joint Ventures to the Lions Club that will be turned over to the City for the construction of the shelter. Coleman will contact Superintendent Matuska to get this clarified. There should be a check coming by year-end.

Kuball asked about graffiti that was painted on the skate park ramps in two spots on the east and north sides. Unger will check it out and see what needs to be done.

#### **V. Correspondence:** None

**VI. Adjourn:** Motion by Sinning and second by Coleman, with all voting Aye, to adjourn the meeting at 6:45 P.M.

---

Chairperson

---

Deputy Clerk

The next scheduled meeting will be January 29<sup>th</sup>.

**CITY OF KASSON  
RESOLUTION #1.X-19**

**RESOLUTION AUTHORIZING A PUBLIC HEARING  
ON THE 2019 CITY OF KASSON SMALL  
CITIES DEVELOPMENT PROGRAM APPLICATION**

**WHEREAS**, the City of Kasson is required to provide the general public the opportunity to voice their questions and concerns as it relates to the 2019 City of Kasson Small Cities Development Program Application, and

**WHEREAS**, the City of Kasson will hold a public hearing on the 2019 City of Kasson Small Cities Development Program Application.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KASSON** that a public hearing will be held on Wednesday, February 13, 2019 at 6:00 PM at the Kasson City Hall, 401 5<sup>th</sup> Street SE, Kasson, MN 55944.

Adopted by the City Council of the City of Kasson on this 9<sup>th</sup> day of January 2019.

---

Chris McKern, City of Kasson Mayor

Date

---

Theresa Coleman, City of Kasson Administrator

Date

The motion for 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: \_\_\_\_\_ Those against same: \_\_\_\_\_.

# Cash Flow Analysis

ID	Model Year	Description	Odometer	Annual mileage	VIN	Model	Replace with model	Budget need with Estimated maintenance	Current budget with Estimated maintenance	Enterprise budget with Estimated maintenance	Enterprise Replacement Year	Resale estimate at Replacement Year	Term		total of lease payments annually	estimated lease payments
13	2008	Police	112900	10,752	2G1WTS8N789153340	Chev Impala	durango v8 pd	\$ 31,000.00			2020	\$ 1,500.00	60	2020	\$ 45,695.00	\$ 545
20	2009	Police	122924	12,939	2FAHP71V39X126777	Ford crown vic	durango v6 pursuit	\$ 28,400.00			2020	\$ 1,000.00	60	Annual cash outlay	\$ 45,695.00	\$ 507
3	2006	Police	176900	14,152	1D7HU18286J108247	Dodge Ram Pickup	Durango SXT	\$ 24,300.00			2020	\$ 2,500.00	60	Trade equity	\$ 39,500.00	\$ 419
Waiting	2013	Police	128329	23,333	1FM5K8AR6DGC07108	Ford Police Interceptor 4 dr	Ford Interceptor (Hibbing)	\$ 28,500.00			2021	\$ 5,500.00	60	Total cash outlay	\$ 6,195.00	\$ 430
Just got	2003	Public Works	63894	4,122	1GCHK24U3E326390	Chev LD2500 Silverado	3/4 ton reg cab	\$ 25,100.00			2020	\$ 6,500.00	60			\$ 363
7	2005	Public Works	52161	3,854	1GCEK14Z5S2206576	Chev 1/2 T Silverado	1/2 Ton Pickup Ext 4x4	\$ 27,000.00			2020	\$ 6,000.00	60			\$ 408
8	2005	Public Works	64709	4,793	1GCEK1921S2205532	Chev 1/2 T Ext Cab Silverad	1/2 Ton Pickup Ext 4x4	\$ 27,000.00			2020	\$ 6,000.00	60			\$ 408
Just got	2001	Public Works	67932	3,882	1FTNF21L41E815715	Ford F-250	3/4 ton reg cab	\$ 25,100.00			2020	\$ 4,000.00	60			\$ 320
9	2005	Public Works	82721	6,127	1GCEK1925S2245063	Chev 1/2 T Silverado	1/2 Ton Pickup Ext 4x4	\$ 27,000.00			2020	\$ 6,500.00	60			\$ 408
Totals								\$ 252,400.00	\$ 128,275.00	\$ 54,695.00		\$ 39,500.00				\$ 3,808 \$ 45,695.00
12	2007	Police	110100	9,574	2GCEK132731182937	Chev Silverado PkUp	1/2 Ton Pickup Ext 4x4	\$ 27,000.00			2021	\$ 8,500.00	60	2020	\$ 45,695.00	\$ 400
14	2013	Police	128329	23,333	1FM5K8AR6DGC07108	Ford Police Interceptor 4 dr	Full Size SUV 4x4	\$ 32,000.00			2021	\$ 5,500.00	60	2021	\$ 36,180.00	\$ 365
15	2009	Public Works	54458	5,732	1GCHK44K39E133559	Chev Silverado 2500 PKUp	3/4 Ton Pickup Ext 4x4	\$ 30,000.00			2021	\$ 10,500.00	60	Annual cash outlay	\$ 81,876.00	\$ 500
16	2009	Public Works	42729	4,498	1GCEK1901921S2788	Chev Xcab Silverado	1/2 Ton Pickup Ext 4x4	\$ 27,000.00			2021	\$ 5,500.00	60	Trade equity	\$ 58,000.00	\$ 400
17	2007	Public Works	72249	6,283	1GCEK190372621098	Chev Ext Cab Silverado	1/2 Ton Pickup Ext 4x4	\$ 32,000.00			2021	\$ 8,500.00	60	Total cash outlay	\$ 23,876.00	\$ 400
18	2009	Public Works	40920	4,307	1GCHK74K99E135754	Chev 3500 Silverado PkUp	1 ton Reg Cab	\$ 32,000.00			2021	\$ 11,000.00	60			\$ 475
19	2007	Public Works	67187	5,842	1FTFX14V67F82345	Ford F150 PkUp	1/2 Ton Pickup Ext 4x4	\$ 27,000.00			2021	\$ 8,500.00	60			\$ 475
Totals								\$ 216,000.00	\$ 128,275.00	\$ 90,876.00		\$ 58,000.00				\$ 3,015 \$ 36,180.00
21	2013	Public Works	29587	5,452	1FD7X3F6XDEA81018	F350	1 Ton Excab utility box pickup	\$ 32,000.00			2022	\$ 24,000.00	60	2020	\$ 45,695.00	\$ 100
													2021	\$ 36,180.00	\$ 100	\$ 1,200.00
													2022	\$ 1,200.00		
													Annual cash outlay	\$ 83,076.00		
													Trade equity	\$ 24,000.00		
Totals								\$ 41,000.00	\$ 128,275.00	\$ 92,076.00		\$ 24,000.00		Total cash outlay	\$ 59,076.00	
22	2014	Police	41585	9,241	1FM5K8AR5EGC02631	Ford Interceptor	Ford Interceptor	\$ 32,000.00			2023	\$ 9,500.00	60	2020	\$ 45,695.00	\$ 350
23	2015	Fire Dept	3733	1,067	1G5S2GXC6F8270572	GMC Yukon	Full Size SUV 4x4	\$ 35,000.00			2023	\$ 25,000.00	60	2021	\$ 36,180.00	\$ 100
													2022	\$ 1,200.00	\$ 450	\$ 5,400.00
													2023	\$ 5,400.00		
													Annual cash outlay	\$ 88,476.00		
													Trade equity	\$ 34,500.00		
Totals								\$ 76,000.00	\$ 128,275.00	\$ 97,476.00		\$ 34,500.00		Total cash outlay	\$ 53,976.00	
24	2017	Police	7990	5,287	1FM5K8AR3HGE02766	Ford Explorer Interceptor	Mid size suv	\$ 32,000.00			2024	\$ 9,500.00	60	2020	\$ 45,695.00	\$ 350
													2021	\$ 36,180.00	\$ 4,200.00	
													2022	\$ 1,200.00		
													2023	\$ 5,400.00		
													2024	\$ 4,200.00		
Totals								\$ 41,000.00	\$ 128,275.00	\$ 101,676.00		\$ 9,500.00		Annual cash outlay	\$ 92,676.00	
													Trade equity	\$ 9,500.00		
													Total cash outlay	\$ 83,176.00		
								\$ 142,220.00	\$ 128,275.00	\$ 92,676.00		\$ 60,000.00				
														Annual cash outlay	\$ 92,676.00	
														Trade equity	\$ 9,500.00	
														Total cash outlay	\$ 83,176.00	
																</

\*Does not include patrol aftermarket outlf

\*\*Proof of concept, numbers will vary

\*\*\*Taxes not illustrated

\*Maintenance estimated at curret \$300 pv, pm

\*\*Fuel savings not illustrated

5 year cash outlay			
	\$ 626,400.00	\$ 641,375.00	\$ 436,800.00
trade equity	\$ 165,500.00	\$ 37,500.00	\$ 60,000.00
Total Budget	\$ 460,900.00	\$ 603,875.00	\$ 376,800.00
Savings vs paying cash	\$ 84,500.00		

payments	\$ 391,800.00
Trade equity	\$ 165,500.00
Total cash out lay	\$ 226,300.00

1	1997	Public Works	146079	6,794	1FTDX1897VNA81245	Ford PkUp	1/2 Ton Pickup Ext 4x4	\$ 27,000.00			2020	\$ 1,000.00	60
2	2002	City admin	217159	13,161	1GNEK13262251562	Chev Tahoe	Full Size SUV 4x4	\$ 35,000.00			2020	\$ 1,000.00	60
4	2004	fire dept	10094	696	1FTSW31S64EC79293	Ford F350 crew cab pkup	1 ton crw cab 4x4	\$ 35,000.00			2020	\$ 9,000.00	60
5	2003	fire dept	41109	2,652	1GCEK14T632277438	Chev 1/2 T Silverado	1/2 Ton Pickup Ext 4x4	\$ 27,000.00			2020	\$ 5,000.00	60
paid cash	2019	Public Works	0	0	2FTFX18VW32GASF7045	F250	F250 already bought	\$ 27,000.00			2020		60

# Long Term Power Supply

## Wind Products

Kasson

January 9, 2019



*Confidential – Trade Secret*

## CMPAS' Power Supply Situation

- CMPAS acts as your agent to secure power supply deals
- Since last fall, still a buyer's market
- Members have roughly 70% of portfolio cost hedged or fixed. CMPAS is asking our members if they'd like to get long-term insurance on ~10% more. Our ideas:
  - Option 1: “Do Nothing”
  - Option 2: Wind Purchased Power Agreement (PPA)
  - Option 3: Wind Shape Product
- Driven by economics (but could help state renewable compliance)

## Asking For Today

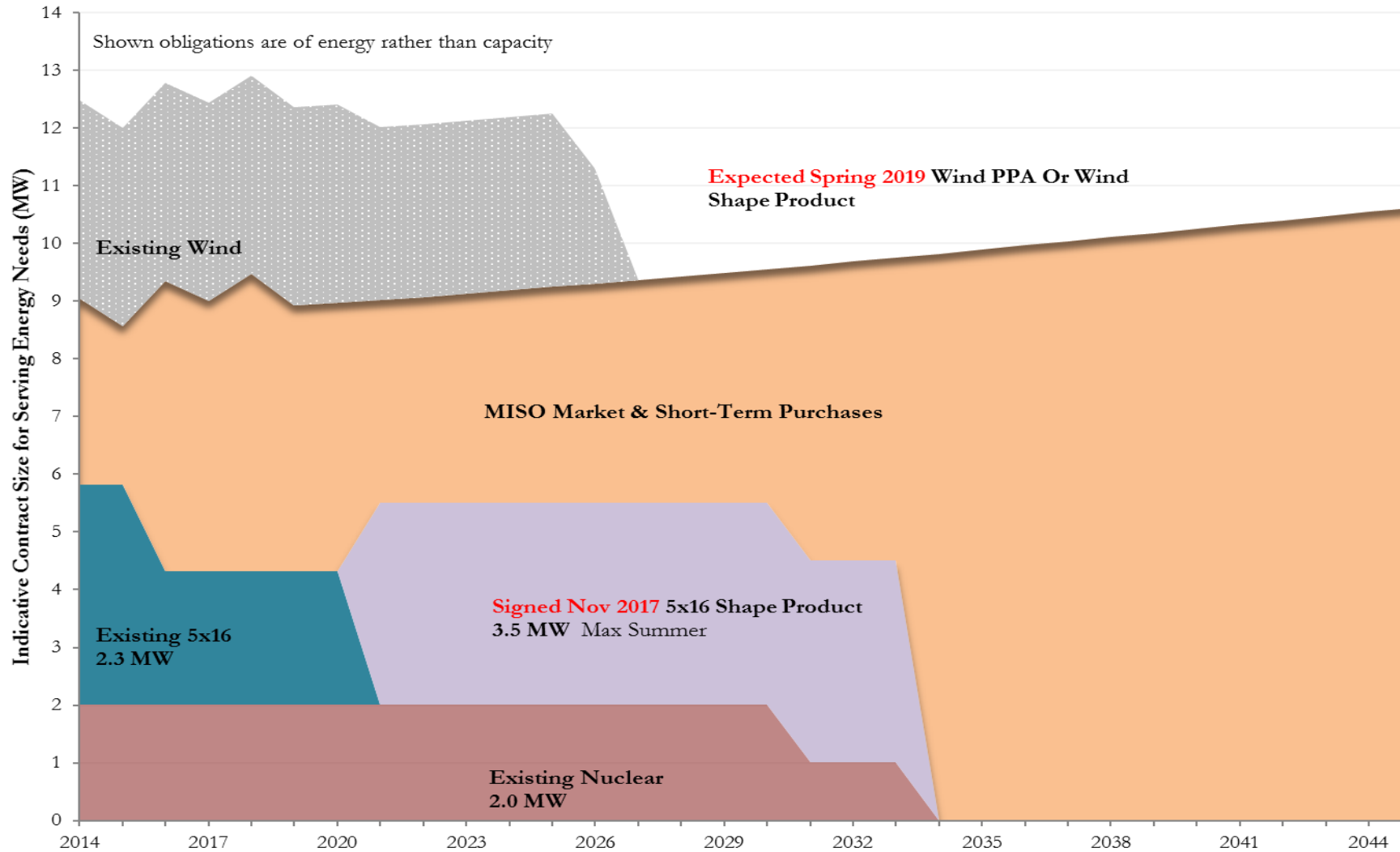
- CMPAS Board asked us in November to solicit interest from each member
- Counterparties asking for movement
- Today: **Just information**

Today's meeting is purely for information  
We will not ask for decisions before at least February,  
or execute until March



# Current Long-Term Portfolio

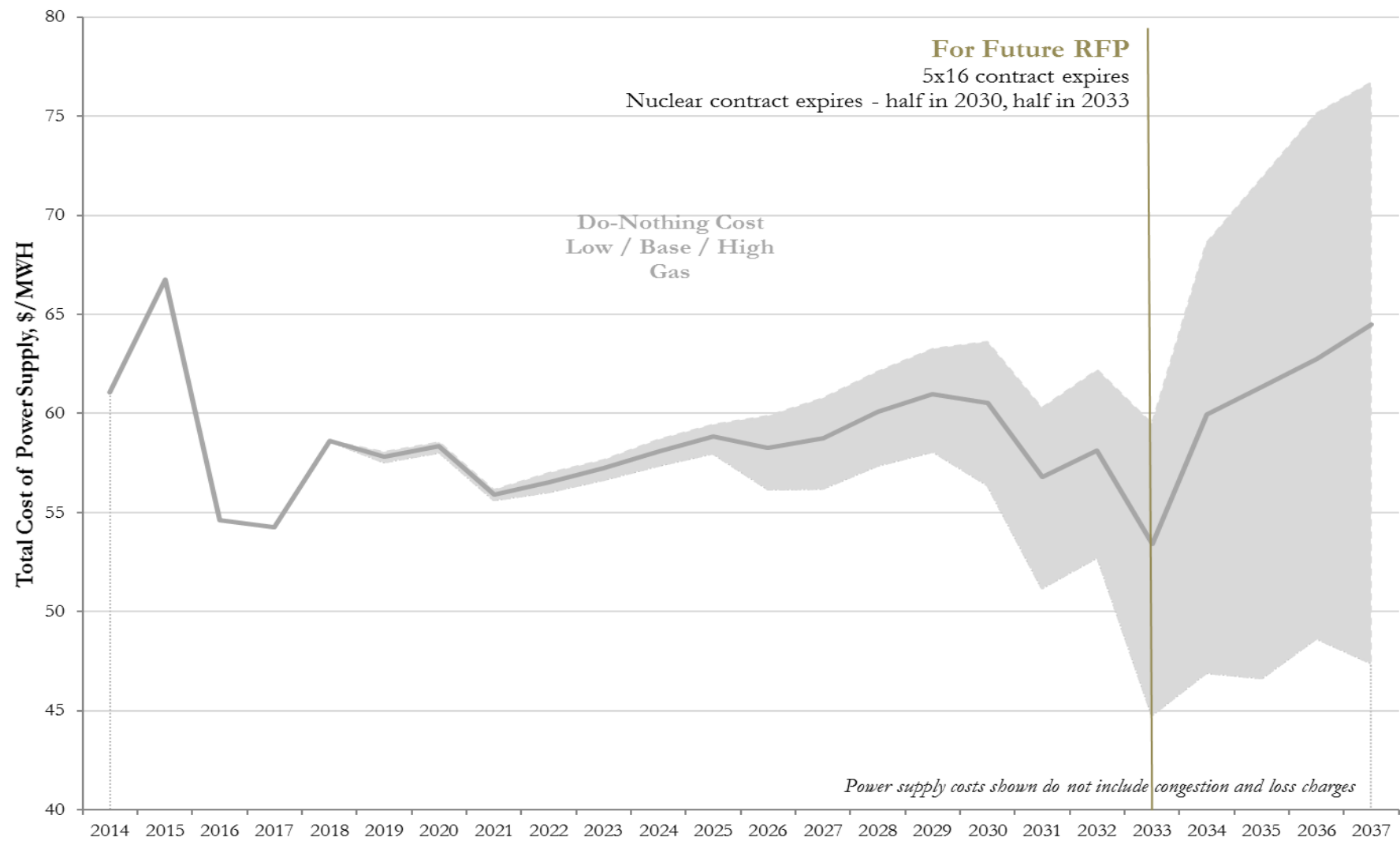
## Kasson Portfolio As of November 2018



Confidential – Trade Secret

# Option 1: Portfolio Cost Outlook for “Do Nothing”

Power Supply Cost Outlook Today for Kasson



## Option 2: Wind As A Gas Hedge

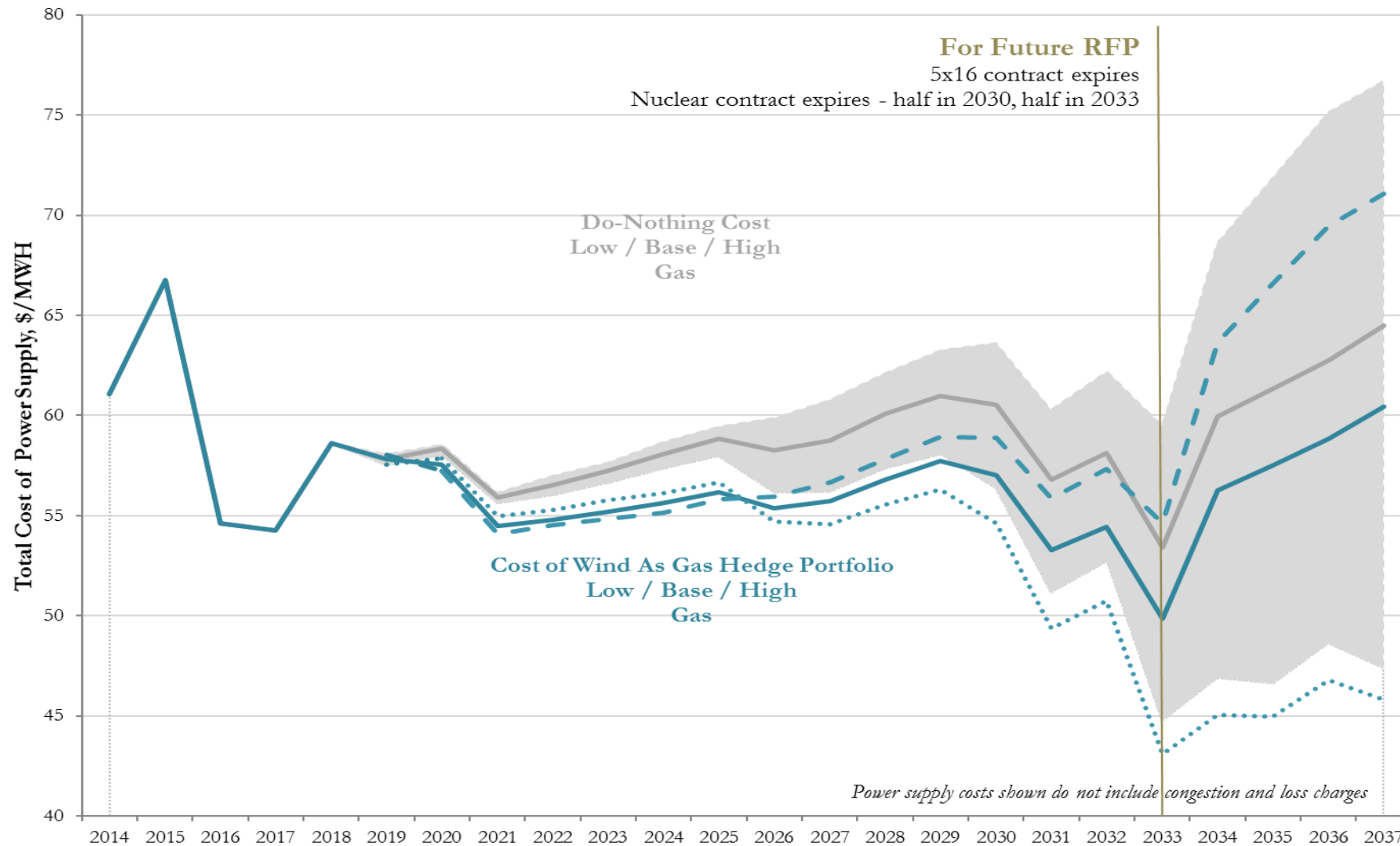
- **Selling wind into market makes a financial credit**
  - Purely economics
  - Already doing with current purchases
    - To small degree (we didn't realize)
  - Renewable compliance (or risk of regulations changing) is additional selling point
    - Agency has enough Renewable Energy Credits (RECs) thru 2028
      - Can extend sufficiency into 2030s
      - Side benefit, not the “why”
- **Financial credits offset market energy costs**
  - If sized correctly, offset fully
  - Hedges off-peak and shoulder needs purchased from market

## Option 2: Wind As A Gas Hedge

- **Market prices move with gas prices**
  - Sell wind into market. When market prices we have to pay rise, the revenue we get will offset
- **Rising renewable market share could lower revenue, but hard to quantify**
  - Data on congestion/curtailment comparable?
- **Recommended volume for Kasson: 1.6 MW**
  - New wind insures against off-peak energy raising rates on average\*
    - \*95% of time, assuming a similar gas market to today, 2020-2033
- **Indicative term 25 years**
  - 3 bidders

# Option 2: Portfolio Cost Outlook for Wind PPA

## Power Supply Costs for Wind As Gas Hedge Portfolio, Kasson



Confidential – Trade Secret

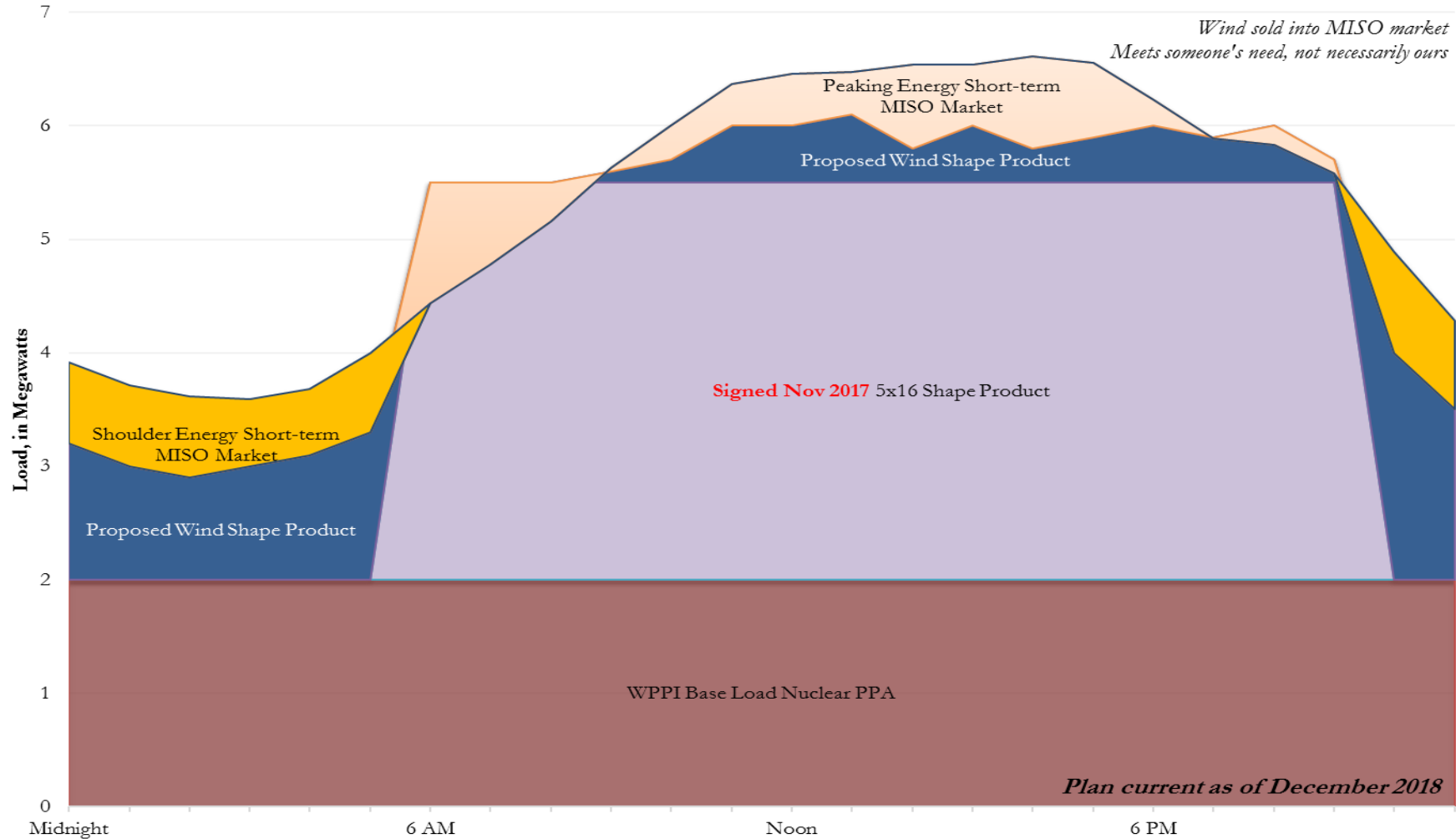
## Option 3: Wind Shape Product

- Fixed price and fixed dispatch agreed up-front
  - RECs also included (optional)
- **Middle man will reshape wind output and deliver to us**
  - Works almost same as current 5x16 contracts.
  - Biggest difference: **How much** and **when** you get power vary hour-by-hour. Every day one of four patterns:
    - Summer weekday
    - Summer weekend
    - Rest-of-year weekday
    - Rest-of-year weekend
- **Recommended volume for Kasson: 6,900 MWH/year (comparable size to wind)**
  - Volume chosen is low estimate of current hour-by-hour needs above existing contracts

# Option 3: How Wind Shape Would Fit

## Daily Dispatch of Proposed Kasson Contracts

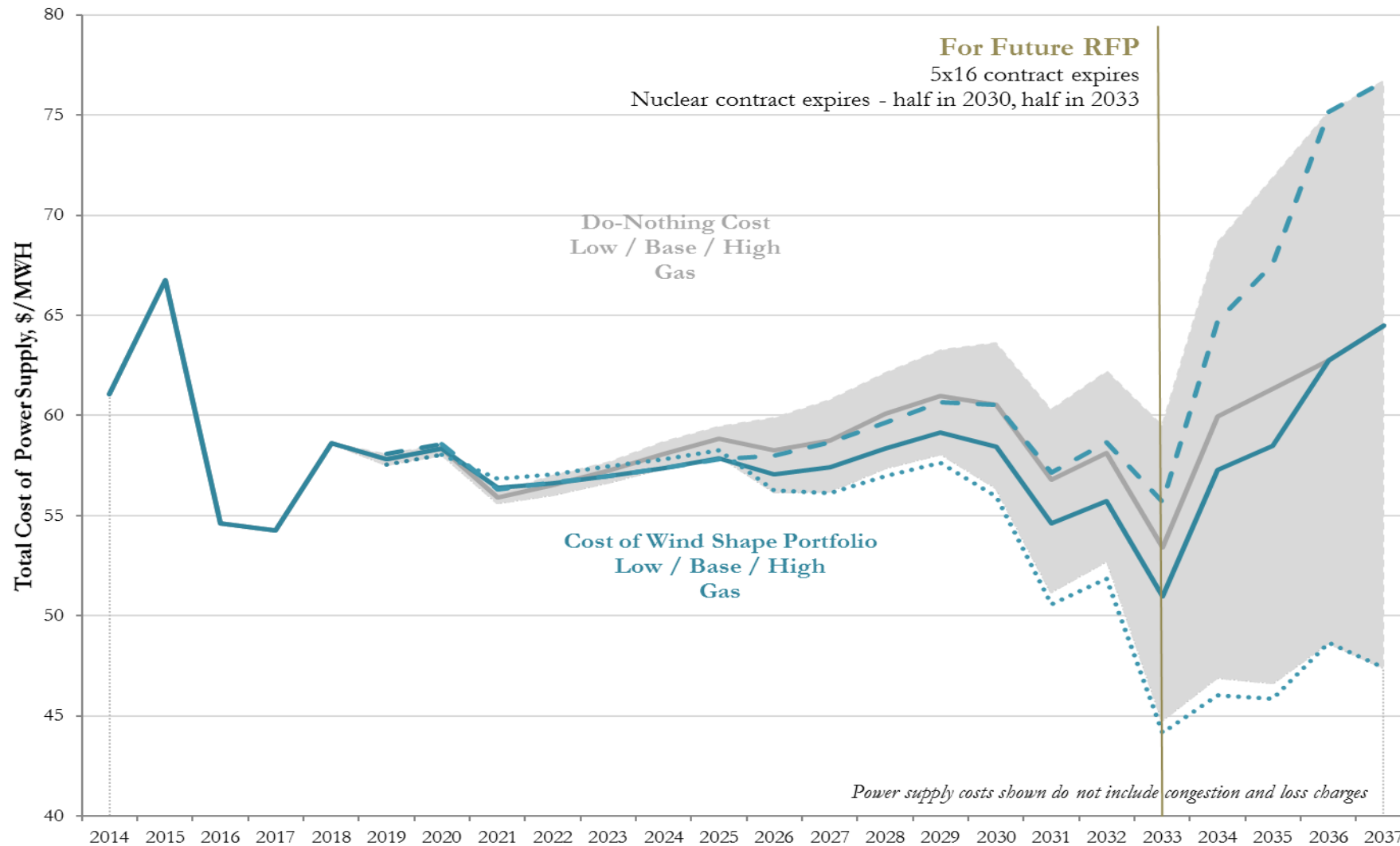
July 2025



Confidential – Trade Secret

# Option 3: Portfolio Cost Outlook For Wind Shape

## Power Supply Costs for Wind Shape Portfolio, Kasson



Confidential – Trade Secret



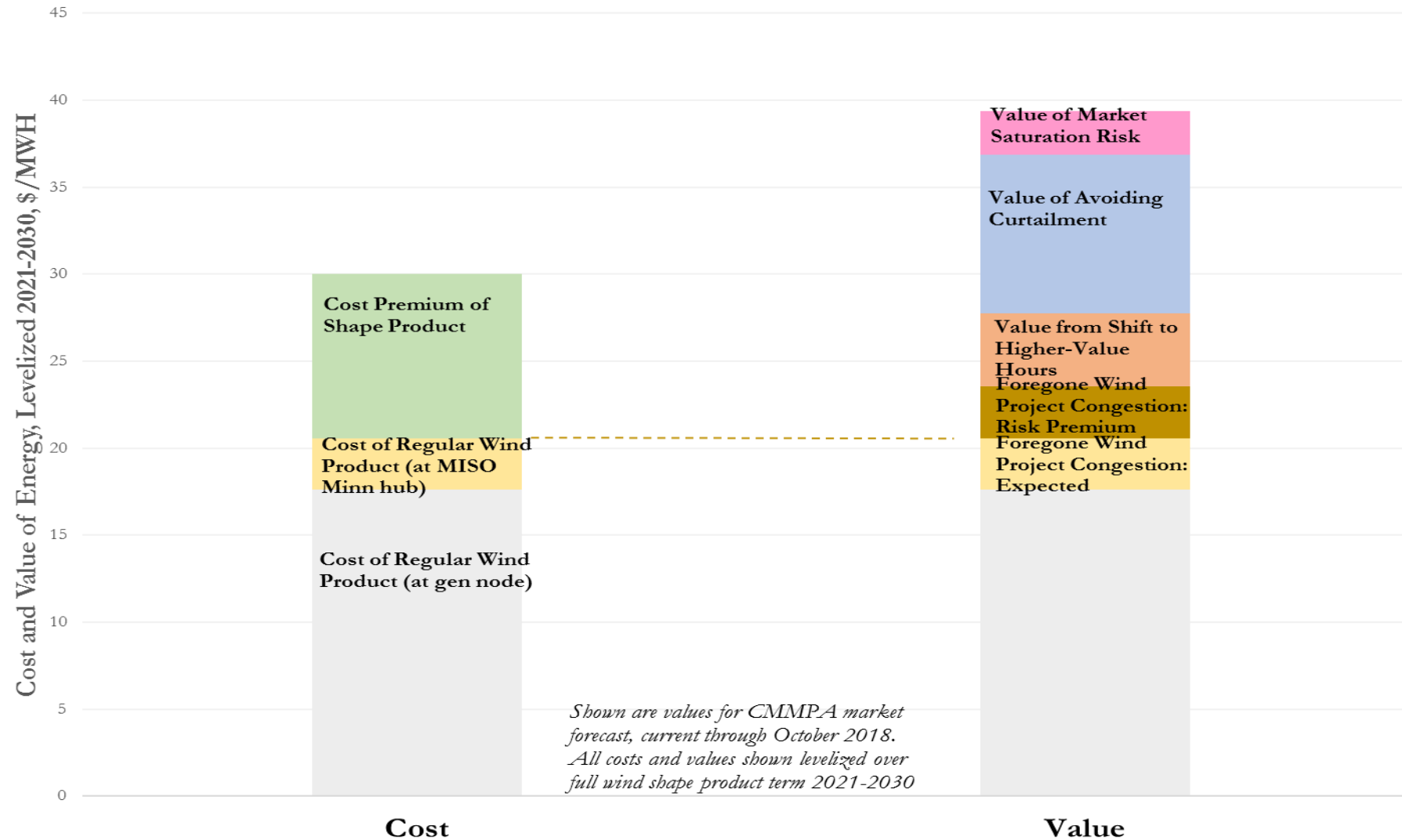
## Option 3: Confidential Information on Offers

- **Multiple offers**
  - Willing to pay for RECs? (~\$2.50/MWH)
  - 2 bidders, possibly 3
- **Contract price moves until execution with price of market**
  - Forward curve primary driver of shape pricing, market stable
- **Term length: 10-15 years, start Jan 2021**
- **More expensive and shorter. But as we'll see, lower risk**

## Option 3: Why Pay A Premium For Wind Shape?

- **Less risk. Renewable integration** may increase costs from:
  1. **Congestion:** Delivered to Minn Hub / SPP North Hub
    - Higher wind penetration means higher congestion
  2. **Curtailement:** late-2000s experience
  3. **Market Saturation:**
    - Like congestion risk, but at Hub/footprint level
    - More wind dispatching at same time will depress prices. Herd mentality
      - Difficult to quantify. Even sophisticated Leidos forecasts can't
- **Extra Value: Dispatch During More Valuable Hours**
  - Chosen to fit our shape, but also more valuable

# Option 3: Is The Wind Shape Worth It?



Risks Uncertain - but Renewable Trend Makes into Bigger Concerns

Confidential – Trade Secret

## Option 1, Option 2, Or Do Nothing?

Question of **Risk Tolerance**. Like Supplemental Insurance

To think over before next meeting: Which sounds to you like the best option?

1. No supplemental insurance
2. Standard supplemental insurance
3. “Gold Plan” supplemental insurance

## The Way Forward

- Please advise us on any more information you want to see
- We'll meet again in February to discuss further
- Let us know your opinions on options, sizing, and so on

Hoping to Execute End of Q1 2019

*Confidential – Trade Secret*



# **Agreement Between the City of Kasson and Semcac, Inc**

This Agreement dated the 9<sup>th</sup> day of January, 2019, is between Semcac and the City of Kasson, MN. Semcac and the City of Kasson agree that Semcac shall provide Conservation Improvement Program (CIP) services to eligible residents of the City of Kasson.

WHEREAS, Minnesota state law requires energy utilities to devote a portion of their operating revenues to fund projects that reduce the consumption of electricity, and,

WHEREAS, the City of Kasson wishes to comply with provisions of the state law and implement a conservation improvement program that focuses on weatherization assistance and consumer replacement of high energy use appliances with energy efficient appliances, and,

WHEREAS, Semcac performs energy conservation services that comply with the requirements of the City of Kasson and State of Minnesota rules and regulations.

NOW THEREFORE, BE IT RESOLVED THAT, Semcac agrees to provide conservation improvement program services for the City of Kasson as follows:

## **I. Scope of Work**

### **A. Introduction**

Semcac shall administer a conservation improvement program, on behalf of the City of Kasson, whereby through a predetermined, scientific process, selected residents of the City of Kasson shall receive weatherization assistance and energy efficient, replacement appliances to replace used appliances at least ten (10) years of age. All services shall be in compliance with Federal Regulation 10 CFR 440 and any other applicable local, state and federal laws, rules or regulations. Semcac warrants and represents to the City of Kasson that the services provided in this agreement shall be performed by qualified and competent personnel in accordance with industry practice and the high standards of care and practice appropriate to the nature of services rendered, and that the equipment supplied will meet the equipment and other specifications provided herein.

### **B. Compensation and Method of Payment**

The City of Kasson Public Utility shall provide funding to Semcac for the administration, implementation and documentation of this Conservation Improvement Program in the amount up to \$15,000.00 for calendar year 2019.

### **C. Administration**

The City of Kasson shall disburse funds to Semcac after a billing statement, complete with a description of services performed, administrative charges, equipment costs, recycling/disposal fees and all other applicable costs is presented to the City of Kasson for payment. Payment shall be made in the ordinary course of business by the City Council. Semcac warrants that administrative costs shall not exceed 10% of the services provided; that program costs shall not exceed the budgeted amount without the prior written approval of the City of Kasson; and that Semcac shall make an effort, where applicable and efficient, to work with a local distributor to obtain the best price and service for weatherization assistance and replacement appliances.

D. Consumer Selection and Participation

The order of ranking shall be as follows:

- a. Elderly consumers with the highest electrical usage.
- b. Senior citizens over the age of 65.
- c. Handicapped consumers.
- d. Families with children under the age of six.

Semcac shall use its best effort and reasonable judgment to prioritize those homes in the order they appear on the priority list and shall provide the City of Kasson with the participant list to validate that recipients are Kasson Electric Utility customers. Semcac shall also use its best efforts to prioritize by the following rank/order for weatherization assistance and/or appliances to be replaced within the home when more than one Energy Efficiency Measure is replaced:

- a. Insulation and Air Infiltration Reduction (Weatherization) Measures
- b. Refrigerator/Freezer
- c. Central/Room air conditioner
- d. Clothes Washer/Hot Water Heater

E. Energy Efficiency Measures to be Implemented

Semcac will ensure that the following Energy Efficiency Measures (EEM's) will be added to the services performed, where applicable, feasible, and allowed with the consumers knowledge.

Insulation and Air Infiltration Reduction (Weatherization) Measures

Insulation/ infiltration reduction measures will be given to eligible participants under these conditions:

- a. Must be owner-occupied residence and receive electricity from the City of Kasson
- b. Resident agrees to have the improvements professionally installed.
- c. A standardized energy audit tool is required to identify specific direct-impact weatherization measures to be installed. A MMBTU savings is required for all energy conservation measures.
- d. The weatherization work will be in accordance with applicable federal and state guidelines in effect during this agreement.
- e. Limit expenditure to \$3,500 maximum cost including administrative charges and other costs.

Refrigerator/Freezer

A replacement refrigerator/freezer will be given to eligible participants under these conditions:

- a. Must be owner-occupied residence and receive electricity from the City of Kasson
- b. Resident agrees to have the equipment professionally installed.
- c. New appliance must be ENERGY STAR rated of equal or lesser size.
- d. Replaced appliance must be recycled in compliance with all environmental regulations.
- e. Limit expenditure to \$1,050 maximum cost including administrative charges, appliance cost, recycling fee and other costs.

## Central/Room Air Conditioner

A central/room air conditioner will be given to eligible participants under these conditions:

- a. Must be owner-occupied residence and receive electricity from the City of Kasson.
- b. Currently has an inefficient operating central/room air conditioner.
- c. Agrees to have the equipment professionally installed by the vendor.
- d. Replacement must be ENERGY STAR rated.
- e. Replaced air conditioner must be recycled in compliance with all environmental regulations.
- f. Limit expenditure to \$3,500 maximum cost including appliance, administrative charges, recycling fees and other costs.

## Clothes Washer/Electric Hot Water Heater

A clothes washer/electric hot water heater will be given to eligible participants under these conditions:

- a. Must be owner-occupied residence and receive electricity from the City of Kasson.
- b. Have an existing clothes washer/electric hot water heater.
- c. Agrees to have the equipment professionally installed by the vendor.
- d. Replacement must be ENERGY STAR rated.
- e. Replaced appliance must be recycled in compliance with all environmental regulations.
- f. Limit expenditure to \$2,000 maximum cost including appliance, administrative charges, recycling fees and other costs.

### F. Data Collection

Semcac will provide the data necessary to evaluate the annual energy saved, the peak demand reduced, and the cost to obtain those savings and reductions. This will include all receipts/purchase orders of the measures/appliances covered by this agreement. Semcac will provide the ages of appliances to be replaced to document energy history for Conservation Improvement Program reporting.

### G. Right to Audit

The City of Kasson reserves the right to review, audit, and verify all information pertaining to this Agreement at Semcac's regular place of business during normal business hours. The City of Kasson has the right to conduct on-site inspections and to verify any services provided by this Agreement.

## II. TERMINATION

This Agreement shall terminate upon sixty (60) days written notice from either party. The City of Kasson shall pay for any services completed prior to notice.

## III. INDEMNIFICATION

Semcac, and the parties Semcac contracts with, agrees to assume all risk of loss and to defend, indemnify and hold the City of Kasson, its officers, employees and agents harmless against any and all claims, liabilities, damages, losses, costs or expenses of whatever nature or character for all injuries or damage of any type to any person or property, including injuries or damage of third parties



#### IV. INSURANCE

Semcac shall provide and maintain adequate insurance so as to provide protection and indemnification against any and all such claims or suits in connection with the services performed pursuant to this Agreement. Semcac shall furnish upon request proof of said policies in minimum amounts as follows:

##### Public Liability and Property Damage

\$300,000 per employee  
\$1,000,000 per occurrence.

##### Commercial General Liability Insurance

Personal Injury	\$1,000,000 per occurrence
Property Damage	\$1,000,000 per occurrence

##### Automobile Liability Insurance

Bodily Injury	\$1,000,000 each accident
Property Damage	\$1,000,000 each accident

Approved and signed this 9<sup>th</sup> day of January, 2019

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Chris McKern, City of Kasson Mayor

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Wayne D. Stenberg, Semcac Executive Director

**CITY OF KASSON  
RESOLUTION #1.X-19**

**RESOLUTION APPROVING THE PREMISES PERMIT FOR HAYFIELD  
COMMERCIAL CLUB CHARITABLE GAMBLING AT EVENT'S**

**WHEREAS**, the Hayfield Commercial Club has applied to the Gambling Control Board of the State of Minnesota for a Premises Permit to Conduct Lawful Gambling at Events by Saker - 401 8<sup>th</sup> St SE, the location being within the City of Kasson; and

**WHEREAS**, the provisions of Minnesota Statute 349.213, subd. 2 require that the Council of the City of Kasson notify the Gambling Control Board of the State of Minnesota of its approval of said application before a Premises Permit is issued.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Kasson that the Council hereby approves the application described herein.

**ADOPTED** this 9<sup>th</sup> day of January, 2019 by the Council of the City of Kasson, Minnesota.

\_\_\_\_\_  
Chris McKern, Mayor

**ATTEST:**

\_\_\_\_\_  
Linda Rappe, City Clerk

The motion for 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: \_\_\_\_\_ . Those against same: \_\_\_\_\_.

**LG214 Premises Permit Application****Annual Fee \$150 (NON-REFUNDABLE)****REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

**Mail the application and required attachments to:**Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113**Questions?** Call 651-539-1900 and ask for Licensing.**ORGANIZATION INFORMATION**Organization Name: Hayfield Commercial Club License Number: 02310Chief Executive Officer (CEO) Tom Manson Daytime Phone: 507-272-0764Gambling Manager: Justus Daytime Phone: 507-251-3311**GAMBLING PREMISES INFORMATION**Current name of site where gambling will be conducted: Events By Lake

List any previous names for this location:

DiggerStreet address where premises is located: 401 8th ST SE Rosson mn  
(Do not use a P.O. box number or mailing address.)City: Rosson OR Township: County: Dodge Zip Code: 55944

Does your organization own the building where the gambling will be conducted?

☐

Yes

☒

No

If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site?

☐

Yes

☒

No

☐

Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site?

☐

Yes

☒

No

☐

Don't know

**GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA**Bank Name: Citizen State Bank Bank Account Number: 5017-362Bank Street Address: 214 1st Ave NE City: Hayfield State: MN Zip Code: 55940**ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES**

Address (Do not use a P.O. box number): City: State: Zip Code:

18 West Main StreetHayfieldMN55940MNMN

**ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION**

<b>CITY APPROVAL</b> <b>for a gambling premises</b> <b>located within city limits</b>	<b>COUNTY APPROVAL</b> <b>for a gambling premises</b> <b>located in a township</b>
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel:  _____	Signature of County Personnel:  _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> <b>Local unit of government must sign.</b> </div>	<b>TOWNSHIP NAME:</b> _____  <b>Complete below only if required by the county.</b> On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)  Print Township Name: _____  Signature of Township Officer: _____  Title: _____ Date Signed: _____

**ACKNOWLEDGMENT AND OATH**

- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.</li> <li>2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.</li> <li>3. I have read this application and all information submitted to the Board is true, accurate, and complete.</li> <li>4. All required information has been fully disclosed.</li> <li>5. I am the chief executive officer of the organization.</li> </ol> | <ol style="list-style-type: none"> <li>6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.</li> <li>7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.</li> <li>8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.</li> <li>9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.</li> <li>10. I understand the fee is non-refundable regardless of license approval/denial.</li> </ol> |
|--|---|



Signature of Chief Executive Officer (designee may not sign)

Date

1-3-19

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public

information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;

Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format, i.e. large print, braille, upon request.

An equal opportunity employer



Suite 300 South  
1711 West County Rd B  
Roseville, MN 55113  
651-539-1900

Minnesota Gambling Control Board

6/4/2018

Thomas Monahan  
Hayfield Commercial Club  
Box 1113  
Hayfield, MN 55940

Annual Fee Invoice

License #: 02310  
Re: Annual license fees due 07/20/2018

Your organization's gambling licenses and permits are perpetual provided your organization pays its annual license fees and remains in compliance with Minnesota Statutes and Minnesota Rules governing lawful gambling.

By July 20, 2018 submit a copy of this invoice and one check paid from the the gambling account, signed by two active members of the organization and made payable to "State of Minnesota" for the total annual fee of:

\$900.00

Mail to: MN Gambling Control Board  
1711 W County Road B Suite 300 South  
Roseville, MN 55113

By submitting these fees you acknowledge that all information on file with the GCB is current and complete.

The above listed total includes the fees of \$350 for the organization, \$100 for the gambling manager and \$150 for each of the following sites:

<u>Site Number</u>	<u>Premises Name</u>
001	Spare Time Lanes & Lounge
004	Flying Monkey Bar & Grill
005	Cheers of Waltham

Your organization is required to report to the Gambling Control Board all changes affecting your license and permit information within 10 days of the change. Some changes require specific board forms such as gambling manager and officer changes. If your organization is planning on terminating operations please return this invoice with the date you are ceasing operations. Your organization must file form LG204 License Termination Plan within 30 days of ending operations. Current forms are available at [www.gcb.state.mn.us](http://www.gcb.state.mn.us).

Licensing Contact: Diana Hoffman  
(651) 539-1952  
[diana.hoffman@gcb.state.mn.us](mailto:diana.hoffman@gcb.state.mn.us)

7/31/2019



# 2019 Transportation Day at the Capitol

Thursday, February 7, 2019  
Best Western Plus Capitol Ridge  
161 St. Anthony Avenue, St. Paul, MN

1893 125 ANNIVERSARY 2018

## Transportation Funding— Let's Get the Job Done!

- New Governor, New MnDOT Commissioner, New Metropolitan Council Chair
- New Leadership in the House of Representatives and New Committee Chairs
- Major Budget Year – two year transportation budget
- Policy changes under consideration: Connected and Autonomous Vehicles, Permitting, P3s, Work Zone Safety

**Don't Miss Out!** Join us for this important event as we work to increase funding for transportation statewide.



If you would like to meet with your legislators, Alliance staff will be arranging individual meetings for you.

Check our website for information and to register:

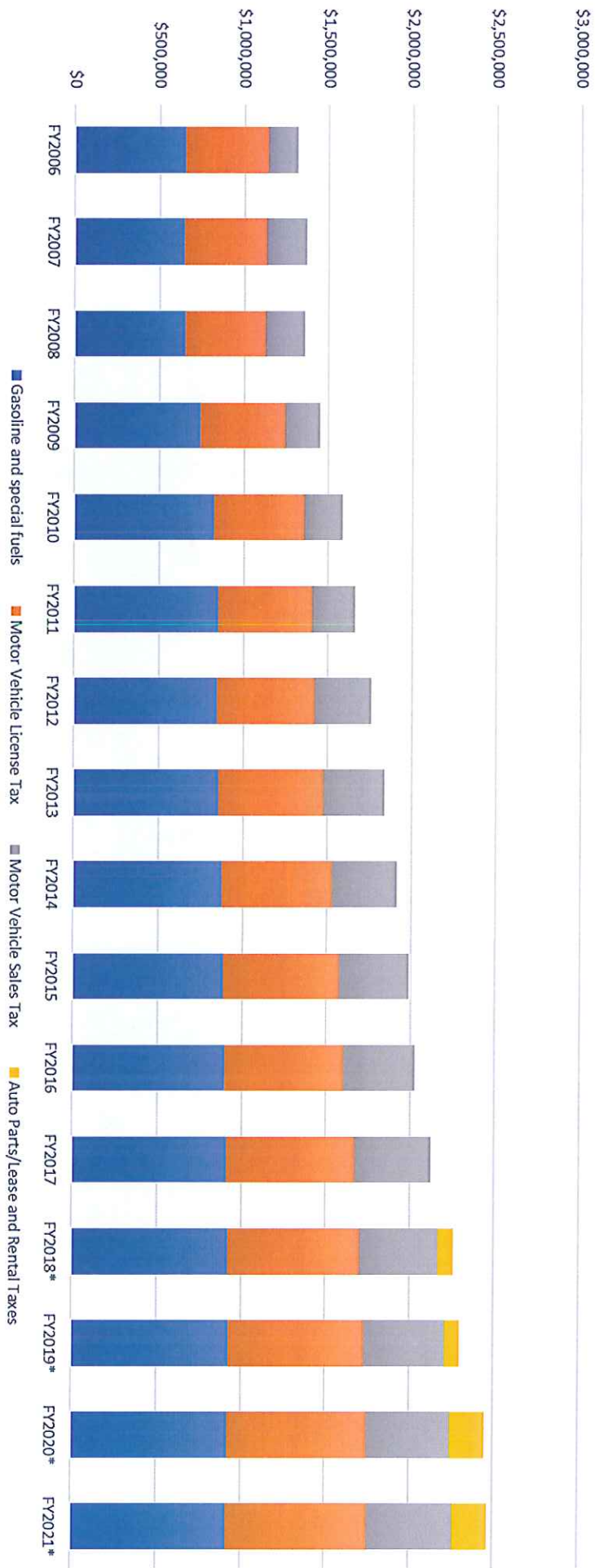
[www.transportationalliance.com](http://www.transportationalliance.com)

Phone: 651-659-0804  
525 Park Street, Ste. 240  
St. Paul, MN 55103



## HUTDF - Revenue Sources

\* Estimate





## TRANSPORTATION INVESTMENTS FOR ECONOMIC DEVELOPMENT

### 2019 LEGISLATIVE AGENDA

Minnesota's transportation system forms the backbone of the state's economy, allowing for the movement of people and products throughout the state and beyond. The Minnesota Transportation Alliance works for the resources necessary to improve the safety and effectiveness of all modes of transportation.

**Our mission:** To coordinate and educate diverse groups statewide to effectively advocate for a safe, efficient transportation system that works for everyone.

#### 1. Address the unmet needs on Minnesota's transportation system

Increased funding and bonding for roads and bridges passed in 2017 has reduced the funding need in the short-term and has allowed for some important highway and bridge projects to be advanced. The funding gap for all modes of transportation continues to be a major problem leading to increased safety hazards, growing congestion, missed economic and job opportunities, damaged roads, deficient bridges and increased social costs as people struggle to get where they need to go with inadequate transit options.

##### State Trunk highway and bridge funding gap:

**\$400 million per year – FY2019-2023**

**\$600 million per year – FY2024-2027**

**\$900 million per year – FY2028-2037**

Corridors of Commerce program – Unfunded Projects: \$7 billion

##### Local Road and Bridge funding gap:

**\$900 million per year**

##### Metropolitan Area Transit funding gap:

**\$100 - \$200 million per year over the next 20 years**

From 2015 – 2040, growing the bus system by 1% annually could require an additional \$1.8 billion - \$2.2 billion.

##### Greater Minnesota Transit funding gap:

**\$20-\$40 million per year over the next 20 years**

To meet 100% of the need for transit service in Greater Minnesota, the total annual operating and capital investment will need to increase from \$140 million in 2017 to \$246 million in 2030.

##### Ports and Waterways

The four ports in Minnesota that most recently sought funds from the Port Development Assistance Program had project needs of more than \$34 million.



## Airports

Local airports \$30 million

## **2. Provide increased, stable and dedicated funding for all modes of transportation to reduce the documented funding gap.**

Transportation infrastructure projects require years to develop and construct. Stable, dedicated funding has been critical to cost-effective planning and delivery of projects in Minnesota. That is why we have 3 constitutionally-dedicated revenue sources: fuel tax, motor vehicle registration fees and motor vehicle sales tax. Dollars in the Highway Trust Fund are not used for transit or other modes of transportation.

### New State Revenue Options

- Increase and index the current state fuel tax. An increase in the per-gallon rate or a gross receipts tax on the sale of fuel charged at the wholesale level just like the current fuel tax could be used as well as a sales tax on fuel at the retail level. All fuel tax revenue is constitutionally dedicated to the Highway Trust Fund.
- Increase revenue from the motor vehicle registration tax by increasing the 1.25% auto and the weight-based rates and changing the depreciation schedule.
- Authorize an increase in the metro area sales tax to up to 1% with dollars dedicated to transit and transportation in the Twin Cities Metropolitan Area.
- Authorize a motor vehicle registration renewal surcharge (\$10) and title transfer surcharge (\$10) for city road repair.
- Equalize the sales tax paid on leased and purchased vehicles (6.87%)
- Levy current 6.87% sales tax on all auto parts and services and dedicate revenue to transportation
- Increase the annual fee for vehicles that run solely on electricity from \$75 per year to \$150.
- Explore fees on Transportation Network Services with revenue dedicated to expanded transit service or other infrastructure to improve mobility for people with disabilities.
- If the state taxes sports betting, dedicate a portion of the revenue to improving the state's infrastructure.

### Dedicate Current State Revenue

A surplus in the state's general fund provides the capacity to dedicate revenue from transportation related fees to ensure their use on the transportation system. Increased revenue from the collection of sales tax on internet purchases is estimated to provide an additional \$130-\$200 million per year to the state's general fund.

- Statutorily dedicate all existing revenue from the sales tax on auto parts. The current statutory dedication of \$145 million per year should be increased to dedicate all revenue from this transportation fee. (\$250-\$270 million per year for next biennium)
- Use surplus dollars to restore the general fund appropriation for transit systems to previous levels to expand transit service.
- Dedicate revenue from internet sales tax collections for MainStreets program in small cities.

### Bonding/Cash

Provide general obligation bond proceeds or general fund cash for transportation projects in a capital bonding bill with:

- \$100M for Local Bridge Program – bridges over \$5 million in cost should be funded separately
- \$100M for Local Road Improvement Program – amend language for Trunk Highway Corridor Account to Local Cost-Share Assistance Account
- Create a new Main Street assistance fund to support project costs when trunk highway construction is scheduled.
- \$ 20M for Railroad Crossings with local roadways
- \$100M for Transitways and facilities for both Metro and Greater Minnesota transit
- \$ 70M for Heywood II Bus Garage
- \$ 10M for Ports and Waterways
- \$ 40M to Dept. of Employment and Economic Development for TED program
- \$ 17M to Board of Soil and Water Resources (BSWR) for Wetland Mitigation related to road construction

### Trunk Highway Bonding

Authorize additional trunk highway bonds (with no more than 20% of trunk highway fund needed for debt service) or general fund dollars for Corridors of Commerce and Transportation Economic Development (TED) programs.

### Efficiencies/Tax Reform

- Fund MnDOT and DPS Trunk Highway Fund expenditures not related to a Highway Purpose from the state general fund.
- Support early acquisition of rights-of-way for transportation projects. Adequately fund the Right of Way Acquisition Loan Fund (RALF).
- Eliminate payment of state sales tax on purchases for transportation projects for MnDOT, transit agencies and local units of government, including joint powers boards.
- Eliminate some of the exemptions to payment of the motor vehicle sales tax.
- Expand the transit taxing district to encompass the entire seven county metropolitan area if additional operating dollars are allocated to provide additional service. Remove restrictions on the use of regional property tax dollars collected by the Metropolitan Council for transit.

### Local Options

- Authorize cities to create Street Improvement Districts.
- Authorize a municipal local option sales tax for transportation that is similar to the county local option sales tax for transportation.
- With an increase in revenue into the Trunk Highway Fund, revise the local cost participation policy to reduce the burden on local governments for contributing to state highway projects.

### Policy Issues

1) Support legislation to improve the transportation project delivery process, including the permitting process in order to speed up the completion of projects and reduce costs.

- Support the implementation of the recommendations of the Wetland Streamlining committee.
- Eliminate some requirements for projects within the existing right-of-way.
- Increase the use of innovative technologies.
- Support state assumption, in collaboration with local government, of the federal 404 permit program.



- 2) Support the use of Public Private Partnerships (P3s) for transportation projects that are in the public interest and supported by local governments. Processes should be established for managing P3 projects including the management of unsolicited proposals.
- 3) Monitor legislation related to autonomous and connected vehicle technology as well as the results of MnDOT's testing of an autonomous bus. Support funding for infrastructure improvements that will allow the state to take advantage of new technology that will improve safety and mobility.
- 4) Support ongoing efforts to improve the transparency of decision making at MnDOT and the Metropolitan Council including the project selection process.
- 5) Support legislation requiring hands-free use of cell phones.
- 6) Any loss of motor vehicle registration funds due to problems with the MnLARS collection system should be compensated with general fund dollars.
- 7) Support the current process for determining speed limits on state and county highways.
- 8) Monitor legislation related to the governance structure of the Metropolitan Council.
- 9) Road and bridge weight issues – Support the prohibition of any weight limit exemptions except during harvest and support the ability of counties to establish load restrictions on their county road systems. Support eliminating the implements of husbandry exemptions and support civil penalties for excess weight. Support eliminating the liability exemption for damage caused by non-weight related unlawful operation on public highway bridges. Oppose efforts to remove local permitting authority.
- 10) Support full state funding, from non-transportation funding sources, for mitigation of wetland impact from county and municipal highway projects.
- 11) Oppose increased funding out of the Highway Trust Fund for recreational trails or other non-highway purposes and support a comprehensive study of diversions of revenue from the Trunk Highway Fund.
- 12) In the event of a state government shutdown, state permits issued for local road, bridge and airport projects should remain in effect with local governments responsible for meeting all legal requirements of the permits. Additional costs incurred by contractors and vendors related to a government shutdown should be paid out of the state general fund.
- 13) Support electronic and photo monitoring on roadways and in work zones for data collection, traffic planning, driver education, and enforcement as a means of reducing road wear, crashes and injuries.
- 14) Review possible opportunities to increase safety in work zones including speed enforcement activities, changing MnDOT traffic control unit pricing in a low bid environment, public education and possible changes to the state driver manual.
- 15) Refine the eminent domain process to reduce costs with constitutionally dedicated tax dollars, including a requirement that owners provide their appraisal 45 days before the condemnation commissioners' hearing, and the acquiring entity provides a revised acquisition offer within 30 days of receipt of the owner's appraisal.



January 2, 2019

Theresa Coleman  
City of Kasson  
401 5th St SE  
Kasson, MN 55944-2204

Dear Theresa:

Transportation is your career and our passion. The Minnesota Transportation Alliance continues to fight for increased funding for the projects that improve the quality and safety of our transportation system statewide. **We are the only association that focuses exclusively on transportation** and we work at both the state and federal levels to advocate for every jurisdiction managing transportation in Minnesota.

With your involvement and membership in the Transportation Alliance, we can work for you to increase awareness of transportation needs and increase funding.

The Alliance bring everyone together: local governments, contractors, suppliers, consulting engineer firms, businesses, labor, transit systems and advocates for all modes. We work to bring our members together with elected officials and key decision makers.

**2019 promises to be a critical year with great opportunities to build on the support that exists for investing in infrastructure.** With a new governor and legislature in St. Paul, we will be working to increase dedicated, ongoing funding for roads, bridges and transit all across the state. At the federal level, we'll be working with the Minnesota delegation to advocate for a strong reauthorization of federal transportation funding as the FAST Act expires in 2020.

Last biennium, we advocated for a number of funding increases and the legislature and governor enacted:

**A new statutory dedication of 100% of the revenue from the sales tax on leased motor vehicles and the sales tax on rental vehicles along with a portion of the sales tax collected on auto repair parts with most of that revenue deposited into the Highway User Tax Distribution Fund.**

Under current law, the revenue from the auto repair parts will jump from \$31 million per year to \$145 million per year in 2020 – a 4-fold increase in that revenue. We will be working to protect and build on that statutory dedication so that ALL of the revenue from the auto repair parts sales tax is dedicated to the HUTDF.

**Since 1893**

525 Park St., Ste. 240 • Saint Paul, MN 55103 • 651/659-0804 • Fax 651/659-9009  
Email: [margaret@transportationalliance.com](mailto:margaret@transportationalliance.com) • [www.transportationalliance.com](http://www.transportationalliance.com)



- Additional funding for city streets and township roads.
- The Capital Bonding Bills included **\$79 million** for the Local Bridge program and **\$194 million** for the Local Road Improvement Program. Bond proceeds were also provided for the Mall of America Transit Station (\$8.75 million) and the Orange Line BRT (\$12.1 million).
- Additional trunk highway bonds - **\$1.34 Billion** - were authorized for the Corridors of Commerce program (\$700M) and the State Road Construction program (\$640M) along with trunk highway fund cash for right-of-way acquisition associated with the Corridors of Commerce program.
- A new \$75 annual fee for all-electric vehicles that is collected as part of the registration tax and is therefore constitutionally dedicated to the HUTDF.

***As a member of the Minnesota Transportation Alliance, you receive the latest news on the action in St. Paul and Washington, D.C. as well as opportunities to meet with colleagues and lawmakers throughout the year.***

**In 2019, our Transportation Day at the Capitol (February 7th)** will provide a key opportunity to meet our new MnDOT Commissioner, Metropolitan Council Chair and new legislators. As usual, Alliance staff are available to set up appointments for you with legislators and staff.

**Our Washington, D.C. Fly-In (June 18-20)** will focus on reauthorization of the FAST Act, which expires in 2020. This event will provide a great opportunity to meet the 5 new members of the Minnesota Congressional Delegation and advocate for additional infrastructure funding at the federal level through formula funds and grant programs like BUILD.

With your support and membership in the Alliance, we will have the resources and strength to improve the stability and level of funding available for roads, bridges and transit throughout the state.

The Minnesota Transportation Alliance also works to be a resource for you on important transportation topics. We have produced a new report analyzing ALL transportation funding options – Minnesota Transportation Funding that is available to our members along with our Transportation Membership and Funding Directory and our annual update to the Local Option Transportation Funding Sources Report. We are here to provide any assistance we can for our members.

With a new Governor who campaigned on the need to increase the state gas tax, along with a new House Speaker and Transportation Committee Chair who are working hard to pass a transportation funding package, we have a great opportunity to make progress in the coming biennium!

Again, thank you for your membership and please join us in another major year for transportation funding in Minnesota. Together, we can make 2019 a successful year for improving Minnesota's transportation system.

Sincerely,



Margaret Donahoe  
Executive Director

*Theresa -  
thanks for your membership!*



**It's time to renew  
your membership**

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

Invoice Date: December 28, 2018

Invoice Number: P19-1086

Description of Services	
	Please pay on or before March 01, 2019
Renewal of Annual Membership Dues Membership Period: March 2019 – February 2020	\$ 315

#### Membership Dues for Cities

Dues are based on your projected State Aid Allocation

No State Aid	\$ 220
Less than \$1 million	\$ 325 - 620
\$1 million to \$5 million	\$ 625 - 1,820
Over \$5 million	\$1,825 - 2,720

Please make checks payable to:  
The MN Transportation Alliance, Inc.  
525 Park Street, Suite 240  
Saint Paul, MN 55103-2106

Direct questions or W-9 request to:  
Barb@transportationalliance.com  
651-659-0804

*The Minnesota Transportation Alliance is a 501(c)(6) Minnesota nonprofit corporation.  
Dues are not deductible as charitable contributions.  
Section 6033(e) notice:  
20% of dues will be used for non-deductible lobbying expenses.*

**Thank You!**

Your membership renewal allows us to work on your behalf for increased transportation funding.

Involvement multiplies your membership - it's easy and effective

Visit [www.transportationalliance.com](http://www.transportationalliance.com) or call us at (651) 659-0804

## 2019 Committee Appointments

### Planning Commission:

Aaron Thompson  
Colin Tinsley  
Tom Ferris  
Council Appointee  
Council Appointee

### EDA:

Council Appointee  
Council Appointee  
Janice Borgstrom-Durst

### Park Board:

Council Appointee  
Greg Kuball  
Roger Franke

### Library Board:

Council Appointee-  
Tarik Kamel  
Lisa Carlson

**ORDINANCE NO. 852**

**"AN ORDINANCE ESTABLISHING THE  
SALARIES OF THE MAYOR AND COUNCIL MEMBERS"**

The City Council of the City of Kasson, Minnesota hereby ordains:

That section 30.016 of the Kasson Code of Ordinances is hereby amended to read as follows:

Sec 30.016 Salaries of Mayor and Council Members. Salaries of the Mayor and Council Members are hereby fixed as follows:

- (a) The annual salary of the Mayor shall be \$4,000.00.
- (b) The annual salary of each member of the Council (other than the Mayor) shall be \$3,000.00.
- (c) Council members shall be compensated at the rate of \$35.00 per meeting for up to 36 meetings January through June and up to 36 meeting July through December when acting at any meeting as the official designee of the Kasson City Council, excluding the two regularly scheduled council meetings.
- (d) The salaries provided herein shall be effective January 1, 2015.

Passed and adopted this 9<sup>nd</sup> day of July, 2014.

---

Matthew Nelson, Mayor

**ATTEST:**

---

Linda Rappe, City Clerk

Motion approving adoption of the Ordinance made by Hopkins, second by Worden.  
Ayes: Coleman, Egger, Hopkins, Nelson, Worden Nays: None.

Published in the Dodge County Independent this 16<sup>th</sup> Day of July, 2014.



pd 1-18-13  
pd 1-16-15  
pd 1-13-17

## ORDINANCE 847

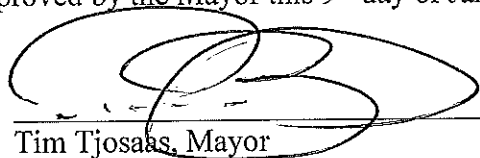
### “AN ORDINANCE ESTABLISHING A TECHNOLOGY STIP-END FOR ELECTED OFFICIALS”

The City Council of the City of Kasson, Minnesota hereby ordains:

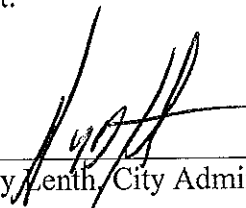
That section 30.016 is hereby amended to include section (E) as follows:

Sec. 30.016 (E) The Mayor and City Councilmembers shall receive a bi-annual technology stipend of \$550.00 payable in January of odd numbered years. Technology stipend is to be used for the purchase of hardware and software so that the elected official may receive electronic data associated with the business of the City. Items purchased by the elected officials with the stipend shall be owned and maintained by the elected official.

Adopted by the City Council and approved by the Mayor this 9<sup>th</sup> day of January, 2013.

  
\_\_\_\_\_  
Tim Tjosaas, Mayor

Attest:

  
\_\_\_\_\_  
Randy Lenth, City Administrator



Environmental Services  
721 Main St N, Dept. 391  
Mantorville, MN 55955-2230  
Phone: 507-635-6273 Fax: 507-635-6265  
[Mark.gamm@co.dodge.mn.us](mailto:Mark.gamm@co.dodge.mn.us)

December 18, 2018

## **Public Notice:**

### **Draft Dodge County Comprehensive Plan available for review and comment.**

**Description:** The Comprehensive Plan is an in-depth analysis of countywide goals and aspirations. The Plan defines future policy and action for a wide variety of issues including land use, housing, economic development, transportation, broadband technology, natural resources and environment, recreation, and history and culture.

**Public Information Meeting:** A public information meeting will be held on **Wednesday, January 30, 2019 beginning at 7:00 PM** to describe the Plan and to hear public comment. The meeting will be held at the Commissioner's Room, Dodge County Government Services Building, 721 Main Street North, Mantorville, MN. If you are unable to attend the meeting and would like to submit comment, please send written comments by January 30, 2019 to Mark Gamm via e-mail at: [mark.gamm@co.dodge.mn.us](mailto:mark.gamm@co.dodge.mn.us) or via postal service to Environmental Services Department 371, GSB, 721 Main Street North, Mantorville, MN 55955

### **Comprehensive Plan is available for review at:**

1. County Web Site: <http://www.co.dodge.mn.us/>
2. Public Libraries located in Dodge County
3. Dodge County Environmental Services Department, Government Services Building, 721 Main Street North, Mantorville, MN 55955

A paper copy can be purchased for \$39 from Dodge County Environmental Services Department located at Government Services Building, 721 Main Street North, Mantorville, MN 55955.

EXECUTIVE SUMMARY 8-16 J.

**Dodge County  
Comprehensive Plan  
Executive Summary**

## Overview

Dodge County adopted its first comprehensive plan in 1970. The plan was updated in 1993 and again in 2001. The 2018 Comprehensive Plan is the third update and revision.

The goal of all this effort is to define policy and action to guide future development of the physical form of Dodge County and the social and economic development of the county.

A county-wide survey was completed and open input meetings were held in each community and each township. Through the input meetings and survey the following philosophies were identified.

- Encourage input and participation from the residents
- Maintain county's rural values and character
- Protect prime agricultural land
- Grow and sustain a diversity and housing options
- Provide increased opportunity for business growth and increased jobs
- Support improved access to quality broadband in the rural areas of the County
- Increase recreational opportunities
- Allow for growth without jeopardizing clean air and water
- Improve and maintain transportation infrastructure

The Comprehensive Plan describes projected trends that will affect land use and drive social and economic development in the county. The primary trends and events identified are:

- Increasing population
- Aging and increasingly diverse population
- Highway 14 expansion
- Continued consolidation of farming
- Growth and job opportunities associated with Rochester metropolitan area and Mayo Clinic
- Increasing demand for solar and wind energy
- Increasing demand for "homes on acreages" outside city limits
- Increasing demand for home-based occupations
- Climate change projected to increase severity of flash flooding and heat waves
- Increasing demand for recreational opportunities
- Increasing demand for commuter options to Rochester including mass transit
- Planned reclamation and development of Stussy Quarry

The following summarizes policy and action steps Dodge County will follow to manage growth in a manner that accounts for the core philosophies and anticipated trends.

# Housing

## Policy:

Continue with "Smart Growth Principles" adopted in the 2001 Comprehensive Plan and;

Promote quality responsible housing options by:

1. Maintaining buffers between residential land uses and agricultural or industrial land uses.
2. Education of the public about traditional agricultural practices and the effects of living next to farming operations to minimize conflicts.
3. Preserving prime agricultural lands by limiting residential development in the agricultural district and promoting development to occur where infrastructure exists to support the development.

## Ten Year Implementation Plan

1. Reassess comprehensive plan housing section upon completion of Dodge County Housing Study
2. Amend Zoning Ordinance to satisfy Policy as needed.
3. Reconsider the recommendations of the Land Use Task Force (2005-2008) regarding alternatives for allowing higher residential densities in some parts of the Agricultural District, a "2<sup>nd</sup> Agricultural District", and similar methods to protect Prime Farmland but accommodate for residential development.
4. Update County-wide housing study every 10 years at maximum to stay informed on current demand and gaps in the County's housing market.
5. Continue to encourage additional independent and/or assisted living housing development, in areas served by city water and sewer, to accommodate growth in aging population.

# Economic Development

## Policy:

1. Support agriculture business
2. Support the growth of manufacturing
3. Support efforts for business retention

## Ten Year Implementation Plan

1. Conduct regular business retention and expansion visits.
2. Catalog, update and promote available commercial and industrial sites throughout the County
3. Form Council of Governments and meet regularly to discuss land-use and growth issues and Opportunities.
4. Update County-wide housing study to identify gaps in workforce housing market.
5. Explore and identify programs to assist with additional recreational opportunities for County residents and visitors such as parks and bike trails.
6. Identify and promote resources to support ag business growth and retention



# Transportation

## Policy:

Maintain a quality and effective transportation system through:

1. Implement/maintain access management practices throughout Dodge County. Access management aids in reducing the number of conflict points and, thereby, reduces the overall number of crashes. There is a direct relationship between the number of access points and the crash rate. Access management can have a reduction in annual crashes of 40 percent; the level of service during peak hour traffic is improved; and roadways with access management perform better in terms of retail sales than surrounding communities with no access control.
2. Develop a set of classification criteria that is tailored to the characteristics of the County roadway system. Then develop a functional classification system for all County roads and County state aid highways.
3. Preserve adequate right of way to accommodate future reconstruction and improvements as Development/redevelopment occurs adjacent to County roads.
4. Preserve and/or consider officially mapping right of way to accommodate future interchanges Along Trunk Highway 14. Future land use conflicts and costly acquisitions can be minimized and even avoided by preserving right of way for transportation improvements.
5. Consider jurisdictional classification changes to low volume County roads. Several County roads have extremely low Average Daily Traffic volumes and should be considered candidates for future jurisdictional classification changes. For current ADT volumes see <http://www.dot.state.mn.us/traffic/data/maps-county-alpha.html>
6. The County should support and encourage private companies and local units of government in carrying out travel demand management strategies. This might include cooperating with local units of government in establishing additional park and ride lots, working with local transit providers in providing additional public transit routes and with private employers in their individual efforts.
7. The County should provide support to the Dodge County Trail Association and local units governments in establishing additional bicycle and pedestrian ways such as the proposed Stagecoach Regional Trail and the Iron Horse Trail, and to coordinate the orderly continuation of existing facilities in developed urban areas.
8. Maintain open lines of communication with the townships of Ashland, Canisteo, Claremont, Concord, Ellington, Hayfield, Mantorville, Milton, Ripley, Vernon, Wasioja, and Westfield in planning for future transportation issues.
9. Consider implementing programs aimed at preserving and enhancing the natural roadway/road ditch and built environmental features. Such programs may include Scenic Wildflower Routes and/or Roadsides for Wildlife. Furthermore, environmental impacts for specific projects should be thoroughly evaluated on a per project basis as part of the environmental documentation process.

## **Ten Year Implementation Plan**

1. Update County Transportation Capital Improvement plan as needed. The current plan can be found on the County's website.
2. Regularly examine County commute patterns and determine if additional mass transit options are needed based on population growth in Dodge County and job growth in Rochester.
3. Continue to support the Dodge Center Airport.
4. Expand non-motorized trail system options in the County. Work with Department of Natural Resources to access possible funding to assist with these projects.
5. Continue to support "Safe Routes to School" planning and implementation.

## **County Facilities**

### **Policy:**

Evaluate County facility needs by:

1. Quantity of improvements needed
2. Demand for improvements considered
3. Inventory of existing facilities

### **Ten-year Implementation Plan:**

1. Update capital improvement plan each year
2. Conduct energy assessments on all County facilities
3. Continue sustainable regional partnerships (e.g. Olmsted County) in waste management.

## **Broadband and Communication Technology**

### **Policy:**

Promote access to quality broadband for all of the County's residents by:

1. Communicating with existing private broadband providers to discuss challenges to provide broadband service to the rural areas of the County
2. Identify opportunities to access State and Federal funding programs to assist in broadband projects.

### **Ten Year Implementation Plan**

1. Identify key stakeholders and convene a meeting with broadband providers.
2. Consider formation of Dodge County Broadband Taskforce
3. Facilitate public input meetings to help define demand for improved broadband access.
4. Support communication infrastructure needs for emergency services throughout the County.

## Natural Resources and Environment

### Policy:

Protect natural resources through:

1. Enforcement of regulation
2. Implementation of Water Management Plan
3. Public education and technical assistance, and
4. Zoning standards that:
  - a) Promote “*smart growth principles*” defined in 2001 County Wide Comprehensive Plan,
  - b) Protect prime agricultural soils, significant natural areas, important aggregate resources, drinking water aquifers, wetlands, floodplains, public waters, and other vital resources.

### Ten-year Implementation Plan:

1. Amend Zoning Ordinance to satisfy Policy as needed.
2. Participate with other local governments in the development and implementation of watershed-based Water Management Plans (One Watershed-One Plan).
3. Consider including in the Zoning Ordinance, a Groundwater Protection Overlay District to protect drinking water in areas that are most susceptible to contamination as outlined in attached Concept Paper - **Exhibit 6.a**.
4. Consider including in the Zoning Ordinance protection standards, or an Overlay District, designed to protect Highly Desirable Sand and Aggregate Deposits as identified in DNR’s Aggregate Resources Maps.
5. Consider limiting air quality impacts by prohibiting burning of trash
6. Work with MN Department of Agriculture on implementation of their Nitrogen Management Plan.
7. Consider establishing Wetland Preservation Areas to promote preservation and restoration of high-valued wetlands that maintain and improve water quality as allowed by the Wetland Conservation Act.
8. Make use of new Geologic Atlas to educate public and to help set policy to achieve goals of adopted plans.
9. Provide assistance to landowners wishing to reduce pollution impacts.

## Recreation Opportunities and Tourism

### Policy

Continue policies and goals adopted in the 1993 Comprehensive Plan.

The 1993 Comprehensive Plan adopted a goal to provide recreational opportunities for county residents and for stimulating tourism. Approved policy called for developing agreements with public agencies for joint development of recreational facilities. The policy also called for coordinating planning activities to provide a hiking and biking trail system within the County.



### Ten-year Implementation Plan:

1. Dodge County EDA will facilitate discussion and action needed to implement the Master Plan for the Stagecoach State Trail.
2. Dodge County EDA will facilitate discussion with owners of Stussy Quarry, City of Kasson, City of Mantorville and Township of Mantorville regarding the restoration of the quarry and associated public recreation opportunity.
3. Dodge County will request the DNR to complete a Biological Survey to identify important natural communities that may serve as possible public Scientific and Natural Areas or Wildlife Management Areas.
4. Dodge County will seek to increase public access to Public Waters for recreational purposes in connection with the State Water Trail system.
5. Dodge County EDA will coordinate public education to inform citizens of available recreation areas and promote tourism.
6. Dodge County will promote and encourage the acquisition and management of public lands.
7. Dodge County will consider amending the zoning ordinance to encourage connectivity of open space in subdivision and public open space.

## History and Culture

### Policy

The 1970 Comprehensive plan included a policy stating “historic preservation and restoration shall be continued in Wasioja and Mantorville and development in restoration areas shall conform to established historic styles and architecture”.

A high priority goal identified in the 2001 Comprehensive Plan was the “preservation of significant historic sites (close to 30 platted ghost towns and 81 school districts)”.

An approved policy of the 2001 Comprehensive Plan is: “Dodge County will consider policies or amendments to the County Zoning Ordinance to include language that addresses the preservation and protection of historical assets that reflect standards suggested by the Minnesota State Historic Preservation Organization, while considering other local area factors”

### Ten-year Implementation Plan:

1. Consider amendments to the County Zoning Ordinance to include language that addresses the preservation and protection of historical assets that reflect standards suggested by the Minnesota State Historic Preservation Organization, while considering other local area factors.
2. Dodge County will encourage the Dodge County EDA, Dodge County Historical Society, and partners to:
  - Increase awareness of the social and economic value of historic preservation.
  - Encourage the arts in community development plans throughout the county.
  - Promote the cultural heritage and highlight the importance of century old farm homesteads.
  - Preserve older and historic structures, landscapes, and features in order to provide a sense of identity.
  - Encourage the revitalization and maintenance of historic structures.

- Encourage the collection of artifacts at archaeological sites during excavation for new construction and consider alternative development patterns if necessary.
- Seek funding and cooperation from the private and nonprofit sectors to assist with historic preservation and cultural outreach projects.
- Promote initiatives furthering the arts and culture as part of community development.
- Publicize the success of preservation efforts and encourage similar actions.
- Promotional and educational activities can increase the public's awareness. These activities can make a critical difference in the effectiveness of any historic preservation efforts.
- Support existing historical districts

## Land Use and Growth Management

### Policy

Continue the goals and policy defined in the 2001 Comprehensive as follows:

- Dodge County intends to amend the County Zoning Ordinance to include districts that protect agriculture, forest areas, significant natural areas, and vital natural resources.
- Dodge County intends to practice “smart growth principles” including:
  - ✓ Make efficient and effective use of land resources and existing infrastructure by encouraging development to areas with existing infrastructure or capacity to avoid costly duplication of services and costly use of land.
  - ✓ Provide a mix of land uses to create a variety of housing choices and opportunities.
  - ✓ Make development decisions predictable, fair, and cost-effective.
  - ✓ Provide a variety of transportation choices including pedestrian friendly neighborhoods.
  - ✓ Maintain a unique sense of place by respecting local, cultural, and natural environmental features.
  - ✓ Conserve open space and farmland and preserve critical environmental areas.
  - ✓ Encourage stakeholder collaboration and community participation rather than conflict.
  - ✓ Provide staged and managed growth in urban transition areas with compact development patterns.
  - ✓ Enhance access to equitable public and private resources for everyone.

- ✓ Promote the safety, livability, and revitalization of existing urban and rural communities.

#### Ten-year Implementation Plan:

1. Meet regularly with cities and townships to discuss land use plans in joint effort carry out growth policies and realize opportunities.
2. Amend Zoning Ordinance to reflect current and future urban growth areas identified in approved city plans and/or annexation agreements with townships.
3. Set specific ordinance criteria and limitations on/for rezoning requests.
4. Implement protections through agricultural preservation districts, transfer of development rights, or other options to protect prime farmland.
5. Review and modify allowable uses in specific zoning districts for compatibility with district purpose.
6. Review criteria and performance standards for home occupations, solar energy systems dwelling density, and other uses to address potential issues of incompatibility with the purpose of Agricultural Zoning District.
7. Reconsider the recommendations of the Land Use Task Force (2005-2008) regarding alternatives for allowing higher residential densities in some parts of the Agricultural District, a "2<sup>nd</sup> Agricultural District", and similar methods to protect Prime Farmland but accommodate for residential development.
8. Amend County zoning ordinance to be consistent with Dodge County Airport plans and operation.



FYI -  
Council Resolution  
of support 10/10/18.  
+ see p. 23.  
(more resolutions since...)  
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## SOUTHERN MINNESOTA WAY OF LIFE REPORT

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Office of U.S. Representative Tim Walz

DECEMBER 17, 2018  
Minnesota's First District  
United States House of Representatives

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## Summary

In early 2017, Congressman Tim Walz and his office set out to visit all 21 counties in Minnesota's First Congressional District to hear from constituents and community leaders about how to protect and enrich their way of life in southern Minnesota. By the end of 2018, Walz and his team visited every county three times.

Along the Southern Minnesota Way of Life Tour, Walz and his team purposefully convened more than 60 meetings in small towns to hear about the critical challenges rural leaders are facing when it comes to meeting the current and projected needs of their local residents and communities. The Tour culminated in the Small Town and Regional Vitality Investment Act (H.R. 6383), legislation Walz introduced in July of 2018 to invest in the needs and longevity of Minnesota's small towns and empower local leaders to create jobs. This report summarizes what Walz and his team learned from First District constituents about the issues that are important to them and their ideas for how to prepare small towns to thrive for decades to come.

## Tour Overview

The goal of the Tour was to hear from small town community leaders of various different backgrounds, perspectives and sectors in all 21 First District counties. Congressman Walz and his staff conducted five types of visits: five town halls, roundtables, visits to places of interest, mainstreeting, and three Regional Vitality Summits.

## Town Halls

At the beginning of the 115<sup>th</sup> Congress, Rep. Walz hosted five Town Hall meetings and invited the public to share their opinions and ask questions. The Town Halls were held in Rochester, Worthington, North Mankato, Winona, and Austin.

## Roundtables – Phase I

The office held 17 roundtables during the first leg of the tour. Roundtable participants represented robust cross-sections of the communities the office visited. Each participant was asked to identify their number one issue area. The roundtables were participant-driven meetings. The communities led the discussions based on the issues that were important to them and their surrounding region. Each participant was also asked to answer three different questions on notecards:

- What's the best aspect of our way of life in southern Minnesota?
- What's the most serious challenge facing our rural communities?
- If you could wave a magic wand, what is the one thing you'd like the government to do or not do?

The Congressman's staff captured all of this data and turned it into word clouds that can be reviewed in Appendix 4 of this document.

## Visits to Places of Interest

The office conducted numerous tours of various establishments all across the District and met with folks to specifically discuss some of the key topics brought up at the roundtables. These

tours were designed to add greater insight to the issues that threaten community and regional vitality and the southern Minnesota way of life.

### Mainstreeting

When visiting a community either for a roundtable or for a tour, the Congressman's staff would "main street" by stopping into local small businesses and establishments. The aim was to get a feel for rural assets, the small town sense of community, and speak to Southern Minnesotans directly.

### Regional Vitality Summits

Congressman Walz convened three Regional Vitality Summits after all 21 counties had been visited on the tour. The Summits were held in Luverne, Waseca, and Winona. They were well attended by local and state-wide leaders with wide-ranging expertise from a plethora of sectors. The Summits built upon the discussions that were had on the Tour by focusing largely on future of southern Minnesota.

### Roundtables – Phase II

After the Small Town and Regional Vitality Investment Act (H.R. 6383) was introduced, the Walz staff visited every county for a third and final time to discuss the legislation and answer questions.

### Disclaimer

Rep. Walz's staff worked to invite constituents and community leaders from a wide variety of ideological and socio-economic backgrounds to share their input in face-to-face conversations with our staff. The goal of this philosophy was to create the most comprehensive and representative set of findings as possible. The selection of participants was not conducted with scientific surveying methods. Rather, staff used strategic planning and brainstorming techniques in small group settings.

Results of the listening tour should be understood in this context and with this limitation. However, viewed as the product of numerous focus groups (listening sessions) across the First District, this report can serve to deepen public understanding of the needs of small towns and rural areas in southern Minnesota, the issues that are important to First District constituents, and what can be done to enhancing the quality of life residents in southern Minnesota. The components of the Tour highlighted in this report can also serve as a model of how to collectively and effectively address shared, public needs and challenges in innovative, collaborative ways through the convening of conversations.

### Who Participated

A robust cross-section of Southern Minnesota communities was invited to participate in the roundtables across the First District. Participants included but were not limited to: mayors, county commissioners, school board members, law enforcement, city administrators, county administrators, superintendents, principals, economic development agencies and directors, non-profits with a focus on social programs, clergy members, diversity organizations, chamber presidents and their members, farm and agriculture organizations, conservation groups, veterans'



organizations, local hospitals, and labor unions. Events were advised to the media. While all of these stakeholders were invited, there were elements of self-selection on the parts of those attending.

### Where the Office Visited

Representative Walz's office traveled to all 21 counties in the District and intentionally endeavored to visit rural communities with populations of 10,000 people. The communities visited include:

Austin	Jackson**	Rushford
Blooming Prairie*	Kasson*	North Mankato
Blue Earth**	Lake Crystal**	Owatonna
Caledonia	Lewiston**	Peterson
Chatfield	Le Center**	Preston**
Claremont	Lonsdale*	Springfield**
Fairmont**	Luverne**#	St. Peter
Faribault	Madelia**	Stewartville**
Fillmore	Mantorville*	Waseca**#
Glenville	Mankato	Waterville*
Grand Meadow**	Mountain Lake**	Winona#
Hayward*	New Ulm	Worthington*
Houston**	Nicollet*	

\* Denotes a roundtable location, one \* for either a first round stop or small towns bill listening session, \*\* for both

# Denotes a Regional Vitality Summit

### What the Office Learned

Below is a note about the promise of Minnesota's small towns followed by specific needs of rural communities identified most often by roundtable and Summit participants.

#### The Promise of Minnesota's Small Towns

There are many reasons for small town Minnesota communities to have hope for the future. From pristine outdoor recreation destinations to landmarks rich with art and cultural history, small towns across Minnesota already have one-of-a-kind assets and many attract tourists from

across the globe. Countless other rural Minnesota communities hold immense promise for growth and development and are eager to collaborate on innovative ideas to achieve their full potential.

At virtually every stop on the Tour, a common theme rang true: southern Minnesotans love where they live. They love the sense of community and place. They value and support their neighbors and feel valued and supported by them in return. They are proud to call southern Minnesota home. They are honest about the critical challenges they face and are ready to overcome them together.

Here are the needs of small towns most commonly identified by southern Minnesotans on the Tour:

#### Amenities

A number of rural communities feel they lack the amenities that larger communities have and this hampers their ability to keep young people living in town as well as their ability to attract new, high-quality workers to their communities. There is no set definition of amenity as any given community in need of an amenity may not need the same type of amenity as the next community. Various amenities that were identified on the Tour include but aren't limited to: the addition of a trail system, specific or unique typed of small businesses on main street, things to do for young families such as opportunities in the arts, "place making" in a downtown area, parks, and more. Rural communities expressed an interest in being able to obtain more funding from the state or federal government in developing their amenities while maintaining the ability to decide for themselves what amenity is right for them through coordination with the surrounding region.

#### Broadband

Many rural communities struggle with access to a reliable broadband network. A lack of network raises concerns with the upload and download speeds. The upload speed is crucial to the creation and growth of small businesses and economic development. A community with a strong upload speed may see the expansion of local businesses and enjoy the opportunity to market their community as a great place to live for telecommuters. A community that lacks reliable download speeds risks discouraging folks from staying or moving there, including younger folks who view high-speed network access as essential for their lifestyle.

#### Child Care

A shortage of childcare providers and childcare centers is costing southern Minnesota jobs and is unappealing to young folks looking for a somewhere to settle down and start a family. Businesses are having trouble attracting talented workers because they cannot find childcare services in the area. As a result, these workers then choose a different community to settle down. Additionally, when available, childcare is usually expensive and causes many families to make a tough choice between both parents working or one staying home with the children. Some families find that one parent works just to pay for the childcare. For a single parent, finding a job that can pay for childcare in addition to all other expenses may be extremely difficult.



### Diversity & Inclusivity

Local leaders and citizens promoted the value of diversity and inclusivity as being central to southern Minnesota's social, cultural and economic future. Many advocated for comprehensive immigration reform that respects the dignity and value of all people. Including and empowering all people who are impacted by federal policies is important to the work of democracy and making our communities more vibrant and resilient.

### Government Regulation & Unfunded Mandates

Local, city and county government officials feel there are too many barriers to access federal government programs. Folks shared that many times the monetary cost and time it takes to attempt to access federal funds make it not even worth trying to do so. Southern Minnesota officials also made note of the difficulty in satisfying new mandates that come down from the state and federal government when their local communities are not provided additional funds that are reasonably required in order to meet any given mandate. Folks would like to see more flexibility and regulatory humility from regulatory agencies. Most noted that they wanted things like worker safety, accountability, and a clean environment and wanted to see them implemented in a common-sense way.

### Health Care

Health care was the most frequently discussed issue along the Tour. Concerns raised included cost and rural access. There was no consensus on the legislative course of action forward on health care reform but there was consensus that repealing or weakening the current federal law without a viable replacement would be a bad decision. Concerns related to rural health care access focused in part on hospital consolidations to larger communities at the expense of more rural areas. Hospitals and clinics tend to be some of the largest employers in their communities. Towns that lack or are at risk of lacking access to health care argue it makes them less competitive in attracting workers and presents a barrier to economic growth.

### Housing

There is a shortage of affordable, workforce housing across southern Minnesota. This shortage is hurting businesses as they try to expand, create new jobs and attract new workers. A lack of workforce housing also puts the existing housing stock at a premium and makes it less affordable for working class families. Private developers are running up against market failures to create new multifamily units in rural areas. The prevailing rents don't match the rents of new construction and private developers are having trouble obtaining financing for new projects. A lack of skilled building trades workers has increased the cost of new construction as well as increased construction costs from expanded building code regulations. The most effective tool for creating workforce housing has been weakened by the newly instituted federal tax framework. The Low Income Housing Tax Credit was an effective program to offset development costs of new construction that allowed developers to offer below market rate units in rural areas. The Low Income Housing Tax Credit is tied to the corporate tax rate and has seen its effectiveness reduced with the recently lowered corporate tax rates.

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### Mental Health

County jails have become the default mental health facilities in southern Minnesota counties. Due to a lack of resources, providers, and mental health beds, county sheriffs have witnessed their law enforcement budgets strained as they commit an increasing amount of their time toward more traditional mental health care purposes. The opioid and drug crisis facing the nation has also added to this strain. There are not enough resources committed to drug rehabilitation which leads to high recidivism rates for drug-related crimes. County sheriffs are able to spend less of their resources on public safety due to a lack of mental health funding from the state and federal level.

### Public Infrastructure

The nation's roads and bridges are in need of repair and this trend holds true in Southern Minnesota as well. More funding for transportation is needed to repair the aging infrastructure that exists but also to expand key projects to accelerate economic growth like making Highway 14 four lanes from Rochester to New Ulm. Additionally, communities want to see more funding for wastewater treatment plants, mental health facilities, child care facilities, trails, and inter-regional mass transit such as bus routes between rural communities.

### Workforce Development

There are currently more jobs than qualified candidates to fill them in Southern Minnesota. There are not enough trained, skilled workers to fill the high demand for jobs by employers. This has led to businesses looking towards larger urban areas or other regions for expansion. Finding new and innovative ways to train the workers in southern Minnesota and attract skilled workers from outside the region to relocate here are key priorities for the area.

### How the Findings Can Inform Public Policy

This report is meant to share the findings of the office's Tour with all the people who participated in the office's Tour, the District at large, and any person, public official or institution that may be interested.

### The Message from the District

On the last round of visits to every county in the District, the Office asked every participant to fill out a notecard answering a simple question: What is the one thing you want your Member of Congress to know? The responses varied from identifying specific challenges and highlighting unique and special attributes of a community to describing the kind of leadership southern Minnesotans want to have from their Member of Congress.

### More Collaboration, Less Partisanship

Southern Minnesotans want to see pragmatic, collaborative leadership from their elected officials at the local, state, and federal level. They want solutions and for their Member of Congress to break through gridlock. They want elected officials to work together with their colleagues, regardless of their political and party affiliation, to find commonsense solutions and reject hyper-partisanship. In the roundtables, southern Minnesotans shared that they wanted to reform the way

Washington works. Many want to see campaign finance reform, redistricting reform, and more bipartisanship and pragmatism. At the local level, folks expect City Councils and County Boards to rise above party labels and work together for the greater good of their communities. They want the same out of the representative they send to Washington.

#### Listen and Learn

Southern Minnesotans want a leader who will truly listen and learn from folks who have “front line” experiences with the challenges the District faces. They want someone who will engage meaningfully with communities across the District. They want someone who will collaborate with them and seek their input on major decisions that will impact their lives.

#### Focus on Issues that Matter the Most

From workforce development and affordable housing to child care and affordable health care, folks across southern Minnesota want leadership that puts their needs and interests front and center. All too often, Washington gets focused on the most controversial, partisan issues and forgets to focus on the issues at the center of Minnesotans’ lives.

#### Voices from Southern Minnesota

Below are some selected comments heard along the Office’s Southern Minnesota Way of Life Tour:

- “Work on ways to gather information/ideas/questions from the people you represent.”
- “Work across the aisle to create policies that benefit the people of southern Minnesota.”
- “Fight for the needs of rural communities.”
- “We need more federal funding support to improve the quality of lives in our communities.”
- “Affordable, accessible health care for all will increase our economic vitality.”
- “Investing in our children’s education is investing in the future.”
- “Make sure our voices are heard in Washington.”

#### Community Roundtable Discussions

As mentioned above, the Office asked participants to answer three questions on notecards at the 17-roundtable discussions. Staff then collected and compiled the note cards and turned that raw data into word clouds. These word clouds can be viewed in Appendix 3 of this document. The three questions were as follows:

- What’s the best aspect of our way of life in southern Minnesota?
- What’s the most serious challenge facing our rural communities?
- If you could wave a magic wand, what is the one thing you’d like the government to do or not do?



## Southern Minnesota's Bill

Given the amount of participation and quality of the feedback received along the Southern Minnesota Way of Life Tour, Congressman Walz believed it important to produce this report on behalf of the First District. Rep. Walz also agreed with small town mayors and county commissioners that it is vital he put forth a solution at the federal level that addresses the issues and needs highlighted by Minnesotans along the Tour. In July of 2018, Congressman Walz introduced the Small Town and Regional Vitality Investment Act with the support of a broad coalition from rural elected officials to labor unions.

This legislation to invest in the needs and longevity of Minnesota's small towns and empower local leaders to create jobs is the direct product of constituent input along the Tour. It is meant to continue the discussion about how to best prepare small towns for the future with an emphasis on the regional strength. It serves a federal legislative starting point, a foundation to be built upon. It is a living, breathing document for the people of southern Minnesota to continue to mold and shape into a bill that best addresses their needs.

More than anything, this bill is a call to action. It calls on the people of the First District to continue carrying the torch of rural revitalization that they lit and championed together with Rep. Walz. It also calls on the First District to continue to participate in their democracy by engaging with their elected officials and collaborating with their neighbors to address common problems. This is southern Minnesota's bill, and it will take the continued leadership and advocacy of the people of the First District to become law.

Having witnessed their passion, dedication and drive to help their communities achieve their full potential along the Tour, Walz has tremendous faith in the people of southern Minnesota's ability to get it done.

### [H.R. 6383: The Small Town and Regional Vitality Investment Act of 2018](#)

The Small Town and Regional Vitality Investment Act is the direct result of 1000s of miles driven and constituent meetings in every single county (21) in Minnesota's First Congressional District. During this intensive outreach we asked three simple questions;

1. What's the best aspect of life in southern Minnesota?
2. What's the most serious challenge facing our rural communities?
3. If you could wave a magic wand, what's one thing you'd want the federal government to do to enhance our way of life in southern Minnesota?

As a result of the answers received we reached a number of conclusions. First and foremost, the challenges facing our rural communities are broad and diverse. Each community is unique. A "one-size-fits-all" approach will not work. More local resources are needed and currently there is too much red-tape for local communities to access these resources.

Federal resources for rural communities are narrowly authorized and reside in silos administered by tough-to-reach bureaucrats within the Washington bubble. Our hope is to flip that paradigm.

With H.R. 6383 we propose to take funding decisions out of the hands of federal bureaucrats and place the responsibility squarely on the shoulders of local community leaders. We also cast aside the narrow silos and replace them with broad authority to address the problems unique to each individual community.

#### Bill Summary

- This legislation creates a new investment initiative by sharing federal revenues directly with local governments to address the major challenges facing their specific communities while tying those decisions to their region's long-term strategic framework.
- USDA Rural Development administers the revenue sharing grants to local and regional governments representing small towns and rural areas.
- The legislation utilizes the U.S. Economic Development Agency's current system of regional planning, called "Comprehensive Economic Development Strategy" (CEDS) to ensure resources are used efficiently and effectively.
- Rather than the burdensome and often confusing process to access other funding streams, the Small Town and Regional Vitality Investment Act will streamline this process for counties while empowering local leaders to build up their communities and create jobs in the process

Who will qualify?	<ul style="list-style-type: none"><li>• Small towns and local units of government representing a population of 30,000 or less are eligible to apply to their County Board for the competitive grants.</li></ul>
How will they apply?	<ul style="list-style-type: none"><li>• To receive the grants, counties will only need to submit a needs assessment, public engagement plan, and certify they are covered by a CEDS regional plan to ensure resources are spent efficiently and effectively.</li><li>• Letters of support from local, regional, state and federal elected officials may be encouraged to demonstrate broad support and accountability for the investments.</li></ul>
What can the funds be used for?	<ul style="list-style-type: none"><li>• affordable, quality child care and early education options</li><li>• fixing or constructing public infrastructure such as water treatment facilities and substance abuse treatment centers</li><li>• building housing for the local workforce</li><li>• deploying high speed broadband and internet connections</li><li>• protecting and enhancing health care services, including mental health care</li><li>• training skilled workers for the jobs of today and tomorrow; attracting and retaining talent</li><li>• creating more community amenities like art and music, sports, bike trails, and other outdoor recreational opportunities</li></ul>



\*The full legislative text and section-by-section summary can be located in Appendix: 2 of this document.

\*\* Resolutions of community support for the Small Towns Bill can be located in Appendix: 3 of this document.

## Tour Participants

The following is a list of the local and state government agencies and entities, non-profit and for-profit businesses and organizations, and many other individuals and institutions that participated in the Southern Minnesota Way of Life Tour. The responses they gave during the tour informed and inspired this document.

Disclaimer: The following groups may have participated in the Tour but may or may not endorse the findings of this document or the Small Town and Regional Vitality Investment Act as it is presented here. All the same, Walz and his Office greatly appreciate their participating in the democratic process.

Acentek	Blue Zones Project Albert Lea
AFGE Council of Prisons Local 0801	Bluff Country News
AFLCIO	Bolton & Menk, Inc.
African Asian Refugee Services Agency	Brown County
Albert Lea Public Schools	Brown County Sheriff's Office
Anderson, Skubitz & Coryell, PLLC	Butternut Valley Township
Associated Milk Producers Inc. (AMPI)	Caledonia
Austin Public Schools	Caledonia Area Public Schools
BEA Chamber of Commerce	Catholic Charities of Southern MN
Bedford Industries	Center for Community Vitality
BEVCOMM	Center for Rural Policy and Development
Blooming Prairie Area Chamber of Commerce	Le Center Chamber of Commerce
Blue Earth Area Schools	Chatfield Lutheran Church
Blue Earth Area Schools	Child Guide - Luverne Elementary School
Blue Earth Community Education	Christ Lutheran Church
Blue Earth County	City of Albert Lea
	City of Austin



Office of Congressman Tim Walz

City of Blooming Prairie

City of Blue Earth

City of Caledonia

City of Chatfield

City of Claremont

City of Darfur

City of Ellendale

City of Fairmont

City of Good Thunder

City of Goodview

City of Heidelberg

City of Houston

City of Jackson

City of Janesville

City of Kasson

City of Kiester

City of Lake Crystal

City of Lanesboro

City of Le Center

City of Le Sueur

City of LeRoy

City of Lewiston

City of Lonsdale

City of Luverne

City of Mabel

City of Mountain Lake

City of New Ulm

City of Nicollet

City of Owatonna

City of Preston

City of Rochester

City of Rushford

City of Spring Valley

City of Springfield

City of St. Charles

City of St. James

City of St. Peter

City of Stewartville

City of Vernon Center

City of Waldorf

City of Waseca

City of Windom

City of Winnebago

City of Winona

City of Worthington

Claremont Insurance Agency

Community and Economic Development  
Associates

Community Bible Church

Complete Insurance Services, Inc.

Connect the Grey

Construction Laborers Local 405

Cottonwood County Veterans Services

Counseling Services of Southern MN Inc.

Dairyland Power

Daley Farm of Lewiston

Office of Congressman Tim Walz

Des Moines Valley Health and Human Services

DMC EDA

Dodge County

Dodge County Environmental Services

ELM Homes

Enterprise North, Inc.

Exchange State Bank

Fairmont Area Chamber of Commerce

Fairmont Area Schools

Fairway Independent Mortgage Corp.

Faribault County

Faribault County Highway Department

Farmers and Merchants State Bank of Springfield

Federal Correctional Institution - Waseca

Federated Rural Electric

Fetherstone Farm

Field Crest Care Center

Fillmore County

Fillmore County Economic Development Authority

Fillmore County Journal

First Baptist Church

First Children's Finance

First Farmers & Merchants Bank

First Farmers & Merchants Bank

First National Bank

Freeborn County

Freeborn County Attorney's Office

Freeborn County Public Health

Freeborn Mower Cooperative Services

Future iQ

Gillette Children's Specialty Healthcare

Good Samaritan Society

Good Shepherd Lutheran Services

Good Thunder City Maintenance

Grand Meadow Senior Living

Greater Mankato Growth, Inc.

Greater MN Racial Justice Project - ACLU

Greenfield Lutheran Church

Haemig Family Dentistry

Hamline Students

Harmony Kids

Head Start - Tri-Valley Opportunity Council, Inc.

Heath Care for All Minnesota (HCAMN)

Hodgman Drainage Company

Hormel

House of Insurance, Inc.

Houston Chamber of Commerce

Houston County

Houston County Banner

Houston County News

Houston County Sheriff's Office

Houston Nature Center

Houston Public Schools

Office of Congressman Tim Walz

Human Services of Faribault & Martin  
Counties

Institute for Agriculture and Trade Policy

Jackson Area Chamber of Commerce

Jackson County

Jackson County Central School District

Jackson Federal Savings and Loan  
Association

Janesville United Methodist Church

Janesville Waldorf Pemberton School  
District

Kasson-Mantorville Schools

KSUM-KFMC Radio

Laborers Local #405

Lafayette-Nicollet Ledger

Lake Crystal ECFE

Lake Crystal Area Recreation Center

Lake Crystal Community Education

Lakeview Methodist Health Care Center

Land Stewartville Project

Lanesboro Public Schools

Lanesboro Public Schools

Le Roy-Ostrander School

Le Sueur Area Chamber of Commerce

Le Sueur County

Le Sueur-Waseca CHB

Lewiston EDA

Lewiston Journal

Lewiston-Altura Public Schools

LPEP (Leaders Partnering To End Poverty)

Luther Memorial Home

Luverne Area Community Foundation

Luverne Public School

Luverne Veterans Home

Madelia Area Chamber

Madelia Community Hospital and Clinic

Madelia Police Department

Madonna Towers of Rochester

Mankato Area Public Schools

Mapformation, LLC

Martin County

Mayo Clinic

Merchants Bank

Messiah Lutheran Church

MFU

MN Energy Cooperative

Minnesota Valley Action Council

Minnesota Administrators for Special  
Education

Minnesota Child Care Association

Minnesota Farm Bureau

Minnesota Farmers Union

Minnesota Soybean

Minnesota State College Southeast

Minnesota State University Mankato

Minnesota Valley Action Council

Minnesota Valley Health Center Nursing  
Home



Office of Congressman Tim Walz

Minnesota West Community & Technical College

MinnTex Citrus

MN DEED

MN Dept. of Veterans Affairs

MN State Veterans Cemetery

Monarch Healthcare Management

Mountain Lake Chamber of Commerce

Mountain Lake Public Schools

National Association of Rural Mental Health

Nettle Valley Farm

Nicollet Conservation Club

Nicollet County Public Health

Nobles County

NRHEG Secondary

Olmsted County

Olmsted County Community Services

One Block at a Time Daycare Center

Operating Engineers Local #49

Organic Valley

Papik Motors

Parker Oaks Communities

Parkview Care Center - Wells

Perfect Day Cakes & Bakery

Peterson Drug & Gifts

Pioneer Bank

Poellinger, Inc.

POET Biorefining - Bingham Lake

Preston Veterans Home Committee

Professional Ag Marketing Inc.

Profinium, Inc.

Project Fine

Realty Executive Associates

Region Nine Development Commission

Regional Center for Entrepreneurial Facilitation

Remember Rally, Inc.

Rice County HRA

Rice County Sheriff's Office

Ridgeview Le Sueur Medical Center

Riverland Community College

Riverview Winery

Rochester Area Chamber of Commerce

Rochester Community & Technical College

Rochester Diversity Council

Rochester Energy Commission

Rochester Public Schools

Rock County

Rock County Opportunities

Rock County Oral Health Task Force

Rock County Sheriff's Office

Rost Township

RS Fiber Cooperative

Rural Healthcare Coalition

Rushford Foods

Saint Mary's University

Sanford Health Worthington

Sanford Jackson Medical Center

Office of Congressman Tim Walz

Sanford Luverne

SE MN Labor Union Council

SE MN Together

SEMCAC

Small Business Development Center

SMOC Head Start

South Bend Township

South Central Human Relations Center

South Country Health Alliance

Southern Minnesota Initiative Foundation

Southern Plains Education Cooperative

Southwest Crisis Center

Southwest Health and Human Services

Southwest Initiative Foundation

Southwest Minnesota Housing Partnership

Southwest MN Private Industry Council,  
Inc.

Southwestern Minnesota Opportunity  
Council

Springfield School District

St. Charles Public Schools

St. Clair Public Schools

St. James Public Schools

St. Mary's Church

Steele County

Steele County Times

Stewartville Care Center

Stewartville Public Schools

Stewartville Sportsman's Club

Take Action MN

The Globe

The Houston Banner

The Oaks (Luverne)

Time to Delegate LLC

TLP, Co.

Traditions of Preston Assisted Living

Tri-City United School District

Tri-County Electric Cooperative

Twin River Center for the Arts

United Hospital District Inc.

USDA Rural Development

Waseca Area Chamber of Commerce

Waseca Arts Council

Waseca County

Waseca County Public Health

Waseca Public Schools

Watonwan County

Winona Chamber of Commerce

Winona Health

Winona State University

Workforce Development Inc.

Worthington Area Chamber of Commerce

Worthington Globe

Worthington Public Utilities

Xcel Energy

Appendix 1: Text of HR 6383

115TH CONGRESS

2D SESSION

**H. R. 6383**

To provide funds to enable counties to make competitive grants to qualified local units of government to address major community development and public infrastructure challenges, and for other purposes.

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IN THE HOUSE OF REPRESENTATIVES

JULY 16, 2018

Mr. WALZ introduced the following bill; which was referred to the Committee on Agriculture

---

**A BILL**

To provide funds to enable counties to make competitive grants to qualified local units of government to address major community development and public infrastructure challenges, and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,

**SECTION 1. SHORT TITLE.**

This Act may be cited as the “Small Town and Regional Vitality Investment Act”.

**SEC. 2. GRANTS FOR COUNTIES.**

**IN GENERAL.**—The Secretary of Agriculture, through the Rural Development Innovation Center, shall make a block grant in accordance with this Act to a county with a submission approved by the Secretary under section 3, for each year in the 5-year period during which the plan included in the submission is to be in effect.

**DEFINITIONS.**—In this Act:

**QUALIFIED LOCAL UNIT OF GOVERNMENT.**—The term “qualified local unit of government” means a town, city, village, township, or similar entity that has a population of no greater than 30,000 individuals.

**REGIONAL PLANNING ENTITY.**—The term “regional planning entity” means a regional planning commission, regional council, or council of governments.



SECRETARY.—The term “Secretary” means the Secretary of Agriculture.

### SEC. 3. SUBMISSION; CONSOLIDATED PLAN.

SUBMISSION.— A county that desires grants under this Act shall submit to the Secretary a consolidated plan that provides a broad overview of the projects for which the grants are to be used; identifies ways to engage residents of the county (including by holding public hearings, publishing information on available funds, or providing technical assistance for persons interested in applying for grant funds) throughout the process of applying for, and using grants provided under this Act; identifies specific areas in need of improvement in the county; describes the short- and long-term community and economic development objectives of the county; identifies the private, public, and nonprofit institutions that are willing and able to assist in carrying out the plan; has been developed in coordination with the regional planning entity for the area in which the county is located (or, if there is no such entity for the area, the Secretary), and using the Comprehensive Economic Development Strategy developed by the Economic Development Administration in coordination with the regional planning entity (or, if there is no such entity, the Secretary); specifies the 5-year period during which the plan is to be in effect; is submitted to the Secretary and the office of economic development of the State in which the county is located, not later than 45 days before the beginning of the 5-year period referred to in paragraph (7); and includes— a binding commitment from the State in which the county is located to provide the county with \$10 (from funds not provided by the Federal Government) to carry out the plan for each \$85 in funds provided to the county under this Act to carry out the plan; and a binding commitment from the county that the county will, alone or in combination with one or more local units of government in the county, expend a total of \$5 (from funds not provided by the Federal Government) for each \$85 in funds provided to the county under this Act to carry out the plan.

### APPROVAL; DISAPPROVAL.—

APPROVAL.—The Secretary shall approve a submission that meets the requirements of subsection (a) if— not less than 80 percent of the grants to be provided to the submitter under this Act would be distributed to one or more qualified local units of government through a competitive grant program, and the submitter would retain not more than 20 percent of the grants; the grants would be used, in accordance with the consolidated plan contained in the submission, to purchase, construct, improve, or operate essential community facilities (including health care facilities; public facilities, such as town halls, courthouses, airport hangers, or public transportation; community support services, such as workforce housing, child care centers, community centers, or transitional housing; public safety services; educational services, including classroom technological modernization; utility services, including environmental protection services such as sewage disposal, sanitation, and pollution abatement; local food systems; and local amenities), purchase equipment, and pay related project expenses, consistent with section 5; and the submitter demonstrates that there is substantial community support for the plan.



DISAPPROVAL.—The Secretary shall make available to the general public the reasons for the disapproval of a submission made pursuant to this section.

#### SEC. 4. ALLOCATION OF FUNDS.

IN GENERAL.—The Secretary shall allocate the amounts made available by this Act among counties with submissions approved under section 3, in accordance a formula prescribed by the Secretary in regulations, that the Secretary determines would best allow counties to address major community development and public infrastructure challenges. In developing the formula, the Secretary shall consider the following criteria:

- (1) Per capita income levels.
- (2) Population growth rates.

EVALUATION.—Every 2 years, the Secretary shall evaluate the effectiveness of the formula prescribed under subsection (a), and revise the formula, as necessary, to best enable counties to address major community development and public infrastructure challenges.

REPORT TO CONGRESS.—The Secretary shall submit to the Congress a report on each formula used under this section, which sets forth the formula and explains how allocating the amounts made available by this Act best achieves the purposes of this Act.

#### SEC. 5. LIMITATIONS; USE OF FUNDS.

LIMITATIONS.—A local unit of government to which a grant is made under this Act may not use the grant to discriminate against any person on the basis of race, color, sex, age, sexual orientation, or national origin; as matching funds to receive Federal funds under any other law; or in contravention of the requirements under sections 3141 through 3144, 3146, and 3147 of title 40, United States Code.

USE OF FUNDS.—A county to which funds are provided under this Act for a fiscal year shall reserve 1 percent of the funds for administration of the funds.

#### SEC. 6. ANNUAL ACTION REPORTS; AUDITS BY THE INSPECTOR GENERAL.

ANNUAL ACTION REPORTS.—By the end of each year for which a grant is made under this Act to a county, the county shall submit to the Secretary a report that identifies the development goals of the county for the succeeding year; contains a brief summary of the actions and Activities to be undertaken with funds provided under this Act, and identifies specific, measurable goals that match the priorities identified in the plan to be carried out using the funds; outlines the Federal and non-Federal resources that will be used in doing so; details the progress made by the county in achieving the goals identified as described in this subsection for the preceding year; and includes information on the amount of the grant provided to the county for the year covered by the report, and details on how the money was distributed for each project under the plan referred to in section 3.



AUDITS BY THE INSPECTOR GENERAL.—The Inspector General of the Department of Agriculture shall conduct periodic and random audits of the projects to which funds are provided under this Act.

SEC. 7. APPROPRIATION.

Out of any money in the Treasury of the United States not otherwise appropriated, there are appropriated \$10,000,000,000 for fiscal year 2019 and each succeeding fiscal year for grants under this Act.

## Appendix 2: Section-by-Section of HR 6383

Section-by-Section Analysis of H.R. 6383; the Small Town and Regional Vitality Investment Act of 2018

### **Section 2: Grants for Counties**

Section 2 gives the USDA Rural Development Innovation Center authority to make block grants to qualified Counties for the 5 years following enactment of the bill.

### **Section 3: Submission; Consolidated Plan**

Counties wishing to apply for the block grant must submit to USDA a consolidated plan which; provides a needs assessment, public engagement plan and certifies that the County is covered by a Comprehensive Economic Development Strategy. As part of the consolidated plan, the County must demonstrate both a state and local matching commitment of 10% and 5% respectively.

No less than 80% of the funds block granted to counties will be made available by the county to local units of government via a competitive grant program developed by the County.

The County may retain up to 20% of the block grant funds for county-based projects.

Identifies the broad categories by which local units of governments may use grant funds, including but not limited to; childcare, water treatment, workforce housing, healthcare services, worker training and local amenities.

If USDA disapproves a county submission they must make public the reasons for disapproval.

### **Section 4: Allocation of Funds**

The Secretary is required to develop a formula for needs-based allocation of funds. Every 2 years the Secretary will evaluate the effectiveness of the formula for achieving the goals of the legislation and report to Congress on the progress.

### **Section 5: Limitations; Use of Funds**

The grants may not be used to discriminate against any person on the basis of race, color, sex, age, sexual orientation or national origin. The grants may not be used as matching funds to leverage other federal monies. The grants may not be used in contravention of requirements under Davis-Bacon.

The county may retain up to 1% of funds for administration of the program.

### **Section 6: Annual Action Reports; Audits by the Inspector General**

At the end of each year, the County shall submit a report to USDA identifying goals, summarizing actions taken, outlining resources used and detailing progress made.

The USDA IG will conduct random and periodic review of projects funded under the bill.

### **Section 7: Appropriation**

\$10 billion per year for the 5 years of the bill's authorization.

### Appendix 3: List of Small Town Bill Resolutions of Community Support

City of Austin Resolution of Support

City of Blooming Prairie Resolution of Support

City of Houston Resolution of Support

City of Fergus Falls Resolution of Support

Fillmore County Resolution of Support

Southwest Regional Development Commission Resolution of Support

City of Darfur Resolution of Support

Dodge County Resolution of Support

City of Grand Meadow Resolution of Support

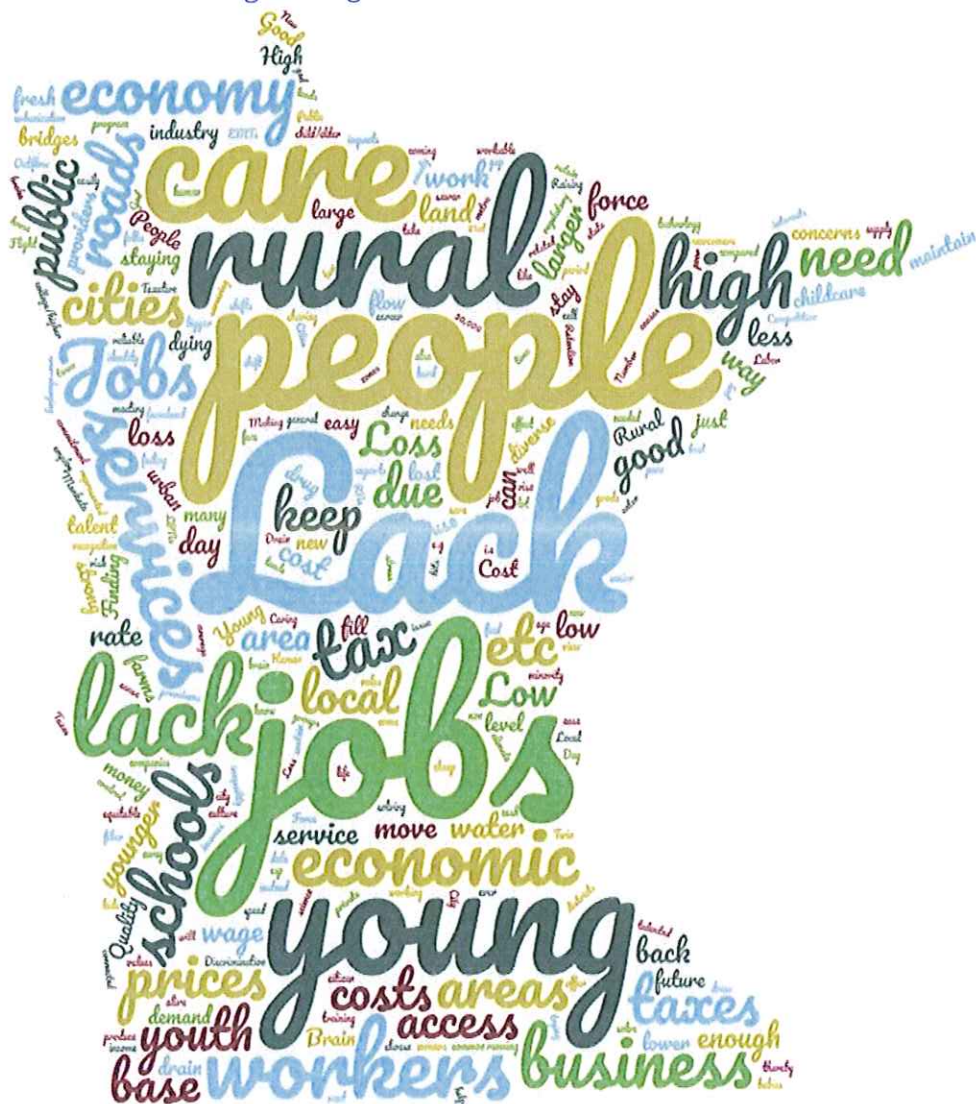
Economic Development Agency City of Grand Meadow Resolution of Support

City of Luverne Resolution of Support

City of Kasson Resolution of Support

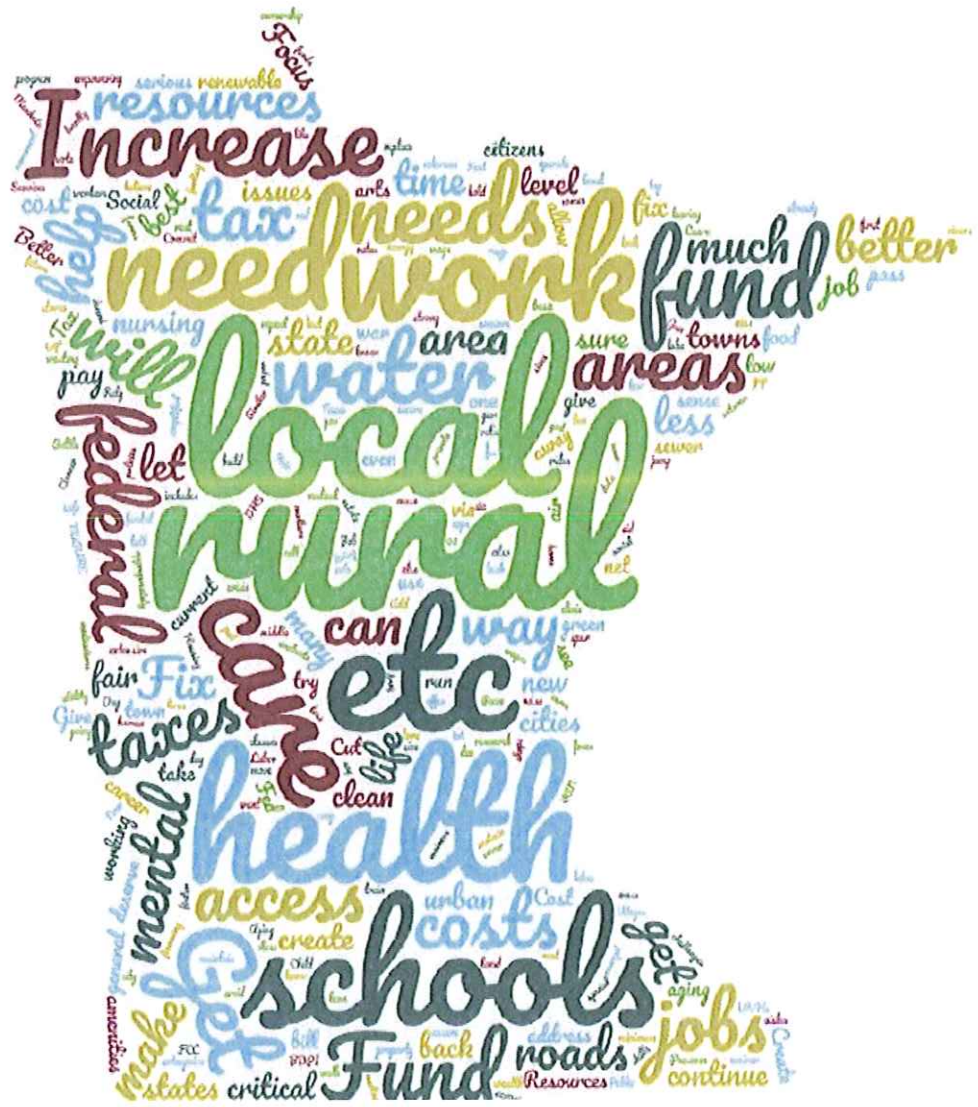


[illegible]





Q3: If you could wave a magic wand, what is the one thing you'd like the government to do or not do?





Dedicated to a Strong Greater Minnesota

January 2, 2019

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

Dear Ms. Coleman,

With just days until the new Minnesota Legislature convenes, the Coalition of Greater Minnesota Cities (CGMC) and its 97 member cities are hard at work meeting with new and returning legislators and members of Governor-elect Tim Walz's transition team to bring attention to the concerns facing our communities. Some of the top issues the CGMC is focusing on this session include:

- **Local Government Aid.** LGA is vital to helping cities across the state restrain property taxes and pay for critical services and staff, yet LGA funding has not kept pace with cities' rising costs. We are seeking a \$30.5 million increase to bring LGA back to its 2002 high-water level.
- **Child care.** The child care shortage has reached a crisis level in many parts of the state. We are working with legislators and other organizations to explore various options—which may include incentives and training opportunities for child care providers, infrastructure funding and regulatory reform—to address this challenge.
- **Clean water infrastructure.** We are urging the Legislature to pass a bonding bill this session that includes \$128 million for clean water infrastructure grant and loan programs to help cities pay for critical upgrades and repairs to their water treatment facilities.
- **Transportation.** We will be working again this year to secure additional funding for city streets — for both cities over and under 5,000 in population.

As we head into the session, I encourage you and your city to get involved with the CGMC and help us advocate for the needs of all Greater Minnesota communities. We are all stronger when we work together!

I am pleased to invite you and other officials from your city to join the CGMC for our **Legislative Action Day on Wednesday, January 30 in St. Paul**. Legislative Action Day is a great opportunity to learn more about issues that impact your community, interact with other Greater Minnesota city officials, and meet with legislators to discuss your city's needs and concerns. The day-long event culminates with a reception and dinner with legislators at Mancini's Char House.

To encourage more cities to get involved, the CGMC is waiving the registration fee and meal costs for city officials from cities that are not current CGMC members. Please see the attached flyer for more information about the event and how to register.

I look forward to working with you to help make Greater Minnesota even better. Please visit the CGMC's website at [greatermncities.org](http://greatermncities.org) for more information on our organization. If you have any questions, please contact me at [rjohnson@lptv.org](mailto:rjohnson@lptv.org) or 218-766-8783.

Sincerely,

Ron Johnson, Bemidji City Councilor  
President, Coalition of Greater Minnesota Cities





## COALITION OF GREATER MINNESOTA CITIES

# LEGISLATIVE ACTION DAY

Wednesday, January 30, 2019 • St. Paul, MN

**FREE for prospective members!** We are waiving the \$70 attendance fee for Greater MN city officials from cities that are not currently CGMC members. To register, contact Julie Liew at [RSVP@flaherty-hood.com](mailto:RSVP@flaherty-hood.com) or 651-225-8840. Registration deadline is Jan. 21.

### **BEST WESTERN CAPITOL RIDGE**

161 St. Anthony Avenue  
St. Paul, MN 55103

### **MANCINI'S CHAR HOUSE**

531 West Seventh Street  
St. Paul, MN 55102

### **STAYING THE NIGHT?**

The CGMC has reserved a block of rooms at the Best Western Capitol Ridge at a rate of \$139+tax. Call 651-227-8711 to book a room. Block closes Jan. 11.

- |         |  |
|---------|--|
| 10:00am | Registration Begins<br><i>Best Western Capitol Ridge</i>   |
| 10:30am | Legislative Update & Message for Legislators   |
| 12:00pm | Lunch with Speaker (Gov. Walz invited)   |
| 1:00pm  | Lobby at the Capitol Complex<br><i>*Members are responsible for scheduling their own meetings.</i> |
| 5:00pm  | Legislative Reception<br><i>Mancini's Char House</i>   |
| 6:00pm  | Dinner with Legislators  |





**Kasson Police Department**

19 East Main Street  
Kasson, MN 55944  
507-634-3881  
Fax: 507-634-4698

Department Head Meeting 12/20/2018

Shop with a Cop was held Monday December 17<sup>th</sup> and we had 11 kids out of 4 families, they are not part of Care and Share as we use a different selection process it was a fun and enjoyable evening. Participating was Kasson Police, Kasson Police Reserves a Dodge County Deputy and three MN State Patrol Troopers.

Katie Wilcox will not be here December 24<sup>th</sup> and 31<sup>st</sup>, so phones will be forwarded.

Council tour of PD January 17<sup>th</sup>.

DWI extra enforcement continues and goes through the 1<sup>st</sup> of the year.

Krista will be gone for 6 weeks starting December 18<sup>th</sup>.

We will be adding Matt Stradtmann to the full-time schedule.

Gary will be retiring 1<sup>st</sup> of the year we got him a nice plaque from Kasson Laser Graphics.

City of Kasson  
Department Head Meeting  
December 20th, 2018  
2:30 PM

Public Works

1. 4<sup>th</sup> Quarter Reviews are completed
2. Working with Enterprise on Lease Program – purchasing new trucks and fuel program
3. Christmas Lights were put up
4. Snow complaints and sidewalk complaints
5. Overtime for snow in November was \$1,980.94
6. Sweeper needs to go to Environmental Equipment for repairs
7. Working on basement of Rental Property
8. Power Outages – phones get overloaded
9. 2 storm sewer aprons along Masten Creek and W HWY 34 were repaired

Streets

1. Snow plowing, hauling snow, sanding
2. Tree work - removals
3. Equipment repairs and maintenance
4. Removed all pedestrian crosswalk signs for winter
5. Put spruce tip pots out on Main St
6. Cleaned up sweeper for winter storage

# ELECTRIC

## December Dept. Meeting

- 1) New Primary services are being done at Images on Metal and the new SEMCAC transit building and should be completed within the next few weeks.
- 2) Line clearance has been started and assisting Park Dept on certain trees near power lines.
- 3) GIS mapping has continued as time allows
- 4) Phase identification has been completed on the south half of our east feeder. We will be continuing to north and hope to have the system completed this winter.

## Water/Wastewater Department

Department head meeting Dec. 20<sup>th</sup>, 2018

- With the early cold temperatures this fall, the water system flushing was cut short.
- 2017 – 2018 street project is nearly complete, water and sewer is installed, and well 2 site is being restored this should be completed next year.
- The city pumped 15.2 million gallons of water from wells 4 and 5 in November.
- The city treated 28.2 million gallons at the wastewater treatment plant in November, of this 2.934 million was received from Mantorville.
- I am working with the city engineer and contractor for the removal of the biosolids from the reed beds, this should occur this winter.
- Punch list items are being completed at the WWTP, a few computer updates are needed.
- With the purchase of Hach DR3900 we will be able do more process control testing, this will allow us to keep better track of certain parameter within our permit.
- Installed water flush for grit removal system.
- Dan and I continued to do sanitary sewer manhole inspections.
- Jeff and Kaleb worked on tool box and water valve holder for new pickup truck.

## Department Head Meeting

December 20, 2018

### Park Department

1. Will be conducting interviews for the 22 new applicants who applied to work this coming summer at the Aquatic Center. Interviews will be on December 26<sup>th</sup>, 27<sup>th</sup>, 28<sup>th</sup> and the 31<sup>st</sup>. I also will be interviewing the 5 Supervisors who applied for this coming summer on the 31<sup>st</sup>.
2. Tree City USA application is due by the 31<sup>st</sup> of this month. I will be sending it in on Friday, the 21<sup>st</sup> to the state forester and then they will forward it on to the National Arbor Day Foundation in Nebraska to get recognized for our 38<sup>th</sup> consecutive year being named Tree City USA.
3. Adult Basketball League is still looking for a supervisor for the Sunday night league. I have sent out letters to the managers asking them if they have any one on their teams that would be interested in supervising the league. If no one responds back to me, we will have no league this year.
4. EAB Management Plan 2019 – Trugreen informed me last week that they will be injecting the Ash trees this year they injected two years ago. They will do the injections in late May early June. We have 20 Ash trees on city property that we inject. Roughly city wide, we have 12 resident homes that inject their boulevard trees and receive the 50/50 share cost with the city.
5. We have been removing boulevard trees that need to come down. So far, we have taken 23 trees down with a possible 25 more ash trees. We will be trimming the remaining trees that are on the list. We will remove the stumps in the spring-summer.

# ARENA

Kasson Dept Head Meeting 12/20/2018

- The October patron count was 6688 and November was 10,124 which is a total of 16,812.
- I have now found out that I need to get a permit from Mantorville township about placing this trailer(for the Vipers to use as a locker room). I met with Jay Kruger (CMS), Jim Elmquist, Dave Kenworthy and Melissa Devetter (all from Dodge County) about all of the things I need to get done before we can proceed. I am waiting for the setbacks before I can proceed with the next step which is meeting with the fire marshall. I let the Vipers know that it will not get done for this season but hope to have it all finalized so they can move into it by the beginning of next season.

DCYH was not offered a district or regional tournament this year so we will not have a big event the first weekend in March.

We have been utilizing some more of our morning ice as now the Bantam A team has booked several 6am practices along with the DC Boys JV team taking most of the mornings.

We had the outdoor ice going for about 5 days with some quality ice but now with this recent weather we are almost down to concrete throughout the entire rink.

We have booked the ice for the Return of the Robin, Girls High Performance 16 and 17s and Boys High Performance 14's and 15's and continue to work on more spring and summer programs.

LIBRARY  
**City Wide Department Head Meeting**  
**2:30 pm, Thursday, December 20, 2018**  
**KPL Report**

1. Hosted local author Sheryl Ness – discussed her book – 34 in attendance
2. Roof repair of the metal flashing on the front of the building caused by the heavy wet snow
3. Staff decorated the library for the holiday season and hosted Christmas in Kasson with about 40 children and parents. We had games and scratch off Christmas ornaments.
4. Textile donations totaled \$82.00.
5. Shop-with-a-Cop was held in the community room of the library.
6. Summer Reading Program planning has started. Fun Friday events have been scheduled and Kickoff Party in the library grounds has been set.
7. Have a person needing community service hours is putting hours at the library.
8. Have had several children come in for prizes for reading 1,000 books before kindergarten

Thanks,  
Art T.

Liquor Store Report 12/20/2018

We are ramped up and ready to go for what will be a very bust next 11 days. Hopefully, I have the exact amount of product on hand, so customers get what they want and I have bare bones inventory on January 1.

I have the system ready to add the county road tax as a separate line item beginning Jan 1. If any additional separate taxes are added I will have to change my software.

Two points of recent interesting research: As predicted by industry experts , Sunday sales in MN has not been an overwhelming tax boon to the state.

The beer industry has had a second consecutive year struggling, despite the number of SKU's being at a record high.

We are running some final inventory counts in different categories. The Auditor will be here on January 8 at 8 AM .





# KASSON FIRE DEPARTMENT

FIRE ✕ RESCUE ✕ EMS ✕ 101 E. MAIN STREET ✕ KASSON, MN 55944

12/17/2018

1600 HRS

Kasson Fire Department  
101 E Main St  
Kasson, MN 55944

## Letter of Correspondence & Record

**Subject:** old City Shop ( temporary Fire Hall )

City of Kasson  
401 5<sup>th</sup> ST SE  
Kasson, MN 55944  
Attn: City Administrator / Mayor McKern

Ms. Coleman ( Theresa ) / Mr. McKern ( Chris )

This letter of correspondence is the result of a request put forward by the City Council on Dec 12, 2018. Please be advised that in light of the short time interval from request levied, to having to provide information back to the City Council ( < 4 business days ), there was not sufficient time for me and my Officer Staff to research or engage: NFPA / OSHA / NIOSH / MDH / MN State Fire Code and other standards that might have yielded additional content associated to this correspondence.

Listed below, with only limited explanation and detail, is a tertiary list of challenges associated with the old City Shop at 101 E Main St ( temporary Kasson Fire Department - Fire Hall ).

### 1. Roof Deck / Side Walls

#### a. Holes and penetrations in Roof Deck / Side Walls

- i. Ingress of air and moisture penetration – see 1.a
- ii. Mold issues – see 1.a
- iii. Insulation damaged or missing – see 1.a
- iv. Unsecured ingress to structure – see 1.a
  1. Birds / Mice / Rats / Squirrels / other
    - a. Causing damage to structure
    - b. Causing damage to gear ( PPE / SCBA )
    - c. Causing damage to supplies / equipment
    - d. Present health issues for staff

#### b. No gutters on building

- i. Allowing ingress of water at apparatus doors causing slip hazard to staff / visitors

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# KASSON FIRE DEPARTMENT

FIRE \* RESCUE \* EMS \* 101 E. MAIN STREET \* KASSON, MN 55944

2. Public Building - Restrooms
  - a. 1 restroom
    - i. Insufficient for staff & guest use
    - ii. Insufficient for mix staff & guest use ( M / F )
  - b. Not ADA compliant
3. HVAC
  - a. Heating
    - i. Heating system in W apparatus bays - antiquated and has issues / problems
    - ii. Heating system in E apparatus bays - antiquated and has issues / problems
  - b. Ventilation
    - i. No ventilation in the apparatus bays W & E of the structure
    - ii. No ventilation in the Bunker Rm
  - c. AC
    - i. Offices / Meeting Rm / Kitchen / Bathroom / Hallway / Bunker Rm – single zone
4. Illumination
  - a. Lighting fixtures throughout the structure are in need of replacement / upgrade
5. Apparatus Door Openers
  - a. Need to replaced – not properly sized for load/mass of doors
6. Egress Doors
  - a. Original construction
  - b. Damaged / Rusting / Leaking
7. Eye Wash / Deluge Station
  - a. Need of repair / replacement
8. Electrical
  - a. No permanent emergency generator with auto-transfer switch
  - b. Power via extension cords used to charge apparatus batteries
  - c. Structure wiring / power / outlets – not adequate / sufficient for current needs
9. Space
  - a. Insufficient storage for gear / supplies / equipment
    - i. Need proper placement / staging for immediate use
    - ii. Need proper protection from dust / dirt / moisture / animals
  - b. Bunker Rm
    - i. No separation area from Meeting Rm / Kitchen
      1. Cross-contamination issues of turnout gear / PPE to area
    - ii. No room for expansion / adding of staff and associated gear

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- c. Meeting Rm
  - i. Not properly sized for current / future needs
    - 1. Currently staff members need to stand in kitchen during meetings
    - 2. Compounded issue as staff are added
- d. Maintenance Space
  - i. No area for maintenance of gear / tools / equipment
  - ii. No area for cleaning on gear / tools / equipment
  - iii. No area for storage of items / tools / supplies for 9.e.i & 9.e.ii
- e. Training Area / Rm
  - i. No dedicated area for Training / Presentation purposes
  - ii. Currently using Meeting Rm – but staff need to stand in kitchen
- f. Office Space
  - i. Inadequate for the number of officers
  - ii. Deputy Chief / Admin / Captains / Training Officers sharing ~100 sq. ft
- g. Kitchen
  - i. Too small for current and future staffing levels
  - ii. Outdated / undersized appliances
- h. Shower / Locker Areas ( M / F )
  - i. No area to properly DECON post fire or other event
  - ii. Cross-contamination to POV's / personal residents / family occurring by not having facilities available
- i. Facility - Front Apron
  - i. Asphalt apron too short for apparatus to be staged for washing / maintenance
    - 1. Staff are at risk of injury by passing motorists
- j. Bio-Hazard
  - i. No area to properly store / contain / dispose

Again – the content provided is the result of a quick walk-through sighting the condition and current operational challenges of the structure.

Should you have any questions – please feel free to contact me @ 507-421-0040

Respectfully

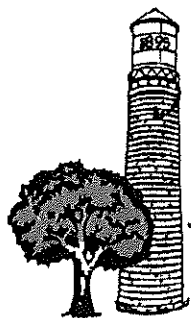
Joe Fitch - Fire Chief

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## Finance Director Report

December 20, 2018

1. November Financials
2. 2019 Budgets
3. Vehicle Mileage History
4. Sales Taxes
5. Year end
6. Invoices- by Friday December 28<sup>th</sup> (if not sooner) and then by Wednesdays
7. Work Comp rates
8. Preliminary audit 1/8/19
9. Enterprise fuel program 11/1/19



TREE  
CITY  
USA

# CITY OF KASSON

401 FIFTH STREET SE  
KASSON, MINNESOTA 55944-2204  
PHONE: (507) 634-7071  
FAX: (507) 634-4737

## MEMO

To: Mayor and City Councilmembers

From: Nancy Zaworski

Date: January 4, 2019

Re: Expense Account Codes

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Attached is a listing of the expense account codes for use when looking at the claims lists. If you wish, please see me for a quick walk through of how they apply.



AN EQUAL OPPORTUNITY EMPLOYER

## EXPENSE ACCOUNT CODES

## FUNDS

101	General Fund
211	Library Fund
225	EDA Financial Assistance Fund
290	Economic Development
601	Water Fund
602	Sewer Fund
604	Electric Fund
605	Storm Water
606	Ice Arena
609	Liquor Fund
610	Maple Grove Cemetery
875	Community Policing Fund
877	Festival in the Park

(There are other debt service,  
constr, fund #'s)

## DEPARTMENTS/ACCOUNTS

4111	Council
4113	Ordinances and Proceedings
4131	Mayor
4140	City Clerk
4141	Elections
4151	Financial Administration
4153	Accounting
4155	Assessing
4160	Law-Legal Services
4191	Planning & Zoning
4192	Data Processing
4193	Cable TV
4194	General Govt Buildings
4195	Government Buildings and Library
4196	General Engineering
4210	Police
4220	Fire
4240	Building Inspection
4270	Animal Control
4310	Highways, Streets, Roadways
4311	Paved Streets
4312	Ice & Snow Removal
4316	Street Lighting
4317	Sidewalks
4323	Waste Collection & Disposal
4326	Weed Control
4417	Health
4510	Parks & Recreation
4513	Playgrounds
4514	Swimming Pool
4516	Ice Arena
4517	Other Recreational Faciliti
4522	Park Areas
4524	Forestry & Nursery
4526	Historic Watertower
4527	Dodge County Arena
4550	Library
4650	Community/Economic Developm
4680	Capital
4710	Debt Service
4920	Unallocated Expenditures
4941	Power & Pumping
4943	Distribution
4944	Administration
4947	Sewer Plant
4948	Sewer Distribution
4949	San Sewer-Admin/General
4956	Power Supply
4957	Transmission/Distribution
4958	Customer Account/Mtr Reader
4959	Administration & General
4963	Storm Public Works
4964	Storm Admin
4975	Merchandise
4976	Manager
4977	Cashiers
4978	Janitor
4979	Buildings & Maintenance
4984	Cemetery Operations
4997	Depreciation
4999	Other Expense

(the other designation in the expense  
account # is a 3 digit code equal to the  
4-digit code listed above, less the beginning "4")

## EXPENSES (Object Codes)

101	FULL-TIME EMPLOYEES - REGULAR
102	FULL-TIME EMPLOYEES - OVERTIME
103	PART-TIME EMPLOYEES
104	Canine
121	EMPLOYER PERA CONTRIBUTIONS
122	EMPLOYER FICA CONTRIBUTIONS
123	EMPLOYER MEDICARE CONTRIBUTION
130	EMPLOYER PAID INSURANCE
142	UNEMPLOYMENT BENEFIT
150	WORKER'S COMPENSATION
160	LIABILITY INSURANCE
210	OPERATING SUPPLIES
211	CHEMICALS
212	MOTOR FUELS
214	UNIFORMS
216	PERIODICALS
218	BOOKS
219	AUDIO VISUAL
220	REPAIR/MAINTENANCE SUPPLIES
240	SMALL TOOLS/MINOR EQUIPMENT
251	LIQUOR
252	BEER
254	MISC TAXABLES (SOFT DRINKS,ETC
257	ICE
259	NON-TAX MISC (O.J., ETC)
260	METERS
261	MERCH FOR RESALE-TAX
262	COST OF CONCESSIONS
270	TRANSFORMERS
301	AUDITING/ACCOUNTING
303	ENGINEERING FEES
304	LEGAL FEES
305	ASSESSING FEES
309	EDP, SOFTWARE & DESIGN
321	TELEPHONE
325	COMMUNICATION-OTHER
330	TRAINING
331	TRAVEL/MILEAGE
332	ADMINISTRATOR MEETINGS & CONF
333	STAFF MEETINGS & CONFERENCES
334	MEMBERSHIP DUES AND FEES
335	FREIGHT
343	OTHER ADVERTISING
351	LEGAL NOTICES PUBLISHING
352	GENERAL NOTICE/PUBLIC INFO
353	ORDINANCE PUBLICATION
360	INSURANCE
370	MAINTENANCE/SUPPORT FEES
380	UTILITY SERVICES
381	PURCHASED POWER
400	REPAIRS & MAINTENANCE
410	RENTALS
429	CIP PROGRAM
430	OTHER SERVICE/CHARGES-MISC.
431	Grants
433	MMUA SAFETY PROGRAM
437	LOCATES
438	CREDIT CARD FEES
439	CASH SHORT
440	PROFESSIONAL SERVICES
441	LIBRARY PROGRAMS
442	MISS KASSON-FESTIVAL
444	OTHER CONTRACTUAL SERVICES
530	IMPR OTHER THAN BUILDINGS
540	HEAVY MACHINERY
570	OFFICE EQUIP AND FURNISHINGS
580	OTHER EQUIPMENT
601	BOND PRINCIPAL
611	BOND INTEREST
613	Customer Interest
620	PAYING AGENT FEES
710	RESIDUAL EQUITY TRANSFERS
720	OPERATING TRANSFERS