

KASSON CITY COUNCIL REGULAR MEETING AGENDA

Wednesday, October 12, 2022

6:00 PM

PLEDGE OF ALLEGIANCE

6:00 A. COUNCIL

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

a. Minutes from September 14 and September 28, 2022

b. Claims processed after the September 28, 2022 regular meeting, as audited for payment

c. Resolution Accepting Donations to the Fire Department

d. Committee/Commission/Board Minutes:

i. Fire Department Minutes - October 2022

ii. Park Board Minutes Sept – DRAFT

e. Pay Estimate

i. Fairgrounds Water Tower	Maguire Iron	Est. #8	\$114,950.00
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ii. Lions Park and Library Lot	SL Const	Est #2	\$101,314.22
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f. Resolution Certifying Delinquent Claims to the County Auditor

g. Resolution Accepting Donations to Support the D.A.R.E. Program

h. Evaluations:

i. Steve Burke	Public Works	At Top of Scale	\$28.23
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i. Resolution Accepting Donations to the Kasson Fire Department from the Kasson Liquor Store

B. VISITORS TO THE COUNCIL

1. Gordy Simanton – SolarStone

C. MAYOR'S REPORT

D. 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.

E. PUBLIC HEARING

F. COMMITTEE REPORT

1. EMS Committee
 - a. Dogs at Large
 - b. Rental Licensing

G. OLD BUSINESS

1. Discussion on Sunday Liquor

H. NEW BUSINESS

1. Energy Audit and Efficiency
2. Tennis Courts

I. ADMINISTRATOR'S REPORT

1. Report
 - a. Ambulance Building

J. ENGINEER'S REPORT

K. PERSONNEL

1. Retirement of Dan Trapp

L. ATTORNEY

M. CORRESPONDENCE

1. Calls for Service – PD September
2. Quarterly SCDP Report
3. Department Head Meeting Reports
4. Congressman Finsted's Listening Tour
5. Approved Tax Levy Resolution sent to County

N. ADJOURN

KASSON CITY COUNCIL REGULAR MEETING MINUTES

Wednesday, September 14, 2022

6:00 PM

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 14th day of September, 2022 at 6:00 PM.

THE FOLLOWING MEMBERS WERE PRESENT: Burton, Christensen, Eggler, Ferris and McKern

THE FOLLOWING MEMBERS WERE ABSENT: None

THE FOLLOWING WERE ALSO PRESENT: City Administrator Timothy Ibisch, City Clerk Linda Rappe, Community Development Assistant Ian Albers, City Engineer Brandon Theobald, City Attorney Melanie Leth, Police Chief Josh Hanson, Finance Director Nancy Zaworski, Paul Johnson, Dave Dubbels, Matt Durand, Johan Marsland, Dean George – Kwik Trip and Tim O'Marro.

PLEDGE OF ALLIEGANCE

APPROVE AGENDA

Add: G.3 Library Punchlist

Add: J.1 Project Updates

Move G.2 to Mayor's Report

Motion to Approve the Agenda as amended made by Councilperson Christensen, second by Councilperson Ferris with All Voting Aye

CONSENT AGENDA

Minutes from August 24, 2022

Claims processed after the August 24, 2022 regular meeting, as audited for payment in the amount of \$665,582.16

Evaluations:

Jeff Ulve	W/WW Oper II	At top of scale grade 9 \$32.31	
Jesse Kasel	SRO	Inc to Grade 12 Step 7 \$39.62	eff 8/29/22
Jason Peck	Police Sergeant	Inc to Grade 13 Step 7 \$42.38	eff 8-29-22
Nancy Zaworski	Finance Director	At top of scale Grade 16 \$51.90	

Committee/Commission/Board Minutes:

Park Board Minutes – DRAFT – August

Pay Estimate – Pay Request #1 SL Contracting Lions Park and Library Parking lots \$87,257.64

Pay Estimate – Pay Request #7 Maguire Iron Fairgrounds Water tower \$223,250.00

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

VISITORS TO THE COUNCIL

American Legion – Event Permits and Temporary Liquor Licenses for Oct 8 and Oct 15 – The Mayor stated that the Legion has had two requests for temp liquor licenses for two weekends in a row in October and the

State Board of Alcohol and Gambling rules states there cannot be two temp liquor licenses within 30 days of each other. The event on the 15th agreed to keep everything on the property so that no extra license is required. The event permit and temp liquor license for the event on Oct 8 is approved.

American Legion Request to serve liquor earlier than 11AM on a Sunday for a Special Event Oct 2. This should be added as discussion for the first meeting in Oct.

MAYOR'S REPORT

Hayes Water dispute – Mayor made a recommendation is to only charge for the average water usage and forgive the excess water. Councilperson Egger asked if the new meter was working correctly. Ibisich stated that the water usage is back to normal.

Mr. Hayes read a statement regarding how he felt treated badly by the city. Why are meter readings rounded to the 1000.

Motion to Direct Staff to Come up with the Average Usage and Waive Anything Over the Average to be Forgiven made by Mayor McKern, second by Councilperson Burton with all Voting Aye.

PUBLIC FORUM

PUBLIC HEARING

Easement Vacation for Kwik Trip – Administrator Ibisich stated that there is a current easement that is needing to be vacated. The easement goes directly through the new Kwik Trip site and needs to be vacated and a new easement is drawn into the plat. Councilperson Ferris questioned the date on the resolution and that will be corrected.

Public Hearing Opened

No comments

Public Hearing Closed

Motion to Approve the Easement Vacation with the Correction of the Date made by Councilperson Burton, second by Councilperson Egger with All Voting Aye.

#9.1-22

***Resolution Vacating Dedicated Utility Easement
(on file)***

COMMITTEE REPORT

Planning Commission

Kwik Trip – Prelim and Final Plats, Development Agreement and Petition and Waiver – Administrator Ibisich stated that the biggest discussion item was the screening either vegetative or fencing. Dean George the Kwik Trip representative stated that they are open to vegetative or hard screening whatever we choose.

Motion to Approve the Preliminary and Final Plats for Kwik Trip and the approval of the Development Agreement and Petition and Waiver to be approved by staff made by Councilperson Burton, second by Councilperson Ferris with All Voting Aye.

#9.2-22

***Resolution Approving the Preliminary and Final Plat for Kwik Trip 1194 Subdivision
(on file)***

Fence CUP – Community Development Assistant Ian Albers gave the background, included is a staff report and a map. The public hearing was held at the Planning Commission meeting Monday, September 12 and the resolution has four conditions. All access agreements were signed by the neighbors this morning.

Motion to Approve putting the fence on the property line at 901 9th St. NW made by Councilperson Egger, second by Councilperson Burton with All Voting Aye.

#9.3-22

***Resolution Approving a Conditional Use Permit to Allow a Fence on the Property Line to the South, West, and North of 901 9th St NW
(on file)***

Golden Kernel Preliminary Plat – Administrator Ibisch gave background where they are splitting off a current homestead that is on the property and they have created Zumbro Valley Park Subdivision. The homestead will have conditions once the land is developed regarding hooking to city services and road access. Staff is recommending deferring the park dedication until the land is developed. **Motion to Approve the Preliminary and Final plats for Zumbro Valley Park made by Councilperson Christensen, second by Councilperson Egger with All Voting Aye.**

#9.4-22

***Resolution Approving the Preliminary and Final Plat for Zumbro Valley Park
(on file)***

OLD BUSINESS

2022 Tax Levy Collectible in 2023 and 2023 Budget – The Mayor went through cuts that he has suggested making to get the increase to a 4%. Finance Director Zaworski stated that at the December levy setting we can only go down, it cannot go up. Mayor stated that you need to have at least a 3 1/2-year vision not just a next year focus. Enterprise funds are not included in the levy.

Community Input opened

Johan Marsland – 703 Southfork Place – he appreciates the efforts made to minimize the budget increase. Community input closed.

Councilperson Burton stated that his target was within the 4 or 5 % range. Councilperson Christensen asked if the fire dept referendum fails would the 2.7% come off, the Mayor stated that it would, and we go back to the drawing board to find out what the people want to support.

Resolution Approving Preliminary Tax Levy Collectible in 2023 – Motion to Approve the Resolution with the corrected numbers and to Approve the 2023 Preliminary Budget made by Councilperson Egger, second by Councilperson Christensen with All Voting Aye.

#9.5-22

***Resolution Approving Preliminary 2022 Tax Levy Collectible in 2023
(on file)***

Library Punchlist – Councilperson Ferris stated that there are 20 unfinished repairs made by the subcontractor and the Library Board is concerned that the sub will not come back. Mayor stated that ICS is responsible for finishing. Tim stated that we hold back a percentage to make sure that the project is finished.

NEW BUSINESS

Proposed Amendments to Chapter 110: Alcoholic Beverage Ordinance – Administrator Ibisch stated that the City's ordinance does not cover brewpubs and taprooms.

Resolution Calling for Public Hearing – Motion to Call a Public Hearing made by Councilperson Ferris, second by Councilperson Burton with All Voting Aye.

#9.6-22
Resolution Calling A Public Hearing
(on file)

Set Fee for Brewpub and Taproom - The council would challenge staff to make sure that the fee covers all staff time. The Council wanted the fees to cover all staff time.

ADMINISTRATOR'S REPORT

Report – Tim highlighted his report.

MMUA Changes – Tier 2 where we would get 12 days a year and this would be more cost effective.

ENGINEER'S REPORT

Project Updates – Komet acres is paved and lots available and same with Kasson Meadows.

Park place Apartments – utility extension will be starting in October

Lions Park parking lot and the Library parking lots paving should begin shortly

Hwy 57 will be opened this fall and closed again in the spring and completed by July 1, 2023

SRTS there has been a preconstruction meeting and should be starting soon.

Water tower at the fairgrounds is starting to be constructed but will not be painted until spring.

Finalizing 16th St roundabout with MnDOT and Kwik Trip north and excel will be relocating their power lines
Dodge County is doing a cover project at the landfill and they are building a reuse facility next year south of the landfill.

PERSONNEL

Retirement of Ron Unger Park and Recreation Director - Motion to Accept Ron Unger's Retirement and Thanked him for 34 years of service made by Councilperson Egglar, second by Councilperson Ferris with All Voting Aye.

ATTORNEY

CORRESPONDENCE

Correspondence was reviewed

Finance Director Zaworski stated that the press release is from Moody's upgrading Kasson general obligation bond rating to Aa3 from A1.

ADJOURN 7:03PM Motion to Adjourn made by Councilperson Egglar, second by Councilperson Ferris with all Voting Aye to Adjourn.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

KASSON CITY COUNCIL REGULAR MEETING MINUTES

Wednesday, September 28, 2022

6:00 PM

Pursuant to due call and notice thereof, a regular City Council meeting was held at City Hall on the 28th day of September, 2022 at 6:00 PM.

THE FOLLOWING MEMBERS WERE PRESENT: Burton, Egger, Ferris and McKern

THE FOLLOWING MEMBERS WERE ABSENT: Christensen

THE FOLLOWING WERE ALSO PRESENT: City Administrator Timothy Ibisch, City Clerk Linda Rappe, City Engineer Brandon Theobald, City Attorney Melanie Leth, Finance Director Nancy Zaworski, Paul Johnson and Dave Dubbels.

PLEDGE OF ALLIANCE

APPROVE AGENDA

Motion to Approve the Agenda as presented made by Councilperson Egger, second by Councilperson Ferris with All Voting Aye

CONSENT AGENDA

Minutes from September 14, 2022

Claims processed after the September 14, 2022 regular meeting, as audited for payment in the amount of \$1,263,057.40

Evaluations:

Nancy Hackenmiller Library Assistant At Top of Scale Grade 3 Step 7 \$21.53

Committee/Commission/Board Minutes:

Fire Department Minutes - September

Library Board Minutes - August

Motion to Approve the Consent Agenda made by Councilperson Burton, second by Councilperson Egger with All Voting Aye

VISITORS TO THE COUNCIL

MAYOR'S REPORT

PUBLIC FORUM

PUBLIC HEARING

Alcohol Ordinance Section 110 Addition – Administrator Ibisch stated that this is to add sections “K” and “L” regarding Taprooms and Brew Pubs.

Open Public Hearing

No Comments

Public Hearing Closed

Motion to Approve the Ordinance made by Councilperson Ferris, second by Councilperson Burton with All Voting Aye.

Ordinance #9.1-22

***Ordinance Amending the Kasson Code of Ordinances Alcohol Licensing Section 110
(on file)***

COMMITTEE REPORT

OLD BUSINESS

Set Fee for Taproom on-sale – Staff is recommending setting the Taproom On-Sale at \$275 and this reimburses the City for expenses. **Motion to Approve made by Councilperson Burton, second by Councilperson Egglar with All Voting Aye.**

Xcel Agreement – Administrator Ibisch stated that this is progressing, and we will be seeing a little less cost for the movement of the poles for the extension of 16th St. The poles should be moved in November so that the round-about can be built in the spring of 2023 and finished by fall of 2023.

Tax Sale Worksheet DeGroot Property – This is a potentially buildable lot. Administrator Ibisch asked the Council if they had any interest in acquiring this lot. Mayor McKern is not excited about acquiring land that we do not have a plan for. Ibisch stated if the city had a HRA then we may be more interested. Councilperson Egglar asked about checking with Habitat for Humanity or SEMMCHRA to see if they want it. The County is offering it to us first. Mayor McKern suggested letting the County see if they can sell it and if they can't then we can take a closer look at it.

NEW BUSINESS

Billboard Lease – Administrator Ibisch stated that the City currently owns a billboard on the vail property and the company has expressed interest in continuing to lease it. The City Attorney has looked at this and has some language she would like to add and if we want to keep the billboard. The Council would like to have the City Attorney review this and add comments and then bring back to see what we want to do.

ADMINISTRATOR'S REPORT

Report – Tim highlighted his report.

White Paper regarding electric increases.

Water service questions – this is the answer to the question asked by the resident at the last city council meeting.

ENGINEER'S REPORT

Project Updates – Update on next street project would be about \$1M in street work. It will be mill and overlay or reclaim and pave. 6th Ave from 3rd St up to 7th St, behind Plaza 57 and 4th Ave NE from 1st St. to 7th St. and 2nd St SW. There is a spot of sewer and utility behind Plaza 57 that may need replacing and he is working through that with the Public Works Director.

PERSONNEL

Retirement of Patricia Shafer-Gottschalk – Library Director - Effective 12/31/22 – Motion to Accept the Retirement with Thanks for Her Dedication to Library and Service to the City, made by Mayor McKern, second by Councilperson Ferris with All Voting Aye.

Retirement of Nancy Zaworski – Finance Director – Effective 12/15/22 – Motion to Accept the Retirement with Thanks for Her Dedication to the City and Service to the City made by Councilperson Egglar, second by Councilperson Ferris with All Voting Aye.

Administrative Assistant Hiring Recommendation – The interview committee interviewed 4 candidates and recommends Jessica Gunderson who has experience with utility billing. **Motion to Hire Jessica Gunderson**

with a Start Date of October 10 and at Grade 6, Step 1 - \$21.79 made by Councilperson Egger, second by Councilperson Burton with All Voting Aye.

Councilperson Egger asked that the whole Council see the job descriptions. Ibisch will email them out to the Council for review. The City does not anticipate any union concerns.

ATTORNEY

CORRESPONDENCE

Correspondence was reviewed

ADJOURN 6:30PM Motion to Adjourn made by Councilperson Egger, second by Councilperson Ferris with all Voting Aye to Adjourn.

ATTEST:

Linda Rappe, City Clerk

Chris McKern, Mayor

SIGNATURE PAGE

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

THIS INCLUDES WARRANT NUMBERS:

#1 - #4

GRAND TOTAL SUBMITTED FOR PAYMENT \$ 803,270.45

DATE APPROVED: 10-12-2022

#1	\$10,554.00	
#2	31,148.31	
#3	525,000.00	(includes funds transfer)
#4	<u>236,747.65</u>	
	\$803,449.96	
	<u>- 179.51</u>	(VOID CHECK - Fund 604)
	\$803,270.45	

09/30/22
07:13:38

CITY OF KASSON
Claim Approval List
For the Accounting Period: 9/22
For Pay Date: 09/30/22

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Report ID: AP100V

For Pay Date = 09/30/22
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
40190		3674 CANADIAN PACIFIC RAILWAY CO.	120.00						
		2600-20001 09/13/22 ANN'L LIC-SAN SEWER CROSSI	120.00			602 948 4948	430		1010
		Total for Vendor:	120.00						
40191		82 CHS INC	369.56						
		441IH5944 08/08/22 SODIUM BICARBONATE	107.10			101 514 4514	210		1010
		441IH6320 08/23/22 GRASS SEED	204.00			602 948 4948	220		1010
		08/31/22 16.447 GAL UNLD-STREETS	58.46			101 310 4310	212		1010
		Total for Vendor:	369.56						
40194		5289 FIRST SYSTEMS TECHNOLOGY INC	2,433.80						
		22550 08/08/22 INSTALL & PROG WELL 2 AMP BRD	2,433.80			601 943 4943	400		1010
		Total for Vendor:	2,433.80						
40192		6508 HAYES, SIMON	80.00						
		09/28/22 PLUMBER ASSMNT OF WATER USE	80.00			601 943 4943	430		1010
		Total for Vendor:	80.00						
40193		3825 JOHN DEERE FINANCIAL f.s.b.	377.97						
		B&WIK12161 09/01/22 FITTING/HYD HOSE	129.00			101 524 4524	430		1010
		B&WIK12255 09/06/22 BLADE NOTCH	79.47			605 963 4963	220		1010
		B&WIK12507 09/14/22 COUPLINGS	169.50			101 522 4522	220		1010
		Total for Vendor:	377.97						
40195		5881 NAPA AUTO PARTS	1,144.75						
		438462 05/17/22 BATT CBLs/BATT CBL LUG/HEAT SH	117.55			602 948 4948	220		1010
		439177 05/25/22 WIP BLADES	48.48			101 522 4522	220		1010
		359675 05/26/22 SWITCH-ROCKER	14.87			101 522 4522	220		1010
		440742 06/15/22 FRNT BRAKE PADS	103.22			604 957 4957	220		1010
		440742 06/15/22 SALES TAX	7.10			604 957 4957	220		1010
		440742 06/15/22 SALES TAX	-7.10			604 2025			1010
		440742 06/15/22 D C TRANSIT TAX	0.52			604 957 4957	220		1010
		440742 06/15/22 D C TRANSIT TAX	-0.52			604 2026			1010
		440785 06/15/22 EXHAUST FLEX TUBING/EXH PIPE C	59.39			101 310 4310	220		1010
		444635 08/02/22 BATTERY/CORE DEP/CONDENSER/GRI	136.83			101 220 4220	220		1010
		444800 08/04/22 BATTERY	107.87			602 947 4947	210		1010

09/30/22
07:13:38

CITY OF KASSON
Claim Approval List
For the Accounting Period: 9/22
For Pay Date: 09/30/22

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Report ID: AP100V

For Pay Date = 09/30/22

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
	444850	08/05/22 DEF	132.50			101 310 4310	220		1010
	444850	08/05/22 DEF	132.50			604 957 4957	220		1010
	444850	08/05/22 SALES TAX	9.10			604 957 4957	220		1010
	444850	08/05/22 SALES TAX	-9.10			604 2025			1010
	444850	08/05/22 D C TRANSIT TAX	0.66			604 957 4957	220		1010
	444850	08/05/22 D C TRANSIT TAX	-0.66			604 2026			1010
	444851	08/05/22 RB SLTD SCRWD RV	7.69			602 947 4947	240		1010
	444852	08/05/22 OIL FILTER/SYNTH OIL	35.67			101 210 4210	220		1010
	445229	08/10/22 FUEL OIL MIX	11.98			101 522 4522	220		1010
	445484	08/12/22 DAYTIME RUN LIGHT	31.48			101 210 4210	220		1010
	445818	08/17/22 OIL FILTER/SYNTH OIL	50.36			101 210 4210	220		1010
	446324	08/24/22 CAMPER TOP SEAL-REED BEDS	92.97			602 947 4947	220		1010
	446714	08/29/22 OIL FILTER	7.99			601 943 4943	220		1010
	466786	08/30/22 OIL FILTER/SYNTH OIL	48.41			101 210 4210	220		1010
	446891	08/31/22 P D PURCHASE	4.99			101 210 4210	220		1010
		Total for Vendor:	1,144.75						
40200		6509 ORIGIN WINE & SPIRITS	227.80						
	18370	09/08/22 WINE	224.00			609 975 4975	251		1010
	18370	09/08/22 FREIGHT	3.80			609 975 4975	335		1010
		Total for Vendor:	227.80						
40196		153 STUSSY CONSTRUCTION INC	130.70						
	47276	08/31/22 3/4" ROAD ROCK	130.70			601 943 4943	220		1010
		Total for Vendor:	130.70						
40197		5818 WEX Bank	4,202.41						
	83785193	09/23/22 132.505 GAL UNLD-ELECTRIC	445.72			604 957 4957	212		1010
	83785193	09/23/22 62.067 GAL UNLD-PARKS	217.28			101 522 4522	212		1010
	83785193	09/23/22 784.543 GAL UNLD-P D	2,718.88*			101 210 4210	212		1010
	83785193	09/23/22 63.208 GAL UNLD-STREETS	222.35			101 310 4310	212		1010
	83785193	09/23/22 84.840 GAL UNLD-WATER	299.09			601 943 4943	212		1010
	83785193	09/23/22 84.841 GAL UNLD-WW	299.09			602 948 4948	212		1010
		Total for Vendor:	4,202.41						

09/30/22
07:13:38

CITY OF KASSON
Claim Approval List
For the Accounting Period: 9/22
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For Pay Date = 09/30/22
* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
40198		2407 WINE MERCHANTS	1,467.01						
	7394672	09/08/22 WINE	1,136.00			609 975 4975	251		1010
	7394672	09/08/22 FREIGHT	13.31			609 975 4975	335		1010
	7395675	09/15/22 WINE	312.00			609 975 4975	251		1010
	7395675	09/15/22 FREIGHT	5.70			609 975 4975	335		1010
		Total for Vendor:	1,467.01						
		# of Claims	10	Total:	10,554.00	# of Vendors	10		

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 9/22

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$4,197.53
601 Water Fund	
1010 CASH-OPERATING	\$2,951.58
602 Sewer Fund	
1010 CASH-OPERATING	\$949.17
604 Electric Fund	
1010 CASH-OPERATING	\$681.44
605 Storm Water	
1010 CASH-OPERATING	\$79.47
609 Liquor Fund	
1010 CASH-OPERATING	\$1,694.81
Total:	\$10,554.00

09/30/22
07:13:43

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 9 / 22

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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

See signature page

10/05/22
08:05:31

CITY OF KASSON
Claim Approval List
For the Accounting Period: 10/22
For Pay Date: 10/05/22

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Report ID: AP100V

#2

For Pay Date = 10/05/22

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
40202		2529 A H HERMEL COMPANY	175.24						
	C82964	09/08/22 cr-POP FOR RESALE	-49.11			609 975 4975	254		1010
	944513	09/15/22 POP FOR RESALE	145.18			609 975 4975	254		1010
	944513	09/15/22 BAGS	95.44			609 975 4975	210		1010
	944513	09/15/22 SALES TAX	6.56			609 975 4975	210		1010
	944513	09/15/22 SALES TAX	-6.56			609 2025			1010
	944513	09/15/22 D C TRANSIT TAX	0.48			609 975 4975	210		1010
	944513	09/15/22 D C TRANSIT TAX	-0.48			609 2026			1010
	944513	09/15/22 FREIGHT	8.95			609 975 4975	335		1010
	C83018	09/14/22 cr-POP FOR RESALE	-25.22			609 975 4975	254		1010
		Total for Vendor:	175.24						
40203		5049 ARTISAN BEER COMPANY	55.40						
	3560263	09/15/22 BEER	55.40*			609 975 4975	252		1010
		Total for Vendor:	55.40						
40204		5239 BREAKTHRU BEVERAGE MN WINE &	516.86						
	345663039	09/14/22 LIQUOR	315.00			609 975 4975	251		1010
	345663039	09/14/22 WINE	168.00			609 975 4975	251		1010
	345663039	09/14/22 MIXES	27.26			609 975 4975	254		1010
	345663039	09/14/22 FREIGHT	6.60			609 975 4975	335		1010
		Total for Vendor:	516.86						
40205		5667 CINTAS	159.64						
	4131444040	09/15/22 MATS-L.S.	79.82*			609 979 4979	410		1010
	4132121192	09/22/22 MATS-L.S.	79.82*			609 979 4979	410		1010
		Total for Vendor:	159.64						
40206		2618 FIRE SAFETY USA INC	1,563.20						
	163592	09/13/22 ANN'L F.E. INSPECT-L.S.	53.95			609 979 4979	400		1010
	163950	09/26/22 ANN'L ISO PUMP TEST-ENG 1	1,509.25			101 220 4220	400		1010
		Total for Vendor:	1,563.20						

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Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
40207		25 JOHNSON BROTHERS LIQUOR CO	3,183.73						
	2137449	09/15/22 LIQUOR	2,030.00			609 975 4975	251		1010
	2137449	09/15/22 FREIGHT	34.19			609 975 4975	335		1010
	2137450	09/15/22 WINE	1,089.12			609 975 4975	251		1010
	2137450	09/15/22 FREIGHT	30.42			609 975 4975	335		1010
		Total for Vendor:	3,183.73						
40208		6342 KINNEY CREEK BREWERY	105.00						
	1967	09/16/22 BEER	105.00*			609 975 4975	252		1010
		Total for Vendor:	105.00						
40209		397 M-R SIGN CO INC	754.31						
	217588	09/12/22 STREET SIGNS	754.31			101 310 4310	220		1010
		Total for Vendor:	754.31						
40210		60 NORTHERN BEVERAGE DIST. CO. LL	6,424.05						
	1008590	09/15/22 BEER	6,361.55*			609 975 4975	252		1010
	1008590	09/15/22 NA BEVERAGE	60.50			609 975 4975	254		1010
	1008590	09/15/22 FREIGHT	2.00			609 975 4975	335		1010
		Total for Vendor:	6,424.05						
40211		23 PHILLIPS WINE & SPIRITS	2,133.02						
	6462579	09/15/22 LIQUOR	1,734.80			609 975 4975	251		1010
	6462579	09/15/22 FREIGHT	17.57			609 975 4975	335		1010
	6462580	09/15/22 WINE	269.25			609 975 4975	251		1010
	6462580	09/15/22 FREIGHT	7.60			609 975 4975	335		1010
	6462581	09/15/22 MIXES	100.00			609 975 4975	254		1010
	6462581	09/15/22 FREIGHT	3.80			609 975 4975	335		1010
		Total for Vendor:	2,133.02						
40212		446 PITNEY BOWES GLOBAL FINANCIAL	165.33						
	3105712545	09/14/22 PST MTR LEASE 7/19-10/18	82.67			101 194 4194	410		1010
	3105712545	09/14/22 PST MTR LEASE 7/19-10/18	82.66			604 957 4957	410		1010
	3105712545	09/14/22 SALES TAX	5.68			604 957 4957	410		1010
	3105712545	09/14/22 SALES TAX	-5.68			604 2025			1010
	3105712545	09/14/22 D C TRANSIT TAX	0.41			604 957 4957	410		1010

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		3105712545 09/14/22 D C TRANSIT TAX	-0.41			604 2026			1010
		Total for Vendor:	165.33						
40213		63 SCHOTT DIST CO INC	13,194.42						
	485190 09/15/22 BEER		10,949.12*			609 975 4975	252		1010
	485190 09/15/22 NA BEVERAGE		95.70			609 975 4975	254		1010
	485194 09/15/22 BEER		1,618.00*			609 975 4975	252		1010
	485194 09/15/22 NA BEVERAGE		51.60			609 975 4975	254		1010
	485595 09/19/22 BEER		480.00*			609 975 4975	252		1010
		Total for Vendor:	13,194.42						
40214		3850 SOUTHERN GLAZER'S WINE &	909.27						
	2258487 09/14/22 LIQUOR		807.32			609 975 4975	251		1010
	2258487 09/14/22 WINE		88.00			609 975 4975	251		1010
	2258487 09/14/22 FREIGHT		13.95			609 975 4975	335		1010
		Total for Vendor:	909.27						
40215		5708 STAPLES BUSINESS CREDIT	979.19						
	7362024176 08/01/22 HDMI CABLE		19.94			101 191 4191	210		1010
	7362024176 08/01/22 HDMI CABLE		19.95*			290 650 4650	210		1010
	7362024176 08/01/22 ENVELOPES		26.99			101 140 4140	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.20			101 140 4140	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18			101 210 4210	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18			101 191 4191	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18			101 510 4510	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18			211 550 4550	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18*			290 650 4650	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18			601 944 4944	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18			602 949 4949	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18			605 963 4963	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18			606 516 4516	210		1010
	7363527558 08/22/22 MEMBERSHIP FEE		27.18*			609 976 4976	210		1010
	7363816763 08/24/22 MONITOR STNDS/CALC PAPER/T		128.65			101 140 4140	210		1010
	7363816763 08/24/22 COPY PAPER		40.39			101 140 4140	210		1010
	7363816763 08/24/22 COPY PAPER		40.39			101 210 4210	210		1010
	7363816763 08/24/22 COPY PAPER		40.39			101 191 4191	210		1010
	7363816763 08/24/22 COPY PAPER		40.39			101 510 4510	210		1010

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	7363816763	08/24/22 COPY PAPER	40.39*			290 650 4650	210		1010
	7363816763	08/24/22 COPY PAPER	40.39			211 550 4550	210		1010
	7363816763	08/24/22 COPY PAPER	40.39			601 944 4944	210		1010
	7363816763	08/24/22 COPY PAPER	40.39			602 949 4949	210		1010
	7363816763	08/24/22 COPY PAPER	40.39			604 959 4959	210		1010
	7363816763	08/24/22 COPY PAPER	40.39			605 963 4963	210		1010
	7363816763	08/24/22 COPY PAPER	40.38			606 516 4516	210		1010
	7363816763	08/24/22 COPY PAPER	40.38*			609 976 4976	210		1010
	7363816763	08/24/22 SALES TAX	2.78			604 959 4959	210		1010
	7363816763	08/24/22 SALES TAX	-2.78			604 2025			1010
	7363816763	08/24/22 D C TRANSIT TAX	0.20			604 959 4959	210		1010
	7363816763	08/24/22 D C TRANSIT TAX	-0.20			604 2026			1010
	7363816763	08/24/22 SALES TAX	2.78*			609 976 4976	210		1010
	7363816763	08/24/22 SALES TAX	-2.78			609 2025			1010
	7363816763	08/24/22 D C TRANSIT TAX	0.20*			609 976 4976	210		1010
	7363816763	08/24/22 D C TRANSIT TAX	-0.20			609 2026			1010
		Total for Vendor:	979.19						
40216		6231 SxSE MN BREWING CO.	103.00						
	55000	09/13/22 BEER	103.00*			609 975 4975	252		1010
		Total for Vendor:	103.00						
40219		939 USA BLUEBOOK	264.30						
	014135	06/15/22 RED MARKING PAINT	264.30			604 957 4957	220		1010
	014135	06/15/22 SALES TAX	18.17			604 957 4957	220		1010
	014135	06/15/22 SALES TAX	-18.17			604 2025			1010
	014135	06/15/22 D C TRANSIT TAX	1.32			604 957 4957	220		1010
	014135	06/15/22 D C TRANSIT TAX	-1.32			604 2026			1010
		Total for Vendor:	264.30						
40217		5047 WATERVILLE FOOD & ICE INC	462.35						
	04-213041	06/07/22 ICE-L.S.	256.35*			609 975 4975	257		1010
	04-214313	09/13/22 ICE-L.S.	170.05*			609 975 4975	257		1010
	04-214379	09/20/22 ICE-L.S.	35.95*			609 975 4975	257		1010
		Total for Vendor:	462.35						
		# of Claims	17	Total:	31,148.31	# of Vendors	17		

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CITY OF KASSON
Fund Summary for Claims
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Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$2,792.11
211 Library Fund	
1010 CASH-OPERATING	\$67.57
290 Economic Development	
1010 CASH-OPERATING	\$87.52
601 Water Fund	
1010 CASH-OPERATING	\$67.57
602 Sewer Fund	
1010 CASH-OPERATING	\$67.57
604 Electric Fund	
1010 CASH-OPERATING	\$387.35
605 Storm Water	
1010 CASH-OPERATING	\$67.57
606 ICE ARENA	
1010 CASH-OPERATING	\$67.56
609 Liquor Fund	
1010 CASH-OPERATING	\$27,543.49
Total:	\$31,148.31

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CITY OF KASSON
Claim Approval Signature Page
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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

#3

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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
40286		34 CITY OF KASSON	500,000.00						
	09/29/22	TRANSFER OF DEPOSITORY FUNDS	500,000.00			609	1010		1010
		Total for Vendor:	500,000.00						
		*** Claim from another period (9/22) ****							
40285		6427 CROP SCIENCE INVESTIGATION LLC	25,000.00						
	09/21/22	EDA RLF LOAN FOR CSI	25,000.00			226	1185		1010
		Total for Vendor:	25,000.00						
		# of Claims	2	Total:	525,000.00	# of Vendors	2		

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CITY OF KASSON
Claim from Another Period Cancelled in this Period
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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
*** Cancelled in 10/22 ***		*** Claim from another period (4/21) ***						
36271		6278 EULER, SIDNEY	179.51					
	1858-05	03/25/21 RL MTR DEP REFUND AFT APPL TO	179.51			604 2212		1010
		# of Claims	1	Total:				179.51

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CITY OF KASSON
Fund Summary for Claims
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Fund/Account	Amount
226 EDA RLF	
1010 CASH-OPERATING	\$25,000.00
604 Electric Fund	
1010 CASH-OPERATING	\$-179.51
609 Liquor Fund	
1010 CASH-OPERATING	\$500,000.00
Total:	\$524,820.49
	+ 179.51
	\$525,000.00

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

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
40309		2529 A H HERMEL COMPANY	152.11						
	946550	09/29/22 POP FOR RESALE	143.16*			609 975 4975	254		1010
	946550	09/29/22 FREIGHT	8.95			609 975 4975	335		1010
		Total for Vendor:	152.11						
40304		2693 AFFORDABLE PORTABLES	1,178.00						
	18354	10/01/22 OCT. PORTABLES-8 STD UNITS	736.00			101 522 4522	410		1010
	18370	10/03/22 EXTRA CLEAN-SINK-VETS PARK CON	350.00			101 522 4522	410		1010
	18353	10/01/22 1 PORTABLE UNIT-HWY 57 PROJ	92.00*			424 196 4196	430		1010
		Total for Vendor:	1,178.00						
40221		6464 ALBERS, IAN	24.48						
	09/27/22	2.8 MILES-CHAMBER	1.75*			290 650 4650	331		1010
	09/27/22	2.6 MILES-BUSINESS INSPECT	1.63*			101 191 4191	331		1010
	09/27/22	.4 MILE-BUSINESS VISITS	0.25*			290 650 4650	331		1010
	09/27/22	.8 MILE-CEDA MTG	0.50*			290 650 4650	331		1010
	09/27/22	MEAL-CEDA MTG	20.35			290 650 4650	430		1010
		Total for Vendor:	24.48						
40222		203 BAKER & TAYLOR INC	747.02						
	2037013787	09/16/22 BOOKS	236.54			211 550 4550	218		1010
	2037013787	09/16/22 AUDIO BOOKS	14.84			211 550 4550	219		1010
	2037001384	09/13/22 BOOKS	58.20			211 550 4550	218		1010
	2037016532	09/19/22 BOOKS	70.07			211 550 4550	218		1010
	2037028943	09/23/22 BOOKS	64.93			211 550 4550	218		1010
	2037031188	09/23/22 BOOKS	217.76			211 550 4550	218		1010
	2037031188	09/23/22 AUDIO BOOKS	84.68			211 550 4550	219		1010
		Total for Vendor:	747.02						
40291		5158 BATTERIES PLUS BULBS	92.40						
	P52935231	07/05/22 BATTERIES	92.40			101 220 4220	210		1010
		Total for Vendor:	92.40						

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40246		1012 BELLBOY CORPORATION	2,362.33						
	96635900	09/22/22 LIQUOR	1,497.70			609 975 4975	251		1010
	96635900	09/22/22 NA BEVERAGE	95.00*			609 975 4975	254		1010
	96635900	09/22/22 FREIGHT	32.00			609 975 4975	335		1010
	105786500	09/22/22 RIMMING SALT	28.13*			609 975 4975	254		1010
	96735900	09/29/22 LIQUOR	372.25			609 975 4975	251		1010
	96735900	09/29/22 WINE	96.00			609 975 4975	251		1010
	96735900	09/29/22 FREIGHT	10.00			609 975 4975	335		1010
	105817100	09/29/22 SHOT GLASSES	57.00*			609 975 4975	254		1010
	105817100	09/29/22 BAGS	170.20*			609 975 4975	210		1010
	105817100	09/29/22 SALES TAX	11.70*			609 975 4975	210		1010
	105817100	09/29/22 SALES TAX	-11.70			609 2025			1010
	105817100	09/29/22 D C TRANSIT TAX	0.85*			609 975 4975	210		1010
	105817100	09/29/22 D C TRANSIT TAX	-0.85			609 2026			1010
	105817100	09/29/22 FREIGHT	4.05			609 975 4975	335		1010
		Total for Vendor:	2,362.33						
40223		4525 BOLSTER, MIKE	104.97						
	09/22/22	BOLSTER-3 WORK PANTS	104.97			101 310 4310	214		1010
		Total for Vendor:	104.97						
40292		4708 BOUND TREE MEDICAL LLC	805.14						
	84627790	08/03/22 MEDICAL SUPPLIES	549.99			101 220 4220	209		1010
	84698065	09/23/22 MEDICAL SUPPLIES	31.58			101 220 4220	209		1010
	84699905	09/26/22 MEDICAL SUPPLIES	223.57			101 220 4220	209		1010
		Total for Vendor:	805.14						
40247		5239 BREAKTHRU BEVERAGE MN WINE &	4,639.32						
	345750047	09/21/22 LIQUOR	1,840.26			609 975 4975	251		1010
	345750047	09/21/22 WINE	970.40			609 975 4975	251		1010
	345750047	09/21/22 NA BEVERAGE	129.20*			609 975 4975	254		1010
	345750047	09/21/22 FREIGHT	49.50			609 975 4975	335		1010
	345837099	09/28/22 LIQUOR	1,401.27			609 975 4975	251		1010
	345837099	09/28/22 WINE	792.00			609 975 4975	251		1010
	345837099	09/28/22 NA BEVERAGE	40.12*			609 975 4975	254		1010
	345837099	09/28/22 FREIGHT	23.24			609 975 4975	335		1010

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	409851887	06/24/22 LIQUOR CREDIT	-202.50			609 975 4975	251		1010
	409851887	06/24/22 FREIGHT CREDIT	-1.65			609 975 4975	335		1010
	409875224	06/30/22 WINE CREDIT	-6.27			609 975 4975	251		1010
	409875224	06/30/22 FREIGHT CREDIT	-0.14			609 975 4975	335		1010
	409895161	07/07/22 MIXES CREDIT	-35.66*			609 975 4975	254		1010
	409895161	07/07/22 FREIGHT CREDIT	-1.65			609 975 4975	335		1010
	409929635	07/18/22 LIQUOR CREDIT	-187.50			609 975 4975	251		1010
	409929635	07/18/22 FREIGHT CREDIT	-1.65			609 975 4975	335		1010
	409993273	08/05/22 WINE CREDIT	-168.00			609 975 4975	251		1010
	409993273	08/05/22 FREIGHT CREDIT	-1.65			609 975 4975	335		1010
		Total for Vendor:	4,639.32						
40310		3385 CANNON RIVER WINERY	336.00						
	14108	09/29/22 WINE	336.00			609 975 4975	251		1010
		Total for Vendor:	336.00						
40248		6270 CHAOTIC GOOD BREWING	297.00						
	2293	09/23/22 BEER	148.50*			609 975 4975	252		1010
	2295	09/29/22 BEER	148.50*			609 975 4975	252		1010
		Total for Vendor:	297.00						
40311		4238 CINTAS CORP	78.07						
	8405886528	09/23/22 RESTOCK 1st AID KITS	15.63			101 920 4920	433		1010
	8405886528	09/23/22 RESTOCK 1st AID KITS	15.61			601 943 4943	433		1010
	8405886528	09/23/22 RESTOCK 1st AID KITS	15.61			602 948 4948	433		1010
	8405886528	09/23/22 RESTOCK 1st AID KITS	15.61			604 957 4957	433		1010
	8405886528	09/23/22 RESTOCK 1st AID KITS	15.61			605 963 4963	433		1010
		Total for Vendor:	78.07						
40319		3883 CITY OF CHATFIELD	20,000.00						
	10/07/22	TMO PROJECT (RES. 12.1-21)	20,000.00*			213 250 4250	430		1010
		Total for Vendor:	20,000.00						
40249		30 CMS OF ROCHESTER	5,902.61						
	22-914	09/30/22 KA BLDG-MILEAGE	327.98			101 240 4240	331		1010
	22-914	09/30/22 KA BLDG-INSPECTION FEES	5,574.63			101 240 4240	444		1010
		Total for Vendor:	5,902.61						

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40271		6417 COOPERATIVE RESPONSE CENTER INC	865.76						
	0141823	09/30/22 SEPT DISPATCH FEES	865.76*			604 957 4957	444		1010
		Total for Vendor:	865.76						
40273		6465 DAVEY RESOURCE GROUP INC	2,176.12						
	917076584	09/30/22 GIS MAPPING	2,176.12*			604 959 4959	440		1010
		Total for Vendor:	2,176.12						
40224		5156 DODGE COUNTY INDEPENDENT/DODGE	175.45						
	14671	09/22/22 HEARING NOTICE-LIQ ORD CHGS	175.45*			101 111 4111	351		1010
		Total for Vendor:	175.45						
40250		1 DODGE COUNTY SHERIFF'S OFFICE	9,520.00						
	2022-0005	09/13/22 '22 IT SUPPORT & LAPTOP	8,100.00			101 210 4210	370		1010
	2022-0005	09/13/22 '22 ANN'L NET MOTION	720.00			101 210 4210	370		1010
	2022-0005	09/13/22 '22 VIRTUAL MACHINE	700.00			101 210 4210	370		1010
		Total for Vendor:	9,520.00						
40293		5813 ENTERPRISE FM TRUST	10,309.57						
	FBN4572026	10/05/22 MAINT CARDS-P D	40.00			101 210 4210	430		1010
	FBN4572026	10/05/22 MAINT CARDS-F D	20.00*			101 220 4220	430		1010
	FBN4572026	10/05/22 MAINT CARDS-STREETS	10.00			101 310 4310	430		1010
	FBN4572026	10/05/22 MAINT CARDS-PARKS	15.00*			101 522 4522	430		1010
	FBN4572026	10/05/22 MAINT CARDS-WATER	10.00*			601 944 4944	430		1010
	FBN4572026	10/05/22 MAINT CARDS-WW	10.00*			602 949 4949	430		1010
	FBN4572026	10/05/22 MAINT CARDS-ELECTRIC	15.00			604 959 4959	430		1010
	FBN4572026	10/05/22 LEASES-P D	2,778.22			101 680 4210	601		1010
	FBN4572026	10/05/22 LEASES-P D	700.92			101 680 4210	611		1010
	FBN4572026	10/05/22 LEASES-STREETS	252.02			101 680 4310	601		1010
	FBN4572026	10/05/22 LEASES-STREETS	68.02*			101 680 4310	611		1010
	FBN4572026	10/05/22 LEASES-PARKS	394.56			101 680 4522	601		1010
	FBN4572026	10/05/22 LEASES-PARKS	93.56			101 680 4522	611		1010
	FBN4572026	10/05/22 LEASES-WATER	143.13			601 2231			1010
	FBN4572026	10/05/22 LEASES-WATER	38.29			601 710 4710	611		1010
	FBN4572026	10/05/22 LEASES-WW	143.13			602 2231			1010
	FBN4572026	10/05/22 LEASES-WW	38.29			602 710 4710	611		1010

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	FBN4572026	10/05/22 LEASES-WATER	197.29			601 2231			1010
	FBN4572026	10/05/22 LEASES-WATER	46.79			601 710 4710	611		1010
	FBN4572026	10/05/22 LEASES-WW	197.29			602 2231			1010
	FBN4572026	10/05/22 LEASES-WW	46.78			602 710 4710	611		1010
	FBN4572026	10/05/22 LEASES-ELECTRIC	394.56			604 2231			1010
	FBN4572026	10/05/22 LEASES-ELECTRIC	93.56*			604 710 4710	611		1010
	FBN4572026	10/05/22 LEASES-ELECTRIC	375.06			604 2231			1010
	FBN4572026	10/05/22 LEASES-ELECTRIC	135.62*			604 710 4710	611		1010
	FBN4572026	10/05/22 LEASES-WATER	174.97			601 2231			1010
	FBN4572026	10/05/22 LEASES-WATER	59.75			601 710 4710	611		1010
	FBN4572026	10/05/22 LEASES-WW	174.97			602 2231			1010
	FBN4572026	10/05/22 LEASES-WW	59.75			602 710 4710	611		1010
	FBN4572026	10/05/22 LEASES-STREETS	341.49			101 680 4310	601		1010
	FBN4572026	10/05/22 LEASES-STREETS	105.53*			101 680 4310	611		1010
	FBN4572026	10/05/22 LEASES-FIRE	601.50			101 680 4220	601		1010
	FBN4572026	10/05/22 LEASES-FIRE	196.77			101 680 4220	611		1010
	FBN4572026	10/05/22 LEASES-FIRE	544.74			101 680 4220	601		1010
	FBN4572026	10/05/22 LEASES-FIRE	203.08			101 680 4220	611		1010
	FBN4572026	10/05/22 LEASES-PARKS	340.17			101 680 4522	601		1010
	FBN4572026	10/05/22 LEASES-PARKS	134.96			101 680 4522	611		1010
	FBN4572026	10/05/22 LEASES-WATER	179.97			601 2231			1010
	FBN4572026	10/05/22 LEASES-WATER	69.63			601 710 4710	611		1010
	FBN4572026	10/05/22 LEASES-WW	179.97			602 2231			1010
	FBN4572026	10/05/22 LEASES-WW	69.63			602 710 4710	611		1010
	FBN4572026	10/05/22 REPAIRS-DURANGO STEERING	615.60			101 210 4210	400		1010
		Total for Vendor:	10,309.57						
40294		2618 FIRE SAFETY USA INC	1,029.25						
	158915	04/25/22 RECHARGEABLE BATTERY	125.00			101 220 4220	240		1010
	159893	05/23/22 GEAR REPAIR	57.90			101 220 4220	240		1010
	160885	06/21/22 USED FOLDING STEP	30.00			101 220 4220	220		1010
	161466	07/11/22 TURN-OUT GEAR WASH	155.00			101 220 4220	210		1010
	161749	07/19/22 FIREARMOR GLOVES	89.95			101 220 4220	240		1010
	162461	08/11/22 TACLITE PANTS	128.95			101 220 4220	214		1010
	162469	08/11/22 EXTRICATION GLVS	54.95			101 220 4220	240		1010
	164382	10/06/22 GENERATOR REPAIR-RESCUE TRK	387.50			101 220 4220	400		1010
		Total for Vendor:	1,029.25						

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40282		5297 FITCH, KARI	36.00						
	09/27/22	REFUND '22 SEASON POOL CREDIT	36.00			101 2200			1010
		Total for Vendor:	36.00						
40274		5242 GOPHER STATE ONE CALL	151.20						
	2091082 09/30/22	112 LOCATES-SEPT	151.20*			604 957 4957	437		1010
		Total for Vendor:	151.20						
40251		5645 H & H DISTRIBUTING	211.15						
	428214 09/28/22	BLOODY MARY MIX	211.15*			609 975 4975	254		1010
		Total for Vendor:	211.15						
40225		2396 H & L MESABI COMPANY	1,305.00						
	10559 09/21/22	PLOW BLADES	1,305.00			101 312 4312	220		1010
		Total for Vendor:	1,305.00						
40226		77 HAWKINS INC	7,013.22						
	6291497 09/15/22	CHLORINE/HYDROFL ACID/LPC-5	6,953.22			601 943 4943	210		1010
	6289585 09/15/22	CHLORINE CYLINDERS	60.00			601 943 4943	210		1010
		Total for Vendor:	7,013.22						
40227		5036 HOHENSTEINS INC	594.00						
	542342 09/20/22	BEER	354.00*			609 975 4975	252		1010
	546541 10/04/22	BEER	240.00*			609 975 4975	252		1010
		Total for Vendor:	594.00						
40283		2462 HOISINGTON KOEGLER GROUP INC	4,162.50						
	019-041-35 10/04/22	PLANNING SERVICES-SEPT	600.00*			101 191 4191	440		1010
	019-041-35 10/04/22	P & Z MEETINGS	750.00*			101 191 4191	440		1010
	019-041-35 10/04/22	PROJECT COORDINATION-GOLDE	675.00			101 1155			1010
	019-041-35 10/04/22	PROJECT COORDINATION-KWIK	1,987.50			101 1155			1010
	019-041-35 10/04/22	PROJECT COORDINATION-SUNRI	150.00			101 1155			1010
		Total for Vendor:	4,162.50						

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40228		5064 HOMETOWN HAULERS LLC	1,375.60						
	4001	10/01/22 SEPT GARBAGE-C H	35.15			101 323 4323	430		1010
	4001	10/01/22 SEPT GARBAGE-LIBRARY	57.15			101 323 4323	430		1010
	4001	10/01/22 SEPT GARBAGE-WWTP	211.50*			602 947 4947	430		1010
	4001	10/01/22 SEPT GARBAGE-SHOP	221.40			101 323 4323	430		1010
	4001	10/01/22 SEPT GARBAGE-F D	105.75			101 323 4323	430		1010
	4001	10/01/22 SEPT GARBAGE-L S	75.00			101 323 4323	430		1010
	4001	10/01/22 SEPT GARBAGE-PARKS	507.60			101 323 4323	430		1010
	4001	10/01/22 SEPT GARBAGE-P D	35.15			101 323 4323	430		1010
	4001	10/01/22 SEPT GARBAGE-ARENA	126.90			606 516 4516	430		1010
		Total for Vendor:	1,375.60						
40270		6282 ICS	4,620.00						
	9002	09/30/22 LIBRARY REPAIR PROJECT	4,620.00*			210 650 4650	430		1010
		Total for Vendor:	4,620.00						
40229		6459 IEM, JAMES	189.99						
		09/20/22 IEM-DUTY BOOKS	189.99			101 210 4210	214		1010
		Total for Vendor:	189.99						
40263		6510 JANDRO, JEFFREY	40.45						
	2517-02	09/26/22 REFUND OVERPAY ON ACCOUNT	40.45			604 2212			1010
		Total for Vendor:	40.45						
40305		6258 JEREMY'S LAWN CARE	1,550.00						
	1757	10/06/22 MOWING 10/4	173.70*			605 963 4963	444		1010
	1757	10/06/22 MOWING 10/4	36.17			601 943 4943	444		1010
	1757	10/06/22 MOWING 10/4	279.96			602 947 4947	444		1010
	1757	10/06/22 MOWING 10/4	4.90			602 948 4948	444		1010
	1757	10/06/22 MOWING 10/4	161.44*			604 957 4957	444		1010
	1757	10/06/22 MOWING 10/4	619.18			101 522 4522	444		1010
	1757	10/06/22 MOWING 10/4	192.91			101 518 4518	444		1010
	1757	10/06/22 MOWING 10/4	81.74			101 310 4310	444		1010
	1757	10/06/22 SALES TAX	11.10*			604 957 4957	444		1010
	1757	10/06/22 SALES TAX	-11.10			604 2025			1010
	1757	10/06/22 D C TRANSIT TAX	0.81*			604 957 4957	444		1010

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	1757	10/06/22 D C TRANSIT TAX	-0.81			604 2026			1010
		Total for Vendor:	1,550.00						
40252		25 JOHNSON BROTHERS LIQUOR CO	8,017.18						
	2142184	09/22/22 LIQUOR	4,848.33			609 975 4975	251		1010
	2142184	09/22/22 FREIGHT	77.91			609 975 4975	335		1010
	2142185	09/22/22 WINE	723.54			609 975 4975	251		1010
	2142185	09/22/22 FREIGHT	26.64			609 975 4975	335		1010
	2147245	09/29/22 LIQUOR	1,414.61			609 975 4975	251		1010
	2147245	09/29/22 FREIGHT	20.88			609 975 4975	335		1010
	2147246	09/29/22 WINE	843.27			609 975 4975	251		1010
	2147246	09/29/22 FREIGHT	26.60			609 975 4975	335		1010
	2147247	09/29/22 NA BEVERAGE	33.50*			609 975 4975	254		1010
	2147247	09/29/22 FREIGHT	1.90			609 975 4975	335		1010
		Total for Vendor:	8,017.18						
40230		3454 KASSON CAR CARE	148.95						
	25103	09/16/22 BATTERY-4100 MOWER	148.95			101 522 4522	220		1010
		Total for Vendor:	148.95						
40288		315 KASSON FIRE RELIEF ASSN.	53,909.16						
	10/05/22	FIRE STATE AID	44,856.22*			101 220 4220	430		1010
	10/05/22	SUPPL FIRE STATE AID	9,052.94*			101 220 4220	430		1010
		Total for Vendor:	53,909.16						
40312		6342 KINNEY CREEK BREWERY	140.00						
	2004	09/30/22 BEER	140.00*			609 975 4975	252		1010
		Total for Vendor:	140.00						
40231		37 KMTELECOM	2,412.61						
	10/01/22	PHONES-P D	193.14			101 210 4210	321		1010
	10/01/22	PHONES-FD	203.76			101 220 4220	321		1010
	10/01/22	PHONES-C H	570.25			101 140 4140	321		1010
	10/01/22	PHONES-PLANNING/ZONING	25.54			101 191 4191	321		1010
	10/01/22	PHONES-EDA	25.55			290 650 4650	321		1010
	10/01/22	PHONES-K.A.C.	67.75			101 514 4514	321		1010
	10/01/22	PHONES-LIBRARY	149.99			211 550 4550	321		1010

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		10/01/22 PHONES-WATER	108.91			601 944 4944	321		1010
		10/01/22 PHONES-WWTP	73.37			602 949 4949	321		1010
		10/01/22 PHONES-WWTP OPERATIONS	128.37			602 947 4947	321		1010
		10/01/22 PHONES-PARK N REC	95.80			101 510 4510	321		1010
		10/01/22 PHONES-STREETS	36.94			101 310 4310	321		1010
		10/01/22 PHONES-SHOP	337.37			604 959 4959	321		1010
		10/01/22 PHONES-L S	161.70			609 976 4976	321		1010
		10/01/22 PHONES-ARENA	220.12			606 516 4516	321		1010
		10/01/22 ADVERTISING-ARENA	14.05			606 516 4516	343		1010
		Total for Vendor:	2,412.61						
40253		362 KWIK TRIP STORES	369.29						
		09/30/22 11,520 GAL UNLD-F D	40.15*			101 220 4220	212		1010
		09/30/22 68,701 GAL DIESEL-F D	329.14*			101 220 4220	212		1010
		Total for Vendor:	369.29						
40280		199 LMC INS TRUST P&C	2,100.00						
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	93.00*			101 220 4220	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	76.00*			101 514 4514	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	133.00			101 522 4522	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	8.00			101 517 4517	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	62.00*			101 191 4191	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	10.00			101 527 4527	430		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	2.00			101 417 4417	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	4.00			290 650 4650	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	222.00			602 948 4948	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	177.00*			602 947 4947	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	109.00*			601 943 4943	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	6.00			101 194 4194	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	139.00			604 957 4957	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	41.00			609 979 4979	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	76.00			101 310 4310	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	2.00			101 312 4312	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	10.00			605 963 4963	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	189.00*			101 920 4920	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	11.00			101 526 4526	430		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	63.00			101 111 4111	160		1010

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		10/04/22 BAL DUE-4TH QTR CMC1001158-6	2.00			101 111 4111	160		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	518.00*			101 210 4210	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	2.00			101 210 4210	160		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	72.00*			101 140 4140	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	1.00			101 140 4140	160		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	4.00			101 417 4417	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	64.00*			211 550 4550	360		1010
		10/04/22 BAL DUE-4TH QTR CMC1001158-6	4.00			101 518 4518	360		1010
		Total for Vendor:	2,100.00						
40264		6511 LYKE, ASHLEY	94.04						
		1399-09 09/26/22 RL MTR DEP REFUND AFT APPL TO	94.04			604 2212			1010
		Total for Vendor:	94.04						
40254		2478 MENARDS-ROCHESTER SOUTH	91.02						
		58839 09/26/22 MATERIALS-HANG HAZUKA PHOTO	91.02			101 140 4140	210		1010
		Total for Vendor:	91.02						
40232		89 METRO SALES INC	174.92						
		2130347 09/26/22 QTRLY MAINT-B&W 9/26-12/25	18.40			601 944 4944	210		1010
		2130347 09/26/22 QTRLY MAINT-B&W 9/26-12/25	18.40			602 949 4949	210		1010
		2130347 09/26/22 QTRLY MAINT-B&W 9/26-12/25	36.80			604 959 4959	210		1010
		2130347 09/26/22 QTRLY MAINT-B&W 9/26-12/25	18.40			605 963 4963	210		1010
		2130347 09/26/22 SALES TAX	2.53			604 959 4959	210		1010
		2130347 09/26/22 SALES TAX	-2.53			604 2025			1010
		2130347 09/26/22 D C TRANSIT TAX	0.18			604 959 4959	210		1010
		2130347 09/26/22 D C TRANSIT TAX	-0.18			604 2026			1010
		2130347 09/26/22 QTRLY MAINT-CLR 9/26-12/25	16.58			601 944 4944	210		1010
		2130347 09/26/22 QTRLY MAINT-CLR 9/26-12/25	16.58			602 949 4949	210		1010
		2130347 09/26/22 QTRLY MAINT-CLR 9/26-12/25	33.18			604 959 4959	210		1010
		2130347 09/26/22 QTRLY MAINT-CLR 9/26-12/25	16.58			605 963 4963	210		1010
		2130347 09/26/22 SALES TAX	2.28			604 959 4959	210		1010
		2130347 09/26/22 SALES TAX	-2.28			604 2025			1010
		2130347 09/26/22 D C TRANSIT TAX	0.17			604 959 4959	210		1010
		2130347 09/26/22 D C TRANSIT TAX	-0.17			604 2026			1010
		Total for Vendor:	174.92						

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40275		2514 MN DEPT OF COMMERCE	1,867.91						
	1769-15	06/26/20 UTIL REFUND-J J MEYER	5.50			604 2212			1010
	1708-03	07/28/20 UTIL REFUND-L SLOWINSKI	8.61			604 2212			1010
	0923-12	08/26/20 UTIL REFUND-K PRIES	4.10			604 2212			1010
	1875-08	08/26/20 UTIL REFUND-B SCHROEDER	87.29			604 2212			1010
	0026-03	12/01/20 UTIL REFUND-J C FAUX/JIMMYS P	1,655.79			604 2212			1010
	1346-11	04/26/21 UTIL REFUND-E FLICEK	106.62			604 2212			1010
		Total for Vendor:	1,867.91						
40301		728 MN DEPT OF COMMERCE	935.46						
	1000048608	10/03/22 SERVICE TERR. UPDATES	935.46			604 959 4959 430			1010
		Total for Vendor:	935.46						
40295		143 MN DEPT OF LABOR & INDUSTRY	20.00						
	ABR0284908	07/30/22 PRESSURE VESSEL REG	20.00			101 220 4220 444			1010
		Total for Vendor:	20.00						
40276		55 MN ENERGY RESOURCES CORP	570.41						
	09/28/22	NAT GAS-K.A.C.	55.93			101 514 4514 380			1010
	10/03/22	NAT GAS-L S	25.59			609 979 4979 380			1010
	09/28/22	NAT GAS-C H	54.37			101 194 4194 380			1010
	09/29/22	NAT GAS-P D	56.19			101 210 4210 380			1010
	09/29/22	NAT GAS-F D	45.00			101 220 4220 380			1010
	09/29/22	NAT GAS-F D	45.00			101 220 4220 380			1010
	10/03/22	NAT GAS-PARK MAINT SHED	45.00			101 522 4522 380			1010
	09/28/22	NAT GAS-P W B 1/2	32.68			101 310 4310 380			1010
	09/28/22	NAT GAS-P W B 1/2	32.68			604 957 4957 380			1010
	09/28/22	SALES TAX	2.25			604 957 4957 380			1010
	09/28/22	SALES TAX	-2.25			604 2025			1010
	09/28/22	D C TRANSIT TAX	0.16			604 957 4957 380			1010
	09/28/22	D C TRANSIT TAX	-0.16			604 2026			1010
	10/03/22	NAT GAS-WWTP	129.89			602 947 4947 380			1010
	10/03/22	NAT GAS-LIBRARY	48.08			211 550 4550 380			1010
		Total for Vendor:	570.41						

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40296		717 MN FIRE SERVICE CERTIFICATION	200.00						
	10430 08/10/22	ALEXANDER-FFII RECERTIFY	25.00			101 220 4220	330		1010
	10430 08/10/22	ALEXANDER-INSTR I RECERTIFY	25.00			101 220 4220	330		1010
	10430 08/10/22	FITCH-INSTR I RECERTIFY	25.00			101 220 4220	330		1010
	10430 08/10/22	GANNON-FFI RECERTIFY	25.00			101 220 4220	330		1010
	10430 08/10/22	SCHUH-OFF I RECERTIFY	25.00			101 220 4220	330		1010
	10430 08/10/22	SCHUH-INSTR I RECERTIFY	25.00			101 220 4220	330		1010
	10430 08/10/22	SELJAN-INSTR I RECERTIFY	25.00			101 220 4220	330		1010
	10430 08/10/22	ULVE-FFI RECERTIFY	25.00			101 220 4220	330		1010
		Total for Vendor:	200.00						
40315		291 MN MUNICIPAL BEVERAGE ASSN	40.00						
	10/01/22	PLETTA-REGION MTG	20.00*			609 976 4976	333		1010
	10/01/22	IBISCH-REGION MTG	20.00			101 140 4140	332		1010
		Total for Vendor:	40.00						
40233		142 MN MUNICIPAL UTILITIES ASSN	434.00						
	60020 09/27/22	2022 DRUG TEST CONSORTIUM	93.00*			101 310 4310	334		1010
	60020 09/27/22	2022 DRUG TEST CONSORTIUM	93.00			101 510 4510	334		1010
	60020 09/27/22	2022 DRUG TEST CONSORTIUM	62.00			601 944 4944	334		1010
	60020 09/27/22	2022 DRUG TEST CONSORTIUM	62.00*			602 949 4949	334		1010
	60020 09/27/22	2022 DRUG TEST CONSORTIUM	124.00			604 959 4959	334		1010
		Total for Vendor:	434.00						
40234		5340 NAGEL SOD	70.87						
	09/21/22	22 YD SOD-12 ST NW	70.87			605 963 4963	220		1010
		Total for Vendor:	70.87						
40235		4547 NELSON, JARROD	116.25						
	09/29/22	MILES-CMPAS MTG	116.25*			604 959 4959	333		1010
		Total for Vendor:	116.25						
40265		6512 NELSON, JUSTIN	29.49						
	0088-04 09/26/22	RL/WA MTR DEP REFUND AFT APPL	29.49			604 2212			1010
		Total for Vendor:	29.49						

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40316		2401 NFPA INTERNATIONAL	864.95						
	8287310Y	09/08/22 F.P.W. MATERIALS	864.95			101 220 4220	210		1010
		Total for Vendor:	864.95						
40236		6366 NORTH CENTRAL INTERNATIONAL	2,248.68						
	R224002346	09/22/22 REPAIRS TO '07 INTERNAT'L	2,248.68			101 310 4310	400		1010
		Total for Vendor:	2,248.68						
40255		60 NORTHERN BEVERAGE DIST. CO. LL	12,571.75						
	1011882	09/22/22 BEER	5,149.35*			609 975 4975	252		1010
	1011882	09/22/22 NA BEVERAGE	20.90*			609 975 4975	254		1010
	1011882	09/22/22 FREIGHT	2.00			609 975 4975	335		1010
	1015028	09/29/22 BEER	7,151.10*			609 975 4975	252		1010
	1015028	09/29/22 FREIGHT	2.00			609 975 4975	335		1010
	1015300	09/29/22 BEER	246.40*			609 975 4975	252		1010
		Total for Vendor:	12,571.75						
40237		5088 ODP BUSINESS SOLUTIONS LLC	103.09						
	2681910450	09/19/22 CALENDARS	14.34			101 140 4140	210		1010
	2681910450	09/19/22 MONTHLY PLANNER	11.96			101 510 4510	210		1010
	2681910450	09/19/22 CALCULATOR-ALBERS	38.39			101 191 4191	210		1010
	2681910450	09/19/22 CALCULATOR-ALBERS	38.40*			290 650 4650	210		1010
		Total for Vendor:	103.09						
40289		2614 OFFICE OF ADMINISTRATIVE HEARI	25.00						
	10/05/22	ANNEX 9.08 ACRES-OVERLAND	25.00*			101 191 4191	430		1010
		Total for Vendor:	25.00						
40256		3193 OLMSTED COUNTY	175.00						
	SHER143433	09/29/22 RUNNELS-EVOC TRAINING	175.00			101 210 4210	333		1010
		Total for Vendor:	175.00						
40303		502 ON-SITE COMPUTERS INC	13,305.02						
	Covers these invoices: CW80279, CW81805, CW80309, CW81469, CW79744, CW80271, CW79373, CW79910, CW80336- CW80341, CW81806-CW81809, CW81843-81845, CW80878 &								
	CW81316	06/30/22 SERVER BACKUP/BATT BACKUP/REPL	684.60			101 192 4192	370		1010

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	06/30/22	SERVER BACKUP/BATT BACKUP/REPL	146.70*			601 944 4944	370		1010
	06/30/22	SERVER BACKUP/BATT BACKUP/REPL	146.70*			602 949 4949	370		1010
	06/30/22	SERVER BACKUP/BATT BACKUP/REPL	684.60*			604 957 4957	370		1010
	06/30/22	SERVER BACKUP/BATT BACKUP/REPL	97.80*			605 964 4964	370		1010
	06/30/22	SERVER BACKUP/BATT BACKUP/REPL	195.60*			609 976 4976	370		1010
	06/30/22	SALES TAX	47.07*			604 957 4957	370		1010
	06/30/22	SALES TAX	-47.07			604 2025			1010
	06/30/22	D C TRANSIT TAX	3.42*			604 957 4957	370		1010
	06/30/22	D C TRANSIT TAX	-3.42			604 2026			1010
	06/30/22	SALES TAX	13.45*			609 976 4976	370		1010
	06/30/22	SALES TAX	-13.45			609 2025			1010
	06/30/22	D C TRANSIT TAX	0.98*			609 976 4976	370		1010
	06/30/22	D C TRANSIT TAX	-0.98			609 2026			1010
CW80309	06/30/20	REMOTE DOWN	86.25			101 192 4192	400		1010
CW81469	08/31/22	KAC VPN DOWN	85.80*			101 514 4514	400		1010
	07/01/22	HUNTRESS RFND/FIREWALL	512.75			101 192 4192	370		1010
	07/01/22	HUNTRESS RFND/FIREWALL	109.87*			601 944 4944	370		1010
	07/01/22	HUNTRESS RFND/FIREWALL	109.88*			602 949 4949	370		1010
	07/01/22	HUNTRESS RFND/FIREWALL	512.75*			604 959 4959	370		1010
	07/01/22	HUNTRESS RFND/FIREWALL	73.25*			605 964 4964	370		1010
	07/01/22	HUNTRESS RFND/FIREWALL	146.50*			609 976 4976	370		1010
	07/01/22	SALES TAX	35.25*			604 959 4959	370		1010
	07/01/22	SALES TAX	-35.25			604 2025			1010
	07/01/22	D C TRANSIT TAX	2.56*			604 959 4959	370		1010
	07/01/22	D C TRANSIT TAX	-2.56			604 2026			1010
	07/01/22	SALES TAX	10.07*			609 976 4976	370		1010
	07/01/22	SALES TAX	-10.07			609 2025			1010
	07/01/22	D C TRANSIT TAX	0.73*			609 976 4976	370		1010
	07/01/22	D C TRANSIT TAX	-0.73			609 2026			1010
	09/22/22	SERVICE CONTRACT	2,720.00			101 192 4192	370		1010
	09/22/22	SERVICE CONTRACT	272.00*			101 310 4310	370		1010
	09/22/22	SERVICE CONTRACT	544.00*			101 522 4522	370		1010
	09/22/22	SERVICE CONTRACT	272.00*			290 650 4650	370		1010
	09/22/22	SERVICE CONTRACT	272.00*			601 944 4944	370		1010
	09/22/22	SERVICE CONTRACT	544.00*			602 949 4949	370		1010
	09/22/22	SERVICE CONTRACT	816.00*			604 959 4959	370		1010
	09/22/22	SERVICE CONTRACT	272.00*			605 964 4964	370		1010

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	09/22/22	SERVICE CONTRACT	1,088.00*			604 959 4959	370		1010
	09/22/22	SERVICE CONTRACT	272.00*			609 976 4976	370		1010
	09/22/22	SALES TAX	56.10*			604 959 4959	370		1010
	09/22/22	SALES TAX	-56.10			604 2025			1010
	09/22/22	D C TRANSIT TAX	4.08*			604 959 4959	370		1010
	09/22/22	D C TRANSIT TAX	-4.08			604 2026			1010
	09/22/22	SALES TAX	74.80*			604 959 4959	370		1010
	09/22/22	SALES TAX	-74.80			604 2025			1010
	09/22/22	D C TRANSIT TAX	5.44*			604 959 4959	370		1010
	09/22/22	D C TRANSIT TAX	-5.44			604 2026			1010
	09/22/22	SALES TAX	18.70*			609 976 4976	370		1010
	09/22/22	SALES TAX	-18.70			609 2025			1010
	09/22/22	D C TRANSIT TAX	1.36*			609 976 4976	370		1010
	09/22/22	D C TRANSIT TAX	-1.36			609 2026			1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	230.57*			101 111 4111	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	783.92			101 192 4192	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	46.11*			101 310 4310	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	92.23*			101 522 4522	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	46.11*			101 514 4514	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	195.98*			290 650 4650	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	46.11*			601 944 4944	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	46.11*			602 949 4949	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	864.62*			604 959 4959	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	195.98			606 516 4516	370		1010
	09/23/22	MICROSOFT 365/DATA TRANSFER	92.23*			609 976 4976	370		1010
	09/23/22	SALES TAX	59.44*			604 959 4959	370		1010
	09/23/22	SALES TAX	-59.44			604 2025			1010
	09/23/22	D C TRANSIT TAX	4.32*			604 959 4959	370		1010
	09/23/22	D C TRANSIT TAX	-4.32			604 2026			1010
	09/23/22	SALES TAX	6.34*			609 976 4976	370		1010
	09/23/22	SALES TAX	-6.34			609 2025			1010
	09/23/22	D C TRANSIT TAX	0.46*			609 976 4976	370		1010
	09/23/22	D C TRANSIT TAX	-0.46			609 2026			1010
		Total for Vendor:	13,305.02						

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40257		2876 PAUSTIS WINE COMPANY	343.50						
	178231	09/21/22 WINE	336.00			609 975 4975	251		1010
	178231	09/21/22 FREIGHT	7.50			609 975 4975	335		1010
		Total for Vendor:	343.50						
40266		6513 PEREZ, MARIA	80.39						
	1404-05	09/26/22 RL MTR DEP REFUND AFT APPL TO	80.39			604 2212			1010
		Total for Vendor:	80.39						
40258		23 PHILLIPS WINE & SPIRITS	6,313.25						
	6466235	09/22/22 LIQUOR	1,860.29			609 975 4975	251		1010
	6466235	09/22/22 FREIGHT	33.11			609 975 4975	335		1010
	6466236	09/22/22 WINE	758.50			609 975 4975	251		1010
	6466236	09/22/22 FREIGHT	21.86			609 975 4975	335		1010
	6470202	09/29/22 LIQUOR	3,173.45			609 975 4975	251		1010
	6470202	09/29/22 FREIGHT	49.40			609 975 4975	335		1010
	6470203	09/29/22 WINE	224.15			609 975 4975	251		1010
	6470203	09/29/22 FREIGHT	5.69			609 975 4975	335		1010
	6470204	09/29/22 MIXES	48.00*			609 975 4975	254		1010
	6470204	09/29/22 FREIGHT	1.90			609 975 4975	335		1010
	6471071	09/29/22 LIQUOR	135.00			609 975 4975	251		1010
	6471071	09/29/22 FREIGHT	1.90			609 975 4975	335		1010
		Total for Vendor:	6,313.25						
40259		3936 POMP'S TIRE SERVICE INC	550.77						
	230117859	09/26/22 TIRE REPAIR-CASE 721	550.77			101 310 4310	400		1010
		Total for Vendor:	550.77						
40238		4037 PREFERRED HEATING & COOLING LLC	977.50						
	6056	09/19/22 A C REPAIR-WWTP	860.50			602 947 4947	400		1010
	6193-1	09/20/22 A C REPAIR-WWTP	117.00			602 947 4947	400		1010
		Total for Vendor:	977.50						

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40239		780 RAPPE, LINDA	18.99						
	09/24/22	T TISSUE-C H (COSTCO)	18.99			101 140 4140	210		1010
		Total for Vendor:	18.99						
40240		2005 RESERVE ACCOUNT	500.00						
	22870844-7	09/19/22 POSTAGE METER REFILL	150.00			101 140 4140	325		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	15.00			101 210 4210	325		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	15.00*			101 310 4310	325		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	15.00*			101 510 4510	325		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	10.00			211 550 4550	210		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	15.00			290 650 4650	325		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	20.00			601 944 4944	325		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	20.00			602 949 4949	325		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	100.00			604 959 4959	325		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	15.00			605 963 4963	325		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	10.00			606 516 4516	210		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	100.00*			609 976 4976	210		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	10.00			101 518 4518	210		1010
	22870844-7	09/19/22 POSTAGE METER REFILL	5.00			101 220 4220	210		1010
		Total for Vendor:	500.00						
40241		6360 RINGDAHL ARCHITECTS INC	3,937.50						
	2224.3	09/19/22 ARCHITECT SERV-JULY	3,937.50*			609 976 4976	440		1010
		Total for Vendor:	3,937.50						
40242		95 ROCHESTER SAND & GRAVEL	924.96						
	4900028740	09/20/22 1/2" COMM'L MIX	360.80			601 943 4943	220		1010
	4900028740	09/20/22 1/2" COMM'L MIX	564.16			101 311 4311	220		1010
		Total for Vendor:	924.96						
40260		63 SCHOTT DIST CO INC	10,418.35						
	486184	09/22/22 BEER	6,900.25*			609 975 4975	252		1010
	486184	09/22/22 NA BEVERAGE	42.50*			609 975 4975	254		1010
	486188	09/22/22 LIQUOR	216.00			609 975 4975	251		1010
	487166	09/29/22 BEER	3,259.60*			609 975 4975	252		1010
		Total for Vendor:	10,418.35						

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40297		4663 SE MINNESOTA EMS	25.00						
	12920 09/13/22 5 FR RUN REPORTS		25.00			101 220 4220	210		1010
		Total for Vendor:	25.00						
40306		64 SELCO	1,380.38						
	050487 10/05/22 OCT.-AUTOMATION & PC SUPPORT		1,518.68			211 550 4550	309		1010
	050487 10/05/22 PATRON FEES-PAID ON-LINE		-138.30			211 550 3513			1010
		Total for Vendor:	1,380.38						
40298		6515 SOLAND, BRENT L.	350.00						
	09/15/22 VEH. EXTRICATION TRAINING		350.00			101 220 4220	330		1010
		Total for Vendor:	350.00						
40261		3850 SOUTHERN GLAZER'S WINE &	3,896.60						
	2261179 09/21/22 LIQUOR		1,849.74			609 975 4975	251		1010
	2261179 09/21/22 WINE		132.00			609 975 4975	251		1010
	2261179 09/21/22 FREIGHT		23.00			609 975 4975	335		1010
	2264120 09/28/22 LIQUOR		1,786.55			609 975 4975	251		1010
	2264120 09/28/22 WINE		88.00			609 975 4975	251		1010
	2264120 09/28/22 FREIGHT		17.31			609 975 4975	335		1010
		Total for Vendor:	3,896.60						
40313		6231 SxSE MN BREWING CO.	280.00						
	555790 09/29/22 BEER		280.00*			609 975 4975	252		1010
		Total for Vendor:	280.00						
40243		498 TEIGEN PAPER & SUPPLY	114.83						
	97945 09/28/22 SOFT SCRUB/ROLL TOWELS		35.05			211 550 4550	220		1010
	97946 09/28/22 CLNRS/NIT GLVS		52.46			101 210 4210	220		1010
	97946 09/28/22 FOLD TOWELS		27.32			101 210 4210	210		1010
		Total for Vendor:	114.83						
40299		4108 ULTIMATE SAFETY CONCEPTS INC	764.00						
	201295 08/11/22 SENSOR MODULES		764.00			101 220 4220	240		1010
		Total for Vendor:	764.00						

10/07/22
13:09:58

CITY OF KASSON
Claim Approval List
For the Accounting Period: 10/22
For Pay Date: 10/13/22

Page: 19 of 22
Report ID: AP100V

For Pay Date = 10/13/22

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
40267		6361 VELASCO, ELIZABETH	115.95						
	0617-07	09/26/22 RL/WA MTR DEP REFUND AFT APPL	115.95			604 2212			1010
		Total for Vendor:	115.95						
40268		6514 VERDUGO, ANNA	66.00						
	1348-20	09/26/22 RL MTR DEP REFUND AFT APPL TO	66.00			604 2212			1010
		Total for Vendor:	66.00						
40317		3382 VERIZON WIRELESS	1,772.10						
	9916253906	09/20/22 CELL PHONES-P D	1,068.62			101 210 4210	321		1010
	9916253906	09/20/22 CELL PHONES-STREETS	91.07			101 310 4310	321		1010
	9916253906	09/20/22 CELL PHONES-PARKS	73.94			101 510 4510	321		1010
	9916253906	09/20/22 CELL PHONES-WATER	76.42			601 944 4944	321		1010
	9916253906	09/20/22 CELL PHONES-WW	38.21			602 949 4949	321		1010
	9916253906	09/20/22 CELL PHONES-WW PLANT	38.21			602 947 4947	321		1010
	9916253906	09/20/22 CELL PHONE-P.W. DIRECTOR	41.19			604 959 4959	321		1010
	9916253906	09/20/22 CELL PHONES-ELECTRIC	300.27			604 959 4959	321		1010
	9916253906	09/20/22 CELL PHONE-ARENA	44.17			606 516 4516	321		1010
		Total for Vendor:	1,772.10						
40262		5047 WATERVILLE FOOD & ICE INC	105.80						
	04-214448	09/27/22 ICE-L.S.	105.80*			609 975 4975	257		1010
		Total for Vendor:	105.80						
40278		637 WEBER, LETH & WOESSNER PLC	2,600.00						
	SEPT '22PR	09/30/22 22.2 HRS LEGAL-P D	2,600.00			101 160 4160	304		1010
		Total for Vendor:	2,600.00						
40244		5182 WHKS & CO.	17,951.55						
	46576	09/19/22 KASSON MEADOWS 7-ENG REV & OBS	620.00			101 1155			1010
	46575	09/19/22 2022 STR & SIDEWALK MAINT	5,366.25*			101 311 4311	303		1010
	46578	09/19/22 16 ST NW EXTENSION	1,311.20*			426 196 4196	303		1010
	46576	09/19/22 MISC DEVELOPMENT ASSISTANCE	647.00*			101 191 4191	430		1010
	46591	09/19/22 I & I IMPLEMENTATION	2,355.68			602 948 4948	303		1010
	46576	09/19/22 BIGELOW VOIGT 8-ENG REV & OBS	124.00			101 1155			1010
	46594	09/19/22 SUMP PUMP/SAN SEWER INSPECT	2,789.17			602 948 4948	303		1010

10/07/22
13:09:58

CITY OF KASSON
Claim Approval List
For the Accounting Period: 10/22
For Pay Date: 10/13/22

Page: 20 of 22
Report ID: AP100V

For Pay Date = 10/13/22

* ... Over spent expenditure

Claim/	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
	46576	09/19/22 KWIK TRIP-PLANNING REVIEW	372.00			101 1155			1010
	46576	09/19/22 KOMET ACRES-ENG REV & OBSER	2,887.75			101 1155			1010
	46584	09/19/22 VAIL PROPERTY DEVELOPMENT	1,106.50*			246 650 4650	303		1010
	46575	09/19/22 FIRE HALL TOPO & WELLS	372.00*			101 220 4220	303		1010
		Total for Vendor:	17,951.55						
40314		2407 WINE MERCHANTS	180.47						
	7397644	09/29/22 WINE	176.67			609 975 4975	251		1010
	7397644	09/29/22 FREIGHT	3.80			609 975 4975	335		1010
		Total for Vendor:	180.47						
		# of Claims	83	Total:	236,747.65	# of Vendors	83		

10/07/22
13:10:00

CITY OF KASSON
Fund Summary for Claims
For the Accounting Period: 10/22

Page: 21 of 22
Report ID: AP110

Fund/Account	Amount
101 General Fund	
1010 CASH-OPERATING	\$117,887.50
210 STABILIZATION FUND	
1010 CASH-OPERATING	\$4,620.00
211 Library Fund	
1010 CASH-OPERATING	\$2,434.52
213 ARPA	
1010 CASH-OPERATING	\$20,000.00
246 Vail Property	
1010 CASH-OPERATING	\$1,106.50
290 Economic Development	
1010 CASH-OPERATING	\$573.78
424 Hwy 57	
1010 CASH-OPERATING	\$92.00
426 16th St NW	
1010 CASH-OPERATING	\$1,311.20
601 Water Fund	
1010 CASH-OPERATING	\$9,331.61
602 Sewer Fund	
1010 CASH-OPERATING	\$9,324.85
604 Electric Fund	
1010 CASH-OPERATING	\$12,840.33
605 Storm Water	
1010 CASH-OPERATING	\$763.21
606 ICE ARENA	
1010 CASH-OPERATING	\$611.22
609 Liquor Fund	
1010 CASH-OPERATING	\$55,850.93
Total:	\$236,747.65

10/07/22
13:10:00

CITY OF KASSON
Claim Approval Signature Page
For the Accounting Period: 10 / 22

Page: 22 of 22
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

CITY OF KASSON
RESOLUTION #10.____ -22

RESOLUTION ACCEPTING DONATIONS TO FIRE DEPARTMENT

WHEREAS, The Auto Club Group made a donation to the City of Kasson Fire Department in the amount of \$920.00 to be allocated to lawful purposes to support the acquisition of roadside visibility equipment.

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

The donation to the City of Kasson is hereby accepted.

ADOPTED this 12th day of October, 2022.

ATTEST:

Chris McKern, Mayor

Linda Rappe, City 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: _____.



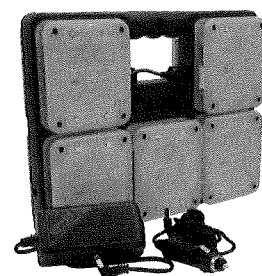
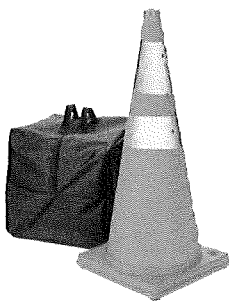
2022 TRAFFIC SAFETY GRANT

Kasson Fire Department has been selected as a recipient for AAA-Auto Group Club's (Minnesota) 2022 Traffic Safety Grant.

One of the grants main priorities was to help support roadside responder safety. Kasson Fire submitted a grant request for pop-up lighted cones and smart sequential road flares (Rechargeable). The total grant amount was \$919.90.

It is well documented that one of the most dangerous situations that first responders are involved in is the ones that happen on the roadway. Unfortunately, many motorists do not follow Minnesota's move over law. So, we must take extra steps to get compliance. Motorists are used to seeing cones being deployed for direction around construction areas. With the addition of these two cones, we can add to our ability to provide direction on where we want the motorist to travel around our scene. Due to their portability and quick deployment, we can immediately start setting up a safe route of travel. Roadway scenes at night can lead to increase confusion among motorists on where to travel. The numerous different lights from vehicles can make it difficult to navigate. By utilizing smart sequential road flares, the motorists can easily follow the directional lights on the roadway itself to safely move around the scene. It will give them directional guidance to focus on to keep them and us safe.

Kasson Fire Department is honored and grateful to be the recipient of this grant. Thank you to AAA-Auto Group Club (Minnesota)!



Tamera Richard

Sep 14, 2022, 12:49 PM

to me

On behalf of KM schools, I wanted to thank you to you and your amazing team for the top notch ERT training for the start of our school year. We appreciate you and your team coming in and presenting such valuable information for our staff. The hands on experience is so helpful and everything you presented will be information we can use in the upcoming school year with different situations.

Thank you again and we are lucky to have such a valuable fire department and ambulance in Dodge County!

Take care!

Tammy

Tammy Richard, LSN
KM Schools District Nurse
507-634-1108

Kasson Fire Department – Monthly Meeting
October 3, 2022 - 1900

Meeting Called to Order: Chief Joe Fitch

Roll Call

Minutes of the previous meeting: Read and Approved

Treasurer's Report – Relief General Fund: \$60,318.57

Appointment of Entertainment: (NOV) MacMonegle / Menchaca

Training/Drill(s):

OCT 10 - EMR Skills Test (for those that are renewing)

OCT 17 - Hose deployment

OCT 24 - Forcible Entry with Riverland

Guest(s):

NONE

Old Business:

- **Family Day**
 - Thank you to the Miller's for hosting and Rudy for cooking. Thank you to the guys that came.
 - The plan is to have it the third weekend in September moving forward
- **Zumbro Valley Mutual Aid meeting at West Concord Fire Station**
 - **October 11th at 1900**
- **Fire Prevention Week**
 - **Wednesday, Oct 12th**
 - **School demonstrations will be from 0830-1000**
 - **Open house from 1800-2000 , wear EMR black gear**
- **October 8th - Silent Auction and Bean Bag Tournament**
 - **Legion, setup around 0900**

New Business:

- **Thank yous**
 - **Tammy from KM for training their Emergency Response Team**
- **Banquet update**
 - **Saturday, January 21st**
 - **Nominations will be done via Google Forms**
- **October 9th**
 - **Veteran appreciation event at the fairgrounds, would like a truck from 1200-1500**
- **October 10th**
 - **CKP from 1030-11 and 12-1230**

- **October 18th**
 - First grade immersive experience day 0800-1100
- **October 27th**
 - Hero day at Kasson Head Start from 0900-1000
- **November 11th**
 - Veteran's Day Program at Elementary School
 - Program starts at 0840
 - Set ladder up with flag and wear Class A
- **November 21st**
 - Chili and Oyster mutual aid dinner
 - We will be cooking on November 20th - if able to help contact Deputy Chief Seljan
- **Relief officer positions**
 - Letter of intent due by November 21st, send to D.C. Seljan
 - Vice President, Treasurer, and Trustee
- **Legion Steak Fry**
 - December 3rd
- **Frontline worker pay**
 - Should have received email stating you have been approved
- **Reports**
 - Over a dozen were missing signatures, wrong member placement in apparatus, missing members in apparatus
- **Grass Burns**
 - End of October/Early November, communication will be last minute
- **AAA Mini Grant**
 - We received two lighted cones sets and synchronized directional lights to help keep us safe on the roadway
- Lt. Lawrence provided an update on finances from the festival weekend and raffle tickets. Thank you all for your hard work
- Yearly dues (\$10) are needed to be given to Curtis by last drill of October

Officers Update:

Relief Updates: Voted and passed for transfer of all investments from Parr McKnight to SBI

=====

Kasson Fire Department – Monthly Meeting cont.

October 3, 2022

▪ Apparatus / Other Status Reports

- Rescue Generator is not working
- Engine I
- Engine II
- Tanker I
- New tanker
- Ladder I
- Grass Rig
- Utility
- Chief's truck
- EMR Unit
- HAZMAT

Bills Reviews by Relief:

- N/A

Review of Calls:

59	Calls for Sept 2022
47	EMS
	MVC
	Rescue
1	Fire
3	Alarm
2	Canceled
1	Gas leak
5	Other

Capt. Miller led a discussion about a unique situation on a recent call.

Good of the Assoc: None

Meeting Adjourned

Respectfully Submitted: Lindsey Derby, Sec / Treas '22

... Firefighters not in attendance – Please sign and date your reading of the Meeting Minutes ...

_____	_____
_____	_____
_____	_____

KASSON PARK BOARD MINUTES

SEPTEMBER 20, 2022 DRAFT

Pursuant to due call and notice thereof, a meeting of the Kasson Park Board was duly held at Kasson City Hall on the 20th day of September 2022 at 6:00 P.M.

THE FOLLOWING PARK BOARD MEMBERS WERE PRESENT: Janet Sinning, Chuck Coleman, Ryan Christensen, Chris Petree, Greg Kuball and Jon Knutson

THE FOLLOWING WERE ABSENT: Liza Larsen

ALSO PRESENT: Finance Director Nancy Zaworski, City Administrator Tim Ibisch, Parks & Rec Supervisor Ron Unger, Matt Franke, Eric Gruhlke, Matt Nelson and Deputy Clerk Jan Naig

I. Call to Order: The meeting was called to order at 6:01 P.M. by Acting Chairperson Unger.

II. Approve minutes: Motion by Kuball and second by Coleman, with all voting Aye, to approve the minutes of the August 2022 Park Board Meeting.

III. New Business:

- A. KMBA representatives.** Matt Franke spoke on behalf of the KMBA. The group wants the Park Board to know how many participants they have in their programs and how the existing fields are being utilized. There are currently 460 participants on 35 teams in their association. All of the City's fields including J. Hyde Kasson Park are being used throughout the summer. They had some concerns about that baseball field being turned into a soccer field.

Unger distributed copies of a concept plan for the Vail Property which would include four additional ball fields. This will take years to complete because a road and bridge over the creek will need to be constructed. Unger talked about the possibility of using Prairie View Park for soccer in the fall and baseball in the summer as a way to add additional fields.

When asked about their needs, the members indicated a minimum of 2 varsity size fields and additional batting cages would be ideal.

There was also a suggestion to work with the K-M School Board or Joint Ventures to see if there are any other options available for a varsity size baseball field.

K.A.C. year-end review. Zaworski presented information showing the revenues from each of the programs, memberships and daily sales at the Aquatic Center. She also had data concerning the current revenue and expenditures for the facility. Unger met with the Pool Manager and Assistants at the end of the season to get their input on the changes that

were made in 2022 and to see what would work better in 2023. He distributed a proposal for 2023 Aquatic Center programs, hours and fees for the Board to consider. Christensen asked if the non-resident fees should be increased since the city taxpayers are already paying for the deficit in the Aquatic Center funds. The Board was asked to look at the information and come back in October with their recommendations to finalize plans for 2023.

Unger also handed out a schedule of what he does to keep the Aquatic Center running for an entire season. This schedule was done to help his successor have a smooth transition. The Board asked about Unger's replacement and if there is someone that will fill his role. There is no indication at this time that there will be a replacement.

IV. Old Business:

- A. Planter – Veterans Memorial Park.** Christensen reported the City Council did not make a decision on removal of the old stone planter in Veterans Memorial Park. They are leaning more towards taking it out because it is becoming a safety hazard. Unger indicated Ibisch received information that the planter was not part of the original W.P.A. project and it was built with leftover materials from the W.P.A. projects.

Sinning asked if our new veterans' memorial should be in a more visible place in the City rather than in the park in the center of the City. A different location for the memorial can be considered when finalizing plans for the new memorial.

Motion by Christensen and seconded by Coleman, to recommend taking down the planter in Veterans Memorial Park. Those voting for removal: Knutson, Coleman, Petree, Kuball and Christensen. Those against: Sinning.

Any rock that is salvageable, will be kept at the Public Works Building or wastewater plant for possible future use.

Unger is working with SL Contracting and Legends Concrete to finish the curb and cement work on the wall project in Veterans Memorial Park. The cemetery road has been blacktopped. The Lions Park and Library parking lots should be done in the next few weeks. Our Parks Department is now working on the playground/landscape project in Veterans Memorial Park.

V. Correspondence: None.

- VI. Adjourn:** Motion by Kuball and second by Christensen, with all voting Aye, to adjourn the meeting at 7:38 P.M.

Acting Chairperson

Deputy Clerk

The next meeting will be on October 18th. The Aquatic Center programs, fees and hours will be set. Note: This will be the last meeting Unger attends as Parks and Recreation Supervisor.

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



October 4, 2022

Tim Ibisch, City Administrator
City of Kasson
401 5th Street SE
Kasson, MN 55944-2204

RE: Kasson, MN
Fairgrounds Water Tower
Pay Request 8

Dear Tim:

Enclosed is Pay Request No. 8 for work on the above referenced project. We recommend payment in the amount of \$114,950.00 to:

Maguire Iron, Inc.
P.O. Box 1446
Sioux Falls, SD 57101

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in blue ink, appearing to read "Eric Tourdot".

Eric A. Tourdot, P.E.

EAT/et

Enclosures

cc:

Bret Teymer, Maguire Iron, Inc.



Contractor's Application for Payment No. 8

Application Period: 9/1/22 - 9/30/22	Application Date: 9/29/2022
To (Owner): City of Kasson, MN	From (Contractor): Maguire Iron, Inc.
Project: Fairgrounds Water Tower Kasson, MN	Via (Engineer): WHKS
Owner's Contract No.: N/A	Contractor's Project No.: N/A
	Engineer's Project No.: 9297

Application For Payment

Change Order Summary

Approved Change Orders			1. ORIGINAL CONTRACT PRICE.....	\$ 2,028,700.00
Number	Additions	Deductions	2. Net change by Change Orders.....	\$
			3. Current Contract Price (Line 1 ± 2).....	\$ 2,028,700.00
			4. TOTAL COMPLETED AND STORED TO DATE	
			(Column F total on Progress Estimates).....	\$ 1,676,000.00
			5. RETAINAGE:	
			a. 5% X \$ 1,676,000.00 Work Completed.....	\$ 83,800.00
			b. 5% X \$ - Stored Material.....	\$
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ 83,800.00
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 1,592,200.00
			7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$ 1,477,250.00
			8. AMOUNT DUE THIS APPLICATION.....	\$ 114,950.00
			9. BALANCE TO FINISH, PLUS RETAINAGE	
			(Column G total on Progress Estimates + Line 5.c above).....	\$ 436,500.00
TOTALS				
NET CHANGE BY				
CHANGE ORDERS				

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By:  Date: 9/29/2022

Inspector Signature

By: _____ Date: _____

Payment of: \$ **114,950.00**
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____
(Engineer) (Date)

is approved by: _____
(Owner) (Date)

Progress Estimate - Lump Sum Work

Contractor's Application

For (Contract): Maguire Iron, Inc.				Application Number: 8				
Application Period: 9/1/22 - 9/30/22				Application Date: 9/29/2022				
			Work Completed		E	F		G
A		B	C	D	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (F / B)	Balance to Finish (B - F)
Item Number	Description	Scheduled Value (\$)	From Previous Application (C+D)	This Period				
1	Design Drawings/Insurance/Bond	\$ 125,000.00	\$ 125,000.00	\$ -	\$ -	\$ 125,000.00	100.0%	\$ -
2	Mobilization	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	100.0%	\$ -
3	Foundation	\$ 385,000.00	\$ 385,000.00	\$ -	\$ -	\$ 385,000.00	100.0%	\$ -
4	Piping	\$ 300,000.00	\$ 300,000.00	\$ -	\$ -	\$ 300,000.00	100.0%	\$ -
5	Steel Receipts	\$ 280,000.00	\$ 280,000.00	\$ -	\$ -	\$ 280,000.00	100.0%	\$ -
6	Shop Fabrication	\$ 355,000.00	\$ 355,000.00	\$ -	\$ -	\$ 355,000.00	100.0%	\$ -
7	Steel Delivery	\$ 20,700.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	72.5%	\$ 5,700.00
8	Tank Erection	\$ 320,000.00	\$ 30,000.00	\$ 121,000.00	\$ -	\$ 151,000.00	47.2%	\$ 169,000.00
9	Painting	\$ 105,000.00	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	14.3%	\$ 90,000.00
10	Electrical	\$ 33,000.00	\$ -	\$ -	\$ -	\$ -		\$ 33,000.00
11	Demo Tower & Existing Items	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -		\$ 40,000.00
12	Fencing and Sitework	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -		\$ 15,000.00
	Totals	\$ 2,028,700.00	\$ 1,555,000.00	\$ 121,000.00	\$ -	\$ 1,676,000.00		\$ 352,700.00

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



October 3, 2022

Mr. Tim Ibisch
City Administrator
City of Kasson
401 5th St. SE
Kasson, MN 55944

RE: Kasson, MN
Lions Park and Library Parking Lot Improvements
Pay Request No. 2

Dear Tim:

Enclosed is Pay Request No. 2 for work on the above referenced project. We recommend payment in the amount of \$101,314.22 to:

SL Contracting
2510 Schuster Lane NW
Rochester, MN 55901

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in black ink, appearing to read 'Brandon Theobald', written over a light blue horizontal line.

Brandon Theobald, P.E.

BT/cf

Enclosure

cc: Cory Felderman, WHKS (file)
Trevor Lampland, SL Contracting, Inc.

2905 South Broadway
Rochester, MN 55904
Phone 507-288-3923



engineers + planners + land surveyors

PARTIAL PAYMENT ESTIMATE
FOR CONSTRUCTION WORK COMPLETED

Project: Lions Park and Library Parking Lot Improvements
Project No.: 8104.22
Location: Kasson, MN
Contractor: SL Contracting

Bid Price: \$189,706.95
Date: Oct. 3, 2022
Estimate #: 2
% Complete: 105%

Item No.	Description	Contract Quantity	Unit	Unit Price	Quantity Completed Previous	Quantity Completed This	Quantity Completed to Date	Total
Schedule A - Library Parking Lot								
1	Mobilization	1	L.S.	\$7,200.00	1		1	\$7,200.00
2	Remove and Salvage Sign	3	Each	\$150.00	3		3	\$450.00
3	Remove Storm Sewer Structure	1	Each	\$840.00	1		1	\$840.00
4	Remove Bituminous Pavement	58	S.Y.	\$4.00	0	58	58	\$232.00
5	Clear and Grub Tree	2	Each	\$270.00	2		2	\$540.00
6	Remove Concrete Pavement	35	S.Y.	\$15.00	35		35	\$525.00
7	Common Excavation (P)	365	C.Y.	\$12.95	365		365	\$4,726.75
8	Geotextile Fabric, Type 7 (P)	1024	S.Y.	\$3.95	0	1,024	1,024	\$4,044.80
9	Subgrade Preparation	1	L.S.	\$700.00	0.5	0.5	1	\$700.00
10	Aggregate Base, Class 5 (P)	231	C.Y.	\$30.00	0	231	231	\$6,930.00
11	Type SP 12.5 Bituminous Wearing Course	95	Ton	\$99.50	0	105	105	\$10,447.50
12	Type SP 12.5 Bituminous Non-Wearing Course	95	Ton	\$97.50	0	86	86	\$8,385.00
13	Concrete Curb & Gutter Design B612	61	L.F.	\$34.50	0	61	61	\$2,104.50
14	5" Concrete Walk	306	S.F.	\$9.00	0	306	306	\$2,754.00
15	F&I 12" HDPE Dual Wall Storm Sewer	199	L.F.	\$37.00	199		199	\$7,363.00
16	F&I 8" PVC-SDR 35 Storm Sewer	58	L.F.	\$37.95	58		58	\$2,201.10
17	F&I 8" PVC-SDR 35 Storm Sewer Riser	3	Each	\$995.00	3		3	\$2,985.00
18	Construct Structure, Type 4 (48")	4	Each	\$2,745.00	3.5	0.5	4	\$10,980.00
19	Traffic Control	1	L.S.	\$500.00	0.25	0.75	1	\$500.00
20	Striping	1	L.S.	\$725.00	0	0.75	0.75	\$543.75
21	Inlet Protection	4	Each	\$200.00	0	4	4	\$800.00
22	Turf Restoration	1	L.S.	\$1,900.00	0	0.5	0.5	\$950.00
EXTRA	Subgrade correction - including drain tile	1	L.S.	\$10,000.00	0	1	1	\$10,000.00
								Schedule A - Library Parking Lot
								\$86,202.40
Schedule B - Lions Park Parking Lot								
1	Mobilization	1	L.S.	\$5,000.00	1		1	\$5,000.00
2	Common Excavation (P)	246	C.Y.	\$12.95	246		246	\$3,185.70
3	Subgrade Preparation	1	L.S.	\$500.00	1		1	\$500.00
4	Aggregate Base, Class 5 (P)	115	C.Y.	\$30.00	115		115	\$3,450.00
5	Type SP 12.5 Bituminous Wearing Course	252	Ton	\$99.50	0	265	265	\$26,367.50
6	Type SP 12.5 Bituminous Non-Wearing Course	252	Ton	\$97.50	0	278	278	\$27,105.00
7	Concrete Curb & Gutter Design B612	147	L.F.	\$34.50	147		147	\$5,071.50
8	5" Concrete Walk	3274	S.F.	\$9.00	3,274		3,274	\$29,466.00
9	Concrete Flume	128	L.F.	\$49.95	128		128	\$6,393.60
10	Traffic Control	1	L.S.	\$500.00	0	1	1	\$500.00
11	Striping	1	L.S.	\$1,100.00	0	0.75	0.75	\$825.00
12	F&I Accessible Sign & Post	2	Each	\$595.00	0		-	\$0.00
13	Silt Fencing, Type Machine Sliced	680	L.F.	\$2.75	680		680	\$1,870.00
14	Turf Restoration	1	L.S.	\$5,120.00	0	0.5	0.5	\$2,560.00
								Schedule B - Lions Park Parking Lot
								\$112,294.30
								Total Work Completed Schedule A + B
								\$198,496.70

Less 5% Retainage \$9,924.84
Less Previous Payments \$87,257.64
Net Payment this Estimate \$101,314.22

**CITY OF KASSON
RESOLUTION #10.____ -22**

RESOLUTION ACCEPTING DONATIONS TO SUPPORT THE D.A.R.E. PROGRAM

WHEREAS, K-M Athletic Booster Club made a donation to the City of Kasson Police Department in the amount of \$100.00 to be allocated to lawful purposes to support the D.A.R.E. program.

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

The donation to the City of Kasson is hereby accepted.

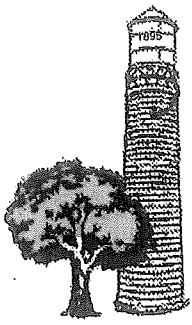
ADOPTED this 12th day of October, 2022.

ATTEST:

Chris McKern, Mayor

Linda Rappe, City 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: _____.



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 Council

From: Public Works Director Charlie Bradford

Date: September 22nd, 2022

Subject: Evaluation of Streets/Parks Public Works Worker Steve Burke

To Mayor and City Council:

Streets/Parks Public Works Worker Steve Burke has been given his annual performance review. His performance consistently meets and sometimes exceeds the requirements of the position. Steve does a good job finishing blacktop patches and plowing snow. He needs to make sure things get cleaned up and put away when jobs are completed. Steve is at the top of his pay scale (Grade 7 Step 7).

Thank you,

Charlie Bradford

CITY OF KASSON
RESOLUTION #10.____ -22

RESOLUTION ACCEPTING DONATIONS TO SUPPORT ONGOING OPERATIONS

WHEREAS, Kasson Liquor Store made a donation to the City of Kasson Fire Department in the amount of \$310.00 to be allocated to lawful purposes to support the ongoing operations.

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

The donation to the City of Kasson is hereby accepted.

ADOPTED this 12th day of October, 2022.

ATTEST:

Chris McKern, Mayor

Linda Rappe, City 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: _____.



*Relentless Pursuit of
Sustainable Energy*



SOLARSTONE

ABOUT US

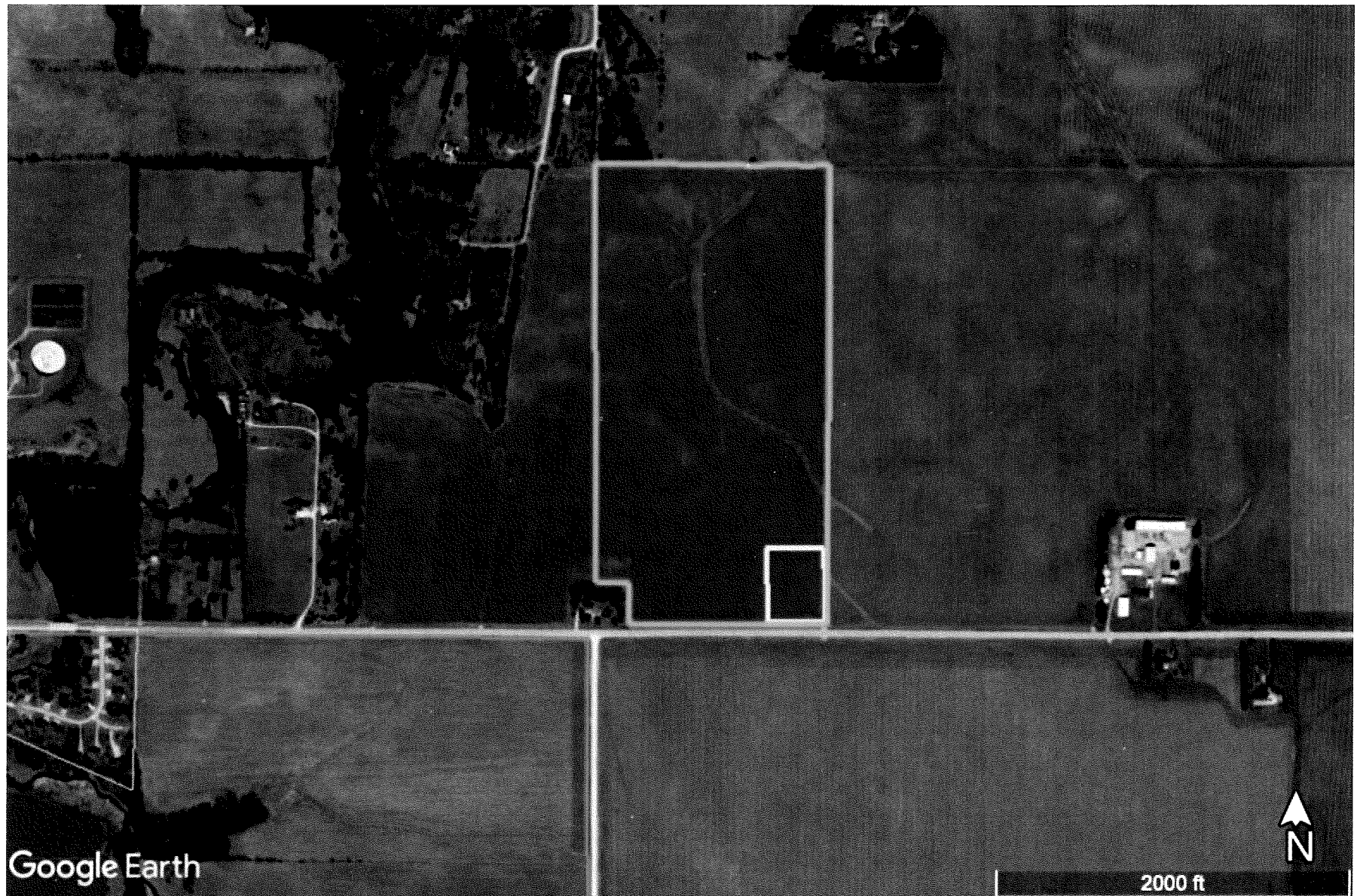
- Based in Minneapolis, Minnesota
- Community Solar Projects Developed
 - Operational in MN + IL: 16 projects, producing 69 MWac
 - Illinois Construction in 2022: 5 projects, producing 10 MWac
 - In Development: >30 projects, 100 MWac
- Mantorville Solar Project
 - 5 megawatts
 - South of town off County Road 21
- Bryon Solar Project
 - 5 megawatt
 - Southeast of town off Country Club Road
- Rochester Solar Project
 - 10 megawatts
 - West of town off Valleyhigh Road

Mantorville Solar Project



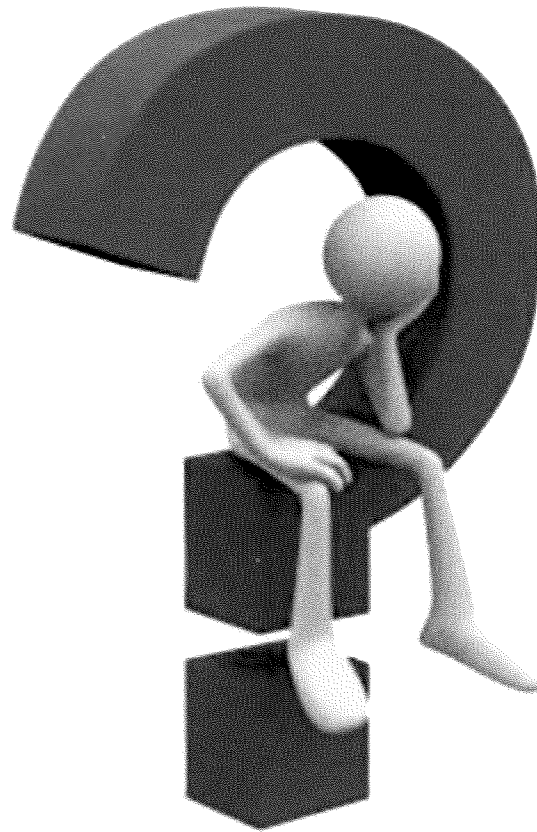
- Landowner
 - Jessup DeCook
 - 77 acres
 - 625th Street
- Project highlights
 - Originally designed as a 1 megawatt facility
 - Approximately 8 acres
 - Xcel engineering studies came back with limitations for capacity at the substation and the facility would need to be reduced in size to a ½ megawatt
 - Approximately 4 acres

Land Area/Solar Footprint



Mantorville Solar Project

- Landowner
 - Jessup DeCook
 - 77 acres
 - 625th Street
- Project highlights
 - Originally designed as a 1 megawatt facility
 - Approximately 8 acres
 - Xcel engineering studies came back with limitations for capacity at the substation and the facility would need to be reduced in size to a ½ megawatt
 - Approximately 4 acres
- Urban Expansion Zone



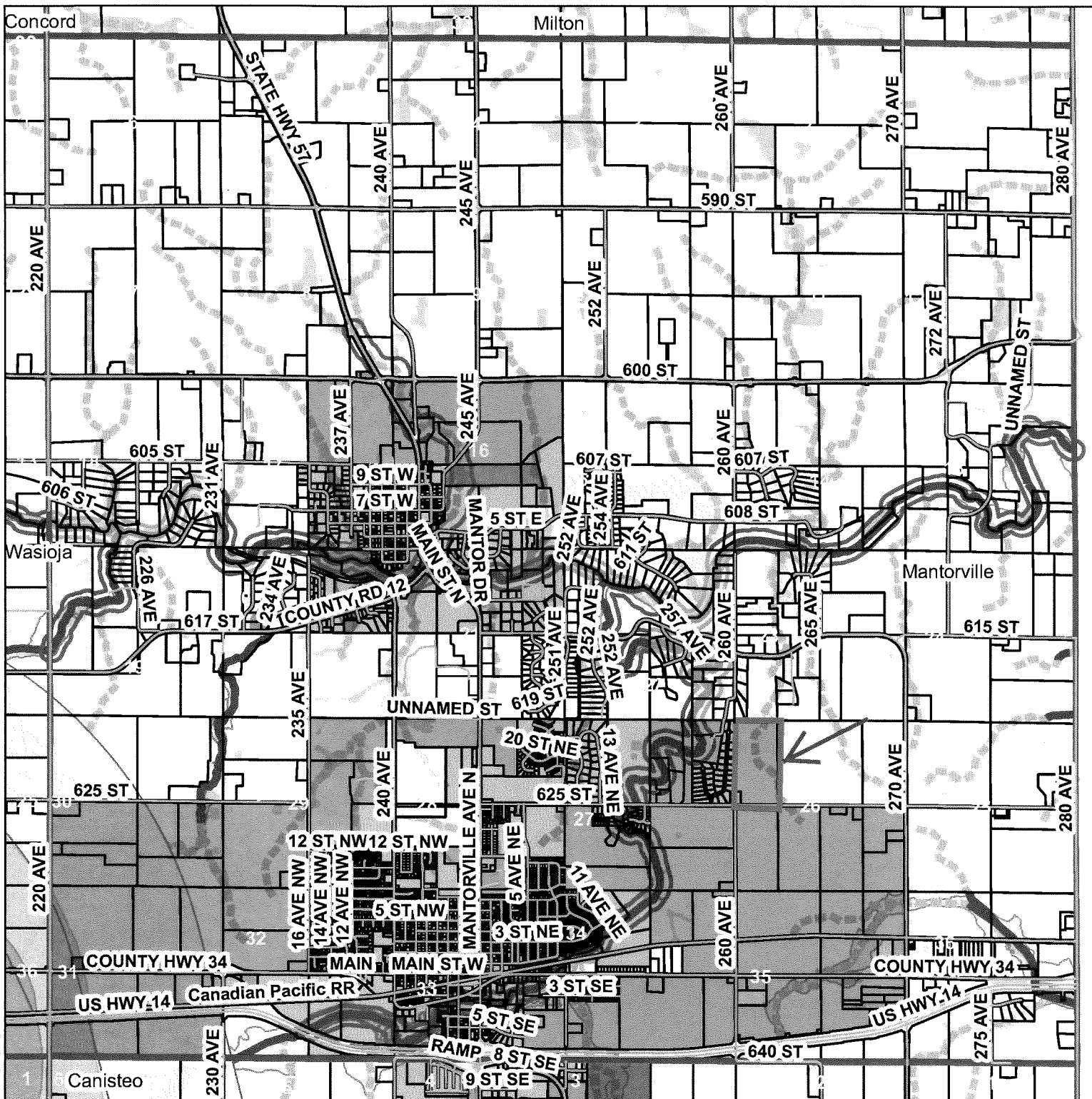
Contact Information

Gordon Simanton

612-801-2000

gordy@solarstonepartners.com

Website: www.solarstonepartners.com



Mantorville Township

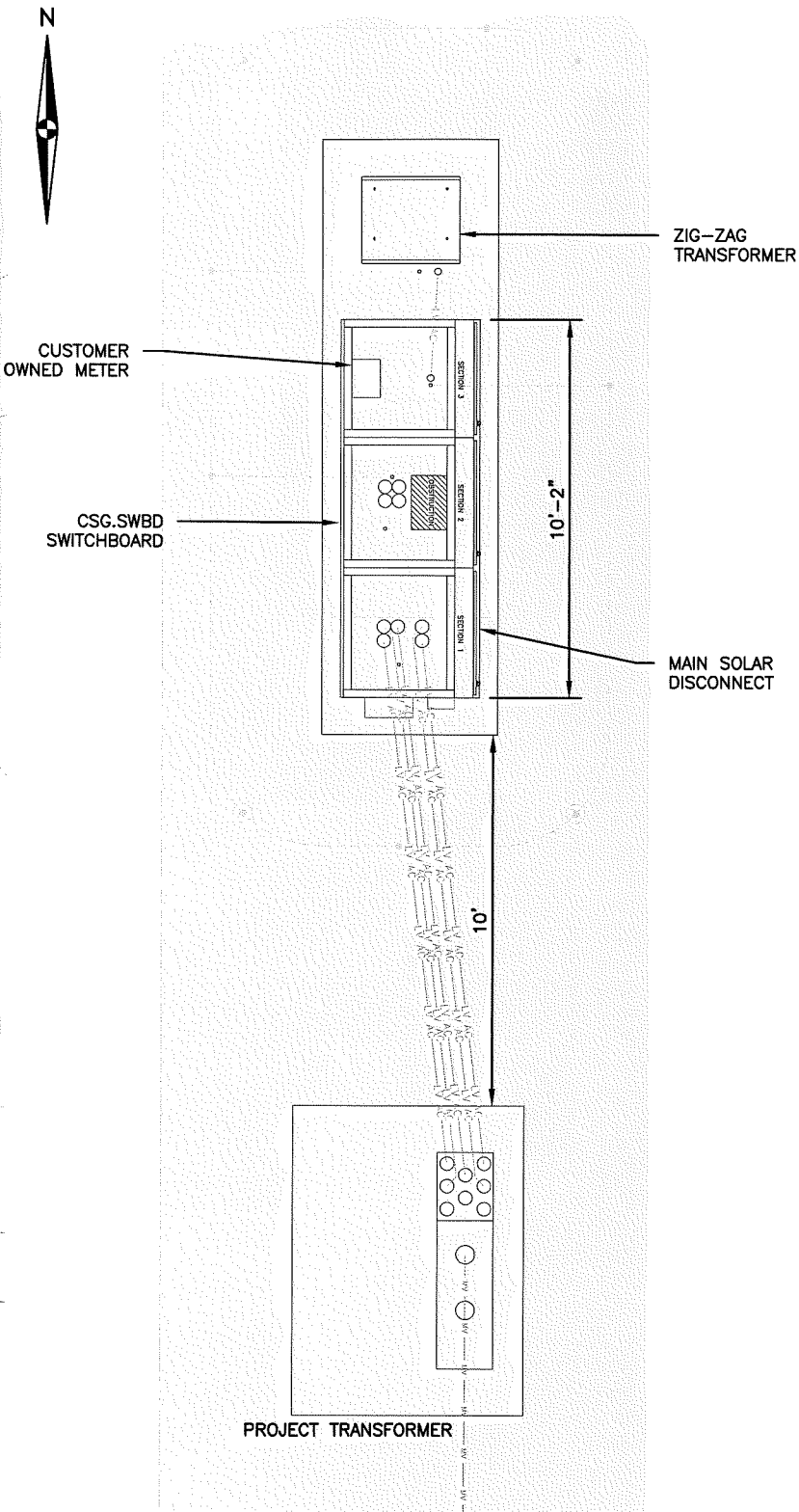
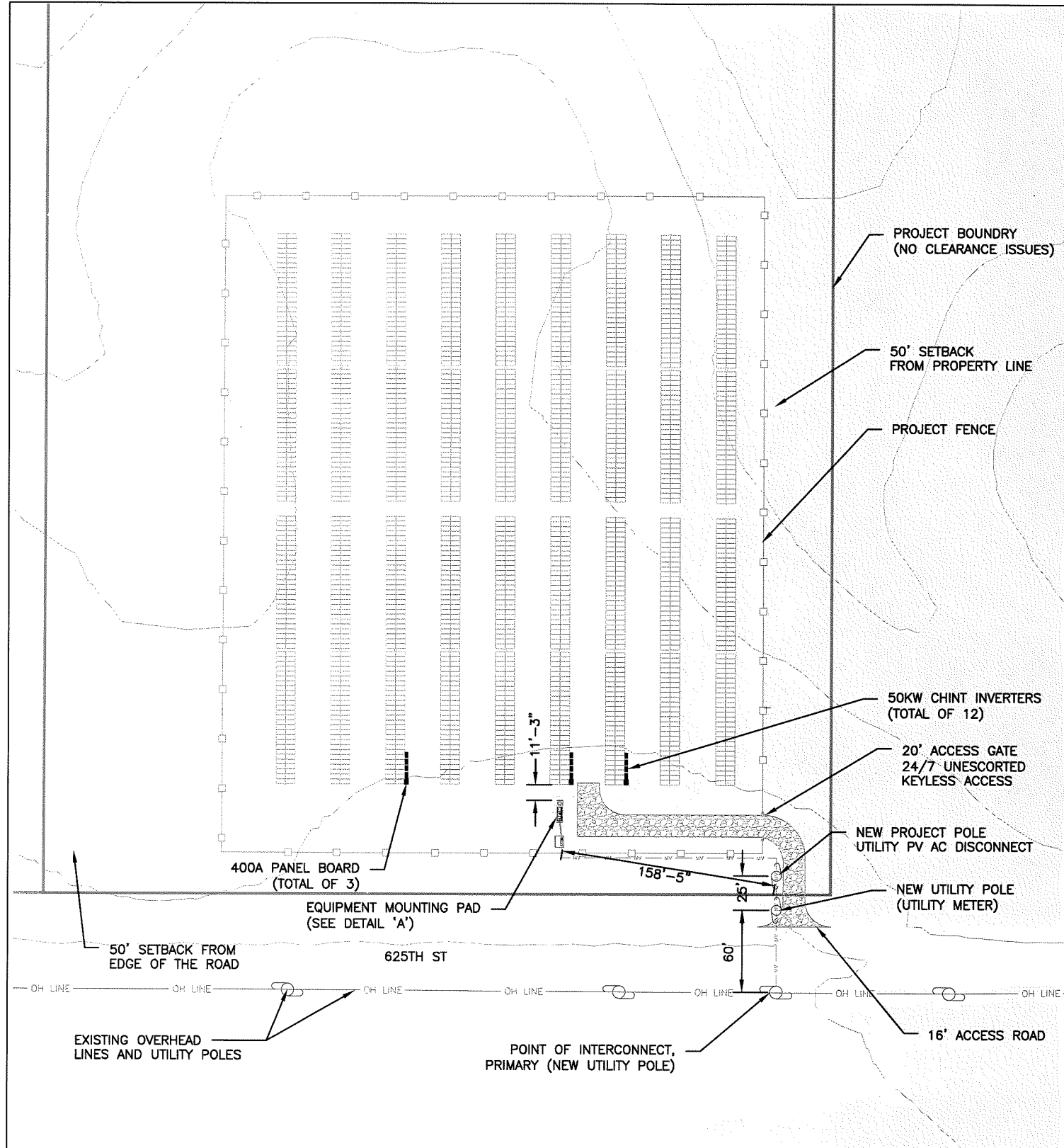
- Roads
- PLSS Townships
- Parcels
- Section Lines
- Stream Centerlines
- Wetlands
- Shoreland Buffer 300ft
- Intermittent Streams
- Perennial Streams
- FEMA Floodplain Poly

- ## Zoning Districts
- Agricultural
 - City
 - Closed Landfill
 - Commercial
 - Hamlet
 - Industrial
 - Rural Residential
 - Split
 - Urban Expansion
 - Urban Expansion Res
 - Dodge County Airport Buffer
 - Dodge County Airport Zoning

This map is neither a legally recorded map nor a survey and is not intended to be used one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown and is to be used for reference purposes only.
 Created From Goodhue Online Mapping Site. Sources: Dodge County, MN



0 4,000 8,000 US Feet



DETAIL 'A'
EQUIPMENT PAD
AND PROJECT TRANSFORMER
SCALE: 1" = 5'

MANTORVILLE SOLAR LAYOUT:
SYSTEM SIZE DC: 797,040 WATTS
SYSTEM SIZE AC: 585,000 WATTS

MODULE: CANADIAN BIFACIAL 410 WATTS
TOTAL # OF MODULES: 1944
TOTAL # OF STRINGS: 108
MODULES PER STRING: 18

SINGLE AXIS TRACKERS
TOTAL # OF 2x54 TRACKERS: 18
MODULES PER TRACKER: 108

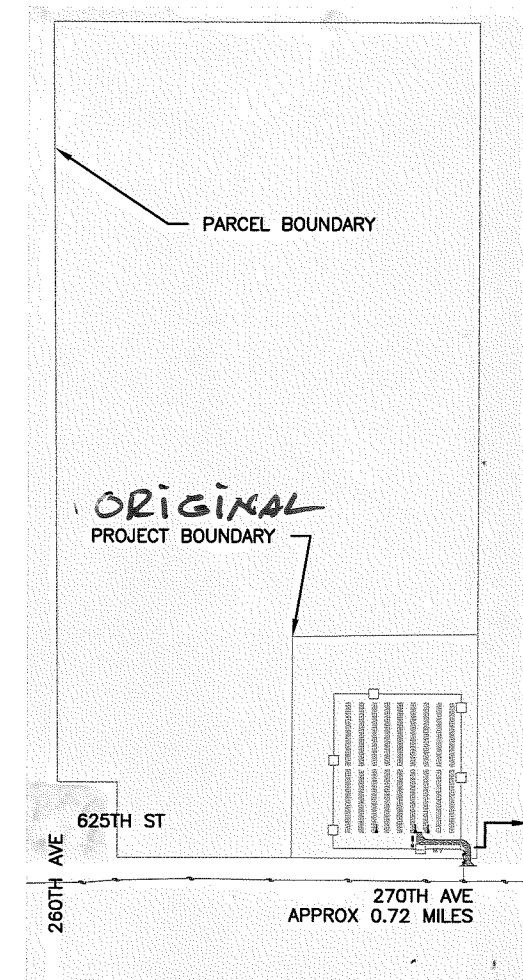
INVERTERS: CHINT 50KW/50KVA INVERTERS
TOTAL # OF INVERTERS: 12

CUSTOMER: SOLARSTONE MANTORVILLE HOLDCO LLC

CASE#: 04258194

SITE ADDRESS: 25996 625TH STREET
KASSON, MN 55944

CONTACT: GORDY SIMANTON
612-801-2000
gordy@solarstonepartners.com

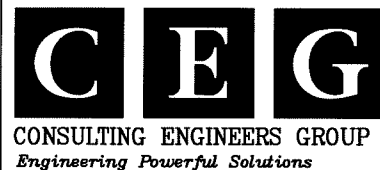


PARCEL BOUNDARY
SCALE: 1" = 600'

SCALE: 1"=100'-0"
0 50 100

THIS LINE IS ONE INCH WHEN
DRAWING IS FULL SIZE, IF NOT
ONE INCH, SCALE ACCORDINGLY.

PRELIMINARY



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION,
OR REPORT WAS PREPARED BY ME OR UNDER MY
DIRECT SUPERVISION AND THAT I AM A DULY
REGISTERED PROFESSIONAL ENGINEER UNDER THE
LAWS OF THE
STATE OF MINNESOTA
NAME: STEVE PEICHEL
DATE: 07/14/21 REGISTER NO. 51348
Steve Peichel

REVISIONS					
REV	DATE	DRW	CHK	DESCRIPTION	
A	12/01/20	JRM	SC	PRELIMINARY	
B	12/08/20	KB	SC	UPDATES PER COMMENTS	
C	12/11/20	JRM	SC	UPDATE ACCESS ROAD	
D	03/09/21	JRM	SK	XCEL COMMENTS	
E	03/23/21	SC	SC	XCEL COMMENTS	
F	07/14/22	MAK	NG	DOWNSIZED TO 585KWAC	

SOLARSTONE MANTORVILLE HOLDCO LLC
SITE PLAN

DODGE COUNTY KASSON, MN	
PROJECT# CEGSS01	REV NO. F
DWG NO. SST-MAV-E.1	

§ 90.01 DEFINITIONS.

As used in this chapter, unless the context otherwise indicates, the following words shall be defined to mean:

ANIMAL CONTROL OFFICER. The city staff charged with the duty of picking up and impounding unlicensed dogs, strays, and abandoned animals as herein provided.

ANIMAL SHELTER. Any premises designated by the city for the purpose of impounding or caring for animals held under the authority of this chapter.

AT LARGE. Off the premises of the owner and not under the control of the owner, or other competent person, by leash not exceeding eight feet in length.

DANGEROUS ANIMAL. An animal that has:

- (1) Without provocation, inflicted substantial bodily harm on a human being on public or private property; or
- (2) Killed or caused substantial bodily harm to a domestic animal without provocation while off the owner's property; or
- (3) Been found to be potentially dangerous, and after the owner has notice that the animal is potentially dangerous, the animal aggressively bites, attacks, or endangers the safety of humans or domestic animals; or
- (4) Been declared a dangerous dog pursuant to Minnesota Statutes by the animal control authority of another jurisdiction.

DOMESTIC ANIMAL. Any various non-venomous animals domesticated so as to live and breed in a tame condition. Domestic animals do not include any animal considered **NON-DOMESTIC** as defined by this section. **DOMESTIC ANIMALS** are limited to:

- (1) Dogs;
- (2) Cats;
- (3) Rabbits;
- (4) Ferrets;
- (5) Any of the class of Aves (birds) that are caged and otherwise kept inside the residence, specifically excluding poultry;
- (6) Any of the order of Rodentia such as mice, rats, gerbils, hamsters, chinchillas and guinea pigs;
- (7) Any of the class of Reptilia such as snakes, lizards, and turtles excepting those meeting the **NON-DOMESTIC ANIMAL** definition; and
- (8) Any of the class of Amphibian such as salamanders, frogs, toads excepting those meeting the **NON-DOMESTIC ANIMAL** definition.

KENNEL. Any place, building, tract of land, abode, or vehicle where four or more dogs over the age of six months are kept and maintained. **KENNEL** does not include a veterinarian licensed to practice in the State of Minnesota who keeps, congregates or confines dogs in the normal pursuit of the practice of veterinary medicine. **KENNEL** does not include an animal shelter owned and operated by any political subdivision of the state or providing animal sheltering services under contract with any political subdivision of the state.

NON-DOMESTIC ANIMAL. Those animals considered to be naturally wild and not naturally trained or domesticated; or which are considered to be farm animals or inherently dangerous to the health, safety, and welfare of people. Unless otherwise defined, **NON-DOMESTIC ANIMALS** shall include:

- (1) Any member of the cat family (Felidae) including, but not limited to, lions, tigers, cougars, bobcats, leopards and jaguars, but excluding those recognized as domesticated house cats.
- (2) Any naturally wild member of the canine family (Canidae) including, but not limited to, wolves, foxes, coyotes, dingoes, and jackals, but excluding those recognized as domesticated dogs.
- (3) Any hybrid or crossbreeds between an animal defined in divisions (1) or (2) and a domestic animal and offspring from all subsequent generations of those hybrids or crosses, such as the crossbreed between a wolf and a dog.
- (4) Any member or relative of the mammal family including any skunk (whether or not descended), raccoon, or squirrel, but excluding those members otherwise defined or commonly accepted as domesticated pets.
- (5) Any poisonous, venomous, constricting (when snake is of size causing inherent risk to humans), or inherently dangerous member of the reptile or amphibian families including, but not limited to, rattlesnakes, boa constrictors, pit vipers, crocodiles and alligators.
- (6) Goats, pigs (including pot bellied pigs), poultry, horses, cattle, llama, bison.
- (7) Any other animal that is not explicitly listed above but which can be reasonably defined by the terms of this section including, but not limited to exotic animals, human primates, bear, deer, elk, ducks, and game fish.

OWNER. Any person, keeper, custodian or legal entity owning, harboring or keeping an animal, whether temporary or permanent.

POTENTIALLY DANGEROUS ANIMAL. An animal which has:

- (1) When unprovoked, bitten a human or a domestic animal on public or private property; or
- (2) When unprovoked, chased or approached a person, including a person on a bicycle, upon the streets, sidewalks, or any public or private property, other than the animal owner's property, in an apparent attitude of attack; or
- (3) A known history or propensity, tendency or disposition to attack while unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals; or
- (4) Been declared a potentially dangerous dog pursuant to Minnesota Statutes by the animal control authority of another jurisdiction.

PREMISES. Any building, structure, shelter or land whereupon animals are kept or confined.

PROPER ENCLOSURE. Securely confined indoors or in a securely enclosed and locked pen or structure suitable to prevent the animal from escaping and providing protection from the elements for the animal. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only obstacles that prevent the animal from exiting.

PROVOCATION. An act that an adult could reasonably expect may cause an animal to attack or bite.

SUBSTANTIAL BODILY HARM. Bodily injury which involves a temporary but substantial disfigurement, or which causes a temporary but substantial loss or impairment of the function of any bodily member or organ, or which causes a fracture of any bodily member.

UNPROVOKED. The condition in which the animal is not purposely agitated or disturbed. It is a rebuttable presumption that any attack on a child 14 years of age or younger for which a reasonable person connotes an intent to inflict bodily harm will be considered to be unprovoked unless the child is engaged in the commission of a crime or illegal activity, including activities classified under Minnesota Statutes as cruelty to animals.

(Ord. 857, passed 10-14-2015; Ord. 869, passed 9-13-2017; Ord. 6.2-2021, passed 6-23-2021)

§ 90.02 DOG LICENSE REQUIRED; TAGS.

(A) *License required.* It will be unlawful for any person to own, keep or harbor any dog or dogs over six months of age within the city, without having obtained a license.

(1) *Dog licenses.* No license will be issued for any dog unless the applicant presents proof of vaccination from a licensed veterinarian as proof that the dog has been immunized as required by § 90.06.

(2) *Information required.* The owner is required to state the dog's name, sex, breed, color and any other information required by the Chief of Police on each license application.

(3) *Date of payment of license fee.* It is the duty of the owner of a dog required to be licensed to pay the license fee on or before January 1 of each year, or upon acquiring ownership or possession of an unlicensed dog, or upon establishing residence in the city. All licenses will expire on the last day of December of the same calendar year following its issuance, unless a lifetime license is purchased. If any owner does not obtain a license for his/her dog by this date, a late license fee will be added onto the regular dog license fee.

(4) *Non-refundable.* No refunds will be made on any dog license fee because of the removal of the dog from the city or because of the death of the dog before the expiration of the license period.

(B) *Tags.*

(1) *Generally.* Upon approval of a dog license application, the applicant will be provided with a tag which shall be permanently fastened to the collar of the dog in such manner that the tag may be seen easily, and the tag will be worn constantly by such dog.

(2) *Duplicate tags.* When any dog tag is lost, a duplicate may be issued upon presentation of a receipt showing the payment of the license fee for the then current year. Fees for duplicate tags will be established by City Council.

(3) *Offenses involving tags.* It is unlawful to counterfeit, or attempt to counterfeit, the tags provided for in this section or to remove from any dog a tag legally placed upon it with the intent of placing it upon another dog, or to place such tag upon another dog. It is unlawful for any person to transfer any tag issued, or to place a tag upon any dog other than the one for which it was issued, provided a tag may be transferred with the dog for which it was issued.

(Ord. 857, passed 10-14-2015; Ord. 866, passed 6-14-2017)

§ 90.03 KEEPING OR HARBORING PROHIBITED.

(A) (1) No residential address shall own, care for, have custody or control of more than three dogs within the city limits.

(2) No person shall own, care for, have custody or control of, within the city limits, any non-domestic animal as defined in this chapter.

(3) *Exceptions.* An exception may be made to this prohibition for the following: non-domestic animals within the City's Agricultural Zoning District as specifically provided within the city's Zoning Ordinance.

(B) *Restrictions on food and drink establishments.* It is unlawful for the owner or operator of any establishment wherein the selling, handling, processing or preparation of food is done to permit any animal in such establishment except as allowed by Minnesota Statutes.

(Ord. 857, passed 10-14-2015; Ord. 6.2-2021, passed 6-23-2021)

§ 90.04 ANIMALS AT LARGE.

(A) It will be unlawful for any person having or maintaining any animal to permit the animal to be at large or to be upon any premises other than as provided in the permit whether or not a permit for such animal has been issued as provided under the licensing and permit provisions of this chapter or other ordinances of the city.

(B) It is unlawful for any owner to allow a domestic animal to be at large at any time.

(C) *Dog parks.* Dogs are permitted to be unleashed in off leash dog park areas as designated by the city under the following conditions:

(1) The dog owner or owner's designee as allowed by park rules must be present; and

(2) The dog must be under the voice control of the owner at all times; and

(3) Feces must be properly removed and disposed of; and

(4) A dog deemed a dangerous or potentially dangerous animal under this chapter is not permitted to use off leash areas.

(Ord. 857, passed 10-14-2015)

§ 90.05 BARKING, NUISANCES, PROPERTY DAMAGE AND FECAL CLEAN-UP.

(A) *Barking.* No person will keep or harbor a dog which habitually barks, cries, howls or whines for a period of six or more minutes out of a ten consecutive minute period.

(B) *Nuisance noise.* It is unlawful for any owner to maintain at any place within the city any animals which, by their habitual whining, barking, howling or other disagreeable noises, disturbs the people in the locality where kept.

(C) *Damage to property by animals prohibited.* No person having the custody or control of a dog, cat or other animal will permit the animal to damage any lawn, garden or other property, public or private, or to defecate on private property, without the consent of the property owner.

(D) (1) *Fecal clean-up.* It is the duty of each person having the custody or control of a dog, cat or other animal to voluntarily and promptly remove any feces left by such dog or animal on any sidewalk, gutter, street, park land or other public property, or any public area, and to dispose of the feces in a sanitary manner and to have in immediate possession a device or equipment for the picking up and removal of feces. For the purpose of this division, **PUBLIC AREA** will include any property open for public use or travel, even though it is privately owned.

(2) *Exception.* The provisions of this division do not apply to a guide dog or service animal accompanying a blind person or to a dog when used in police or rescue activities by or with the permission of the city. This division will not be construed by implication or otherwise to allow dogs to be where they are otherwise prohibited by the ordinances of the city.

(Ord. 857, passed 10-14-2015)

§ 90.06 RABIES CONTROL.

(A) (1) *Dogs and cats rabies immunization required.* All dogs and cats over the age of six months harbored or maintained within the city shall be immunized against rabies by a licensed veterinarian. The vaccines used and their duration of immunity against rabies will be as recommended by the National Association of State Public Health Veterinarians (NASPHV) in their current Compendium of Animal Rabies Prevention and Control.

(2) *Exceptions.* No dog or cat need be vaccinated when a licensed veterinarian has examined the animal and certified that, at such time, vaccination would endanger its health because of its age, infirmity, debility, illness, or other medical consideration; and such exception certificate is presented to the city. The animal shall be vaccinated against rabies as soon as its health and age permit.

(B) *Exposure.* Dogs, cats or other animals known to have been bitten by or exposed to a rabid animal must be euthanized or the animal's owner must adhere to procedures as described in the NAHSPV Compendium of Animal Rabies Prevention and Control. Notification of exposure shall be made immediately to the city. Costs associated with exposure are incurred at the animal owner's expense.

(C) *Disposition of diseased dogs, cats or other animals.* If a dog, cat or other animal quarantined under § 90.10 is found

to be sick or diseased, the operator of the quarantine facility will immediately report in writing to the city on the condition of the dog or animal. The city may then take possession of the dog, cat or animal for the purpose of submitting it to determine if it is suffering from rabies. A diseased dog, cat or animal may be euthanized, if the city determines such action necessary for the protection of public health and safety, or as recommended by a licensed veterinarian.

(Ord. 857, passed 10-14-2015)

§ 90.07 DANGEROUS AND POTENTIALLY DANGEROUS ANIMALS.

(A) *Designation as a dangerous or potentially dangerous animal.* The Animal Control Officer or their designee will designate any animal as a dangerous or potentially dangerous animal upon receiving evidence that such animal meets the definition set forth in this chapter.

(B) *Exemption.* Animals may not be designated as dangerous or potentially dangerous if the threat, injury, or damage was sustained by a person who was:

- (1) Committing, at the time, a willful trespass or other tort upon the premises occupied by the owner of the animal;
- (2) Provoking, tormenting, abusing, or assaulting the animal or who can be shown to have repeatedly, in the past, provoked, tormented, abused, or assaulted the animal; or
- (3) Committing or attempting to commit a crime.

(C) *Notification and procedure.* When an animal is declared dangerous or potentially dangerous, the owner(s) of the dangerous or potentially dangerous animal shall be notified in writing that such animal is dangerous or potentially dangerous.

(1) *Notice of right to appeal.* This notice shall state the date, time, place, the animal bit, chased, attacked or threatened, and shall advise the owner that they have 14 days to appeal the determination by requesting a hearing before the independent hearing officer.

(2) The owner of the animal must immediately comply with the proper enclosure requirements, as defined in this chapter, even if appealing the designation.

(3) Written notice of the designation may either be mailed by first class US mail or by personally delivering the notice to the owner of the animal declared as dangerous or potentially dangerous.

(D) *Noncompliance of order.* If an owner of a dangerous or potentially dangerous animal fails to comply with any conditions for dangerous or potentially dangerous animals specified in this chapter and fails to request a hearing within 14 days of the designation, the animal shall be seized.

(1) Notice shall be provided to the owner of the basis for the seizure and the right to request a hearing before an independent hearing officer to determine whether the conditions were violated.

(2) A request for hearing must be made within 14 days of the seizure. If the owner fails to request a hearing within 14 days, or after a hearing, is found to have violated the conditions, the Animal Control Officer may order the animal destroyed in a proper and humane manner and the owner shall pay the costs of confining the animal. If the owner is found not to have violated the conditions, the owner may reclaim the animal.

(E) An owner of a dangerous or potentially dangerous animal must notify the Police Chief in writing within 14 days of any transfer to a new owner or location, or death of the animal. This notification shall include proof of death or the complete name, address and telephone number of the person to whom the dog has been transferred or the address where the dog has been relocated.

(F) *Review of designation.* Beginning six months after an animal's dangerous or potentially dangerous designation, an owner may request in writing that the designation be reviewed by the Animal Control Officer or their designee. The owner must also provide evidence that the dog's behavior has changed and that no violation of this chapter has occurred during that time period. The city may use discretion in determining whether any conditions which have been ordered are still required.

(G) *Limitation on additional animals.* After an owner has had an animal designated as dangerous or potentially dangerous, the owner will not be eligible for additional animal permits or licenses until documentation is provided to the Police Chief that the dangerous/potentially dangerous animal has either died, has been relocated to another suitable owner, or had the designation removed.

(Ord. 857, passed 10-14-2015)

§ 90.08 DANGEROUS ANIMALS.

(A) *Disposition of dangerous animals.* The Community Service Officer or Police Officer, after designation of an animal as dangerous has the authority to determine the disposition of the dangerous animal.

- (1) The dangerous animal will be euthanized; or
- (2) The dangerous animal will be subject to the following conditions:

(a) *Housed in a proper enclosure.* Proper enclosure means securely confined indoors or in a securely locked pen or structure suitable to prevent the animal from escaping and to provide protection for the animal from the elements. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only barriers which prevent the animal from exiting. Such enclosure will not allow the egress of the animal in any manner without human assistance. A pen or kennel for a dog designated as dangerous will meet the following minimum specifications:

1. Have a minimum overall floor size of 32 square feet.
2. Sidewalls will have a minimum height of five feet and be constructed of 11-gauge or heavier wire. Openings in the wire will not exceed two inches, support posts will be one and one-quarter inch or larger steel pipe buried in the ground 18 inches or more. When a concrete floor is not provided, the sidewalls will be buried a minimum of 18 inches in the ground.
3. A cover over the entire pen or kennel will be provided. The cover will be constructed of the same gauge wire or heavier as the sidewalls and will also have no openings greater than two inches.
4. An entrance/exit gate will be provided and be constructed of the same material as the sidewalls and will also have no openings in the wire greater than two inches. The gate will be equipped with a device capable of being locked and will be locked at all times when the animal is in the pen or kennel; and

(b) *Insurance.* The owner provides and shows proof annually of public liability insurance paid in full in the minimum amount of \$500,000. If the animal is impounded, proof of insurance must be demonstrated prior to the animal's release; and

(c) *Posting.* Post the front and rear of the premises with clearly visible warning signs including a warning symbol to inform children, that there is a dangerous animal on the property as specified in M.S. § 347.51; and

(d) *Muzzle.* If the animal is a dog and is outside the proper enclosure, the dog must be muzzled and restrained by a substantial chain or leash not to exceed six feet in length and be under the physical restraint of a person 18 years of age or older. The muzzle must be of such design as to prevent the dog from biting any person or animal, but will not cause injury to the dog or interfere with its vision or respiration; and

(e) *Microchip identification required.* The owner of a dangerous animal is required to have a microchip installed or injected on the animal, to the extent that the species of the animal allows placement of the chip. The microchip will be installed in or injected under the skin of the animal by a licensed veterinarian and will be designed so that, when scanned by an electronic reader, it is capable of providing the identification of the animal's owner. The identification number and microchip manufacturer shall be provided to the Animal Control Officer. The owner shall maintain current address information with the manufacturer. All costs related to the installation and maintenance of the chip are the responsibility of the owner. If the animal is impounded, the microchip will be installed or injected prior to its release; and

(f) *Annual registration fee.* The owner of a dangerous dog is required to complete an annual registration form and pay annual registration fee as set by the City Council, in addition to the annual dog license. If the dog is impounded the fee will be paid prior to the animal's release; and

(g) *Spay/neuter.* If the animal is a dog or cat, the owner shall provide proof of spay or neuter; and

(h) *Tag.* A dangerous dog registered under this section must have a standardized, easily identifiable tag identifying the dog as dangerous and containing the uniform dangerous dog symbol, affixed to the dog's collar at all times; and

(i) *Obedience class.* The owner of a dog shall be required to complete an approved dog obedience class.

(B) *Appeal.* Appeal of the animal control officer's dangerous animal designation will be a hearing before an independent hearing examiner not more than 14 days after receipt of the appeal request. At the time of the hearing, the animal owner may appear and present any evidence which the animal owner may deem material to the investigation. The hearing officer will make findings of fact as to whether a violation of the provisions of this section has been committed. The hearing officer will affirm or reject the dangerous animal designation or may impose other sanctions as warranted. The hearing officer's decision shall issue within ten days of the hearing. If the declaration is upheld, the actual expenses of the hearing up to a maximum of \$1,000 will be the responsibility of the animal's owner.

(Ord. 857, passed 10-14-2015)

§ 90.09 POTENTIALLY DANGEROUS ANIMALS.

Animal subject to conditions. An animal that has been determined to be potentially dangerous shall do the following:

(A) The animal shall be required to be restrained by leash not to exceed six feet in length, and/or muzzled, and under the control of a person 18 years of age or older at all times it is outdoors and not inside a proper enclosure;

(B) *Spay/neuter.* If the animal is a dog or cat, the owner shall provide proof of spay or neuter;

(C) *Obedience class.* The owner of a dog shall be required to complete an approved dog obedience class; and

(D) *Microchip identification required.* The owner of a potentially dangerous animal shall have a microchip installed or injected on the animal, to the extent that the species of the animal allows placement of the chip. The microchip will be installed in or injected under the skin of the animal by a licensed veterinarian and will be designed so that, when scanned by an electronic reader, it is capable of providing the identification of the animal's owner. The identification number and

microchip manufacturer shall be provided to the Animal Control Officer. The owner shall maintain current address information with the manufacturer. All costs related to the installation and maintenance of the chip are the responsibility of the owner. If the animal is impounded, the microchip will be installed or injected prior to its release.

(Ord. 857, passed 10-14-2015)

§ 90.10 ANIMAL BITING; QUARANTINE.

(A) *Animal biting.* Whenever any animal capable of transmitting the rabies virus has bitten any person or domestic animal, the owner or custodian of the biting animal, upon being notified by the Animal Control Officer, will immediately cause the animal to be quarantined at the animal shelter, or by a veterinarian licensed to practice in the State of Minnesota and approved by the city, for a period of ten days after the bite incident. The Animal Control Officer may allow the owner to quarantine the animal if proof of current rabies vaccination is provided. All expenses related to any quarantine will be the responsibility of the animal owner.

(B) (1) *Release from quarantine.* At the end of ten days, a licensed veterinarian shall examine the animal to ascertain whether symptoms of rabies exist. If the veterinarian diagnoses the animal to be free of the signs of rabies, the animal shall be released from quarantine.

(2) If a quarantined animal sickens or dies, it shall be sent to the Minnesota Department of Health for rabies testing. The owner of the animal is responsible for the cost of quarantine, veterinary fees and testing.

(C) *Noncompliance of order.* If an owner fails to comply with any portion of the quarantine, the animal shall be seized and impounded for the remainder of the quarantine period. The animal may be reclaimed by the owner as set forth in this chapter.

(Ord. 857, passed 10-14-2015)

§ 90.11 ANIMALS SUBJECT TO IMPOUNDMENT.

(A) *Dogs.* The Animal Control Officer or any duly authorized assistant may impound any dog found in the city without the currently effective tag provided for in this chapter; or any dog found at large at any time within the city.

(B) *Cats.* It will be lawful for the Animal Control Officer or any duly authorized assistant to take up and impound any cat found in the city without a currently effective rabies vaccination as provided for in this chapter; or any cat found at large at any time within the city.

(C) *Other animals.* Any animal considered at large is subject to impoundment.

(Ord. 857, passed 10-14-2015)

§ 90.12 REDEMPTION.

Animals may be redeemed from the animal shelter by the owner any time, during office hours, within five business days after seizure and impounding, upon a statement of ownership, proof that a license has been issued for a dog, and proof of payment to the city of the impounding fee, including the cost of caring for the animal during the impound period. The animal will be released to the owner, unless it is being held for rabies observation or for potentially dangerous or dangerous dog designation. The amount of the fee will be the amount established by the City Council.

(Ord. 857, passed 10-14-2015)

§ 90.13 DISPOSITION OF UNREDEEMED ANIMALS.

Any animal that is not redeemed by the owner becomes the property of the city. Suitable animals may be placed for adoption.

(Ord. 857, passed 10-14-2015)

§ 90.14 INTERFERENCE WITH OFFICERS.

It is unlawful for any unauthorized person to break open the animal shelter, or to attempt to do so, or to take or let out any animal, or to take, or attempt to take, from any Animal Control Officer any animal taken by them in compliance with this chapter, or in any manner to interfere with or hinder such Animal Control Officer in the discharge of their duties under this chapter.

(Ord. 857, passed 10-14-2015)

CHAPTER 96: FAIR HOUSING; RENTAL HOUSING

Section

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FAIR HOUSING

§ 96.01 DECLARATION OF POLICY.

Discrimination with regard to housing on the basis of race, sex, creed, religion, marital status, HIV positive status, and disability adversely affects the health, welfare, peace and safety of the community. Persons subject to the discrimination suffer depressed living conditions and create conditions which endanger the public peace and order. The public policy of the city is declared to be to foster equal opportunity for all to obtain decent, safe and sanitary housing without regard to their race, creed, color, national origin, marital status, disability status or sex and strictly in accord with their individual merits as human beings. It is also the policy of the city to protect all persons from all unfounded charges of discrimination.

(Prior Code, § 7.1-1) (Ord. 577, passed - -)

§ 96.02 PROHIBITED ACTS; EXCEPTIONS.

(A) It is an unlawful discriminatory practice and unlawful:

(1) For any person to discriminate on grounds of race, creed, religion, color, sex, marital status, status with regard to public assistance, national origin, age, HIV positive status, or disability in the sale, lease or rental of any housing unit;

(2) For any broker, salesperson or other person acting in behalf of another to so discriminate in the sale, lease or rental of any housing unit belonging to such other person;

(3) For any person engaged in the business of financing the purchase, rehabilitation, remodeling or repair of housing units or in the business of selling insurance with respect to housing units to refuse to provide financing or insurance, or to discriminate with regard to the terms or conditions thereof, by reason of the race, color, sex, religion, creed, national origin, marital status, status with regard to public assistance, age, HIV positive status, or disability of the applicant or because of the location of the units in areas of the city occupied by persons of a particular race, color, sex, religion, creed, national origin, marital status, status with regard to public assistance, age, HIV positive status, or disability; or to discriminate by treating differently any person who desires to purchase, lease, acquire, construct, rehabilitate, repair or maintain real property in a specific urban area because of social, economic or environmental conditions of the area in granting,

withholding, extending, modifying or renewing, or in the rates, terms, conditions or privileges, of any financial assistance or in the extension of services in connection therewith. The bona fide programs of federal, state or local governmental units or agencies, however structured or authorized to upgrade or improve in any manner a specific urban area, shall not be deemed to be a violation of this section;

(4) For any person, having sold, leased or rented a housing unit to any person, to discriminate with respect to facilities, services or privileges of occupancy by reason of race, color, sex, creed, religion, national origin, age or disability, marital status, HIV positive status, or status with regard to public assistance;

(5) For any person to make or publish any statement evidencing an intent to discriminate, on grounds of race, creed, religion, color, sex, national origin or ancestry, marital status, status with regard to public assistance, age, HIV positive status, or disability, in the sale, lease or rental of a housing unit;

(6) For any person to make any inquiry regarding race, color, sex, creed, religion, national origin, marital status, status with regard to public assistance, age, HIV positive status, or disability, or to keep any record or use any form of application designed to elicit the information, in connection with the sale, lease, rental or financing of a housing unit; and

(7) For any person, for the purpose of inducing a real estate transaction from which he or she may benefit financially:

(a) To represent that a change has occurred or will or may occur in the composition of the block, neighborhood or area in which the property is located, in respect of the race, color, sex, creed, religion, national origin, marital status, status with regard to public assistance, age, HIV positive status, or disability of those living there; or

(b) To represent that this change will or may result in the lowering of property values, an increase in crime or antisocial behavior, or a decline in the quality of schools in the block, neighborhood or area concerned.

(B) Nothing in this section shall be construed to require any person selling, renting or leasing property to modify the property in any way or exercise a higher degree of care for a person having a disability than for a person who does not have a disability; nor shall this section be construed to relieve any person, regardless of any disability, in a written lease, rental agreement or contract or purchase or sale, or to forbid distinctions based on the inability to fulfill the terms and conditions, including financial obligations, of the lease, agreement or contract.

(C) The provisions of this section shall not apply to:

(1) The rental of a portion of a dwelling containing accommodations for two families, one of which is occupied by the owner; or

(2) The rental, by an owner or occupier of a one-family accommodation in which he or she resides, of a room in the accommodation to another person, if the discrimination is by sex, marital status, HIV positive status, status with regard to public assistance or disability.

(D) Nothing in this section shall be construed to require any person selling, renting or leasing property to modify the property in any way or exercise a higher degree of care for a person having a disability than for a person who does not have a disability; nor shall this section be construed to relieve any person of any obligations generally imposed on all persons, regardless of any disability, in a written lease, rental agreement or contract of purchase or sale, or to forbid distinctions based on the inability to fulfill the terms and conditions, including financial obligations, of the lease, agreement or contract.

(Prior Code, § 7.1-2) (Ord. 577, passed - -)

§ 96.03 ENFORCEMENT.

(A) The city is designated as the enforcement agency for this chapter and shall have the power to receive, hear and determine complaints as provided herein.

(B) The city shall promptly investigate, upon complaint or upon its own motion, any violations of this chapter.

(C) If, after investigation, it shall have reason to believe a violation has occurred, it may refer the matter to the City Attorney for criminal prosecution or enter into a settlement agreement which, when approved by the city, shall have the same force as a city order.

(Prior Code, § 7.1-3) (Ord. 577, passed - -)

§ 96.04 STATUTE OF LIMITATIONS.

No action may be brought for civil enforcement or criminal prosecution, unless the charge of alleged discriminatory practice was filed with the city within 180 days from the occurrence of the practice.

(Prior Code, § 7.1-4) (Ord. 577, passed - -)

RENTAL HOUSING

§ 96.20 REGISTRATION CERTIFICATE REQUIRED.

(A) No owner shall allow another person to occupy, nor shall any person let to another for occupancy, any dwelling, or any apartment or rooming unit in any dwelling, without first obtaining a registration certificate as provided in this chapter, or at such time that the registration certificate, or the right to receive a registration certificate, is suspended or revoked. Any

registration certificate obtained pursuant to this section shall be issued in the name of the owner. In the case of a multiple-unit dwelling, a registration certificate issued pursuant to this section includes and applies to both the entire dwelling as well as each individual rental unit within the dwelling. Any suspension or revocation of the registration certificate or the right to receive a registration certificate may involve the entire dwelling or any individual unit or units within the dwelling.

(B) The occupancy or rental of any dwelling, or any apartment, or rooming unit in any dwelling for which a registration certificate is required, need not be interrupted or suspended for lack of a registration certificate if the same is due to the inability of the City Administrator to process the application in a timely manner.

(Prior Code, § 28-1) (Ord. 800, passed - -)

§ 96.21 APPLICATION; FORMS.

(A) An application for a registration certification shall be filed by the owner with the City Administrator. An application for any dwelling to be converted to a use which would require a registration certificate shall be made and filed with the Director of Planning and Zoning at least 30 days prior to the conversion.

(Prior Code, § 28-2)

(B) (1) Forms of applications for registration certificates shall be supplied by the City Administrator and will be available at City Hall.

(2) Each application for registration certificate shall contain the following information:

(a) Name, residence, address, telephone number and date of birth of the owner of the dwelling. If the owner is a partnership, the name of the partnership, and the name, residence address, telephone number and date of birth of the managing partner. If the owner is a corporation, the name and address of the corporation, and the name, address, telephone number and date of birth of the chief operating officer. If the dwelling is being sold on a contract for deed, the name and address of the contract vendee. Where the word **OWNER** is used in any part of the city housing code, it shall include all persons as outlined in this section;

(b) Name, residence address, telephone number and date of birth of any agent appointed by the owner to accept service of process and to receive or give receipt for notices;

(c) Name, residence address, telephone number and date of birth of any operator or agent actively involved in maintenance or management of the dwelling;

(d) Legal street address of dwelling;

(e) Complete details of the number and kind of units offered for rent, classified as to the type of unit on the application and the facilities incorporated in the rental units; and

(f) Any person making application for a rental registration certificate must provide proof of identification by the user of a driver's license, state issued identification card, military identification card or other identification as is acceptable to the City Administrator. The identification provided must set forth the full name and date of birth of the person making the application.

(Prior Code, § 28-3)

(Ord. 800, passed - -)

§ 96.22 COMPLIANCE WITH ZONING REGULATIONS.

Every application for registration certificate shall be accompanied by a certificate issued by the City Zoning Administrator indicating that the proposed use of the dwelling is in compliance with zoning requirements.

(Prior Code, § 28-4) (Ord. 800, passed - -)

§ 96.23 ISSUANCE OF REGISTRATION CERTIFICATE.

Whenever the investigation of an application indicated that the dwellings, apartments or rooming units offered for rent comply with all provisions of this code, including any provisions of the zoning ordinances, the City Administrator shall issue a registration certificate.

(Prior Code, § 28-5) (Ord. 800, passed - -)

§ 96.24 NOTICE OF VIOLATION.

Whenever the investigation of an application for registration certificate indicated that the dwelling, apartment or rooming unit offered for rent does not comply with the provisions of this code, the City Administrator shall serve a notice to the applicant at his or her address indicated on the application for registration certificate.

(Prior Code, § 28-6) (Ord. 800, passed - -)

§ 96.25 REJECTION OF APPLICATION.

Whenever the investigation of an application for registration certificate indicated that the dwelling, apartment or rooming

unit does not comply with the provisions of this code including any provisions of the zoning ordinances, the City Administrator shall return the application to the applicant stating the reasons for the rejection of the application.

(Prior Code, § 28-7) (Ord. 800, passed - -)

§ 96.26 FAILURE TO REGISTER.

Every person required to register a dwelling, apartment or rooming unit offered for rent under the provisions of this subchapter and who fails to do so, or who allows the property to be occupied when the registration certificate or right to receive the registration certificate is revoked or suspended, shall be guilty of a violation of this code. Each day that a property is rented out without a valid rental registration certificate on file for that property is a separate violation.

(Prior Code, § 28-9) (Ord. 800, passed - -)

§ 96.27 CERTIFICATE OF RENEWAL AND NONTRANSFERABILITY.

(A) Registration certificates will initially be required on or before 7-1-2004. All registration certificates shall expire on June 30 of the year following its issuance and must be renewed annually. All information required by § 96.21(B) of this chapter must be submitted at the time of renewal.

(B) Every person who transfers title to property registered under this chapter shall provide the City Administrator with the name, residence address, telephone number and date of the transfer of title to the new owner within ten days of the date of the transfer. Within 30 days of the date of the transfer, the new owner shall apply for a new registration certificate. In the case of an option contract where the holder of the option is collecting rents and/or is paying on the mortgage to the property while the option remains unexercised, the holder of the option shall be deemed to be the owner of the property for purposes of this section and shall be required to apply for a rental registration certificate in his or her name. The date the option contract is created shall be deemed to be the date the holder of the option becomes the "owner" for purposes of this section.

(C) Registration certificates may not be transferred or assigned.

(Prior Code, § 28-10) (Ord. 800, passed - -)

§ 96.28 SUSPENSION AND REVOCATION OF REGISTRATION CERTIFICATE.

(A) Any registration certificate issued by the city pursuant to the provisions of this subchapter may be suspended or revoked upon a finding that the certificate holder, during the term of the certificate, failed to comply with any provision of this subchapter.

(B) A person's right to apply and receive a registration certificate may be suspended or revoked upon a finding that the applicant has let to another for occupancy any dwelling, or any apartment or rooming unit in any dwelling, without first obtaining a registration certificate as required by this subchapter and, during such time, the premises were involved in a disorderly use, as defined below.

(C) Whenever it appears to the Council that adequate grounds may exist for the suspension or revocation of a registration certificate, or the right to receive a registration certificate, the Council shall by resolution specify the nature of the alleged grounds and order that a hearing on the matter be held as provided below.

(D) No suspension or revocation shall be effective until the license or permit holder has been afforded an opportunity for a hearing under §§ 14.57 to 14.70 of the State Administrative Procedure Act.

(E) Upon a finding that the registration certificate holder or applicant has violated this subchapter, the Council may invoke any of the sanctions provided in this subchapter.

(Prior Code, § 28-11) (Ord. 800, passed - -)

§ 96.29 FEES.

(A) In addition to other fees as may be imposed by this code, a nonrefundable fee in an amount to be determined by City Council for each dwelling building containing less than four units, a fee in an amount to be determined by City Council for each dwelling building containing four to eight units, a fee in an amount to be determined by City Council for each dwelling building containing nine or more units, plus a fee in an amount to be determined by City Council for each apartment unit and each of the first four rooming units not occupied by the owner shall be paid when an application for a registration certificate or renewal is filed with the City Administrator as required by this subchapter. If an application for renewal is not made prior to the expiration of the certificate, an additional fee in an amount to be determined by City Council per day shall be charged for each day thereafter up to 20 days or until the application is filed, whichever occurs first. The fees set forth above may be adjusted from time to time by resolution of the City Council.

(B) The per-unit fee shall be waived for any premises actively enrolled/currently certified in the crime free multi-housing program conducted by the Police Department. At the time of registration, proof of enrollment is required in the form of a current crime free multi-housing gold certificate issued by the Police Department or a letter issued and signed by the officer assigned to the Police Department Crime Prevention Unit, indicating the premises' status in the program.

(Prior Code, § 28-12) (Ord. 800, passed - -)

§ 96.30 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

APPROPRIATE ACTION. The action which a reasonable rental property owner would take based upon the facts and circumstances of each case so as to prevent a reoccurrence of the disorderly use.

CRIME FREE MULTI-HOUSING or **CRIME FREE MULTI-HOUSING PROGRAM.** The program offered by the Police Department and conducted according to nationally recognized standards.

DISORDERLY or **DISORDERLY USE.** Conduct occurring on the "licensed premises" or "premises" which violates a provision of § 96.31(B).

LICENSE. A registration certificate or the right to receive a registration certificate as required by this subchapter.

LICENSED PREMISES or **PREMISES.** The property owned, operated or managed by a rental property owner and shall refer to an individual unit within a multi-unit complex when applicable.

RENTAL PROPERTY OWNER. One who holds the license or who is otherwise obligated to obtain and maintain the license as required by this subchapter.

(Prior Code, § 28-13) (Ord. 800, passed - -)

§ 96.31 CONDUCT ON LICENSED PREMISES.

(A) Any rental property owner shall be responsible to take appropriate action against persons occupying specific units in the licensed premises or premises who conduct themselves in a manner as to cause the premises to be disorderly in violation of the statutes or ordinances listed in division (B) below. For purposes of this subchapter, the term **PERSONS OCCUPYING THE PREMISES** shall include residential tenants as defined by M.S. § 504B.001, as may be amended from time to time, and those persons on the licensed premises whose presence the tenant has invited or to which the tenant has acquiesced. Violations of this section apply to individual units within buildings or complexes containing multiple units when the conduct occurs within a unit. Violations of this section by persons occupying specific units that occur within a common area of the licensed premises shall apply both to the individual and the common area of the licensed premises.

(B) The following ordinances and statutes are applicable to this section:

- (1) M.S. §§ 609.321 through 609.3241, as may be amended from time to time, prohibiting prostitution;
- (2) M.S. § 609.33, as may be amended from time to time, which prohibits participation in a disorderly house;
- (3) M.S. §§ 617.23 through 627.299, as may be amended from time to time, prohibiting obscenity;
- (4) Sections 95.20 through 95.24 of this code of ordinances prohibiting loud parties or gatherings or other unnecessary loud noises;
- (5) M.S. §§ 609.75 through 609.76, as may be amended from time to time, which prohibit gambling;
- (6) M.S. §§ 152.01 through 152.025 and § 152.027, Subds. 1 and 2, as may be amended from time to time, which prohibit the unlawful sale or possession of controlled substances;
- (7) M.S. Ch. 340A, as may be amended from time to time, which prohibits the unlawful sale, use or possession of alcohol beverages;
- (8) M.S. §§ 97B.021, 97B.045, 609.66 through 609.67 and 624.712 through 624.716, as may be amended from time to time, which prohibit the unlawful possession, transportation, sale, or use of weapon;
- (9) M.S. § 609.72, as may be amended from time to time, which prohibits disorderly conduct; or
- (10) M.S. §§ 609.221, 609.222, 609.223, 609.2231 and 609.224, as may be amended from time to time, which prohibit assaults, except that domestic assaults, as the same are defined by state law, are not included herein.

(C) The police or the City Administrator shall be charged with the responsibility of enforcing division (B) above.

(D) Upon determination by the police or City Administrator that the licensed premises were involved in a disorderly use, the police shall notify the license holder by certified mail of the violation and direct the license holder to take appropriate action to prevent further violations. Notice shall be effective if mailed to the license holder at that person's last known address. This and subsequent notices are collectively referred to as disorderly use notices.

(E) If another instance of disorderly use on the premises occurs within 12 months of an incident for which a prior disorderly use notice was given, the license holder shall be notified of the instance of disorderly use and shall also be required to submit a written report of appropriate actions taken by the rental property owner to prevent further disorderly use of the premises. This written report shall be submitted to the police in writing within five days of the notice of disorderly use of the premises within the preceding 12 months. Failure to submit the written report as required herein shall be a basis for the imposition of a fine and the revocation or suspension of the license or right to receive the license for the specific unit or units located on the licensed premises as otherwise provided for in this subchapter.

(F) If another instance of disorderly use of the premises occurs within 12 months of two or more prior disorderly use notices, the license or right to obtain a license may be revoked or suspended for a specific unit or units located on the

licensed premises. If the notice of violation has been issued with respect to a common area of a building or complex of buildings, then the license or right to obtain such license as to all units in the building or complex may be suspended or revoked.

(G) If another instance of disorderly use of the premises occurs within 12 months of the expiration of a prior suspension issued pursuant to the provision of this subchapter, the license or right to obtain a license may be revoked or suspended for the specific unit or units located on the licensed premises. If the notice of violation has been issued with respect to a common area of a building or complex of buildings then the license or right to obtain a license as to all units in the building or complex may be suspended or revoked.

(H) No suspension or revocation or other sanctions shall be imposed where one or more of the three required disorderly use notices were mailed or delivered to the landlord after the rental property owner has filed an unlawful detainer action with the district court for the particular unit or units identified in the disorderly use notice. Calls to police made by rental property owners shall not be considered incidents of disorderly use in the implementation of divisions (D) through (G) above. The initiation of an unlawful detainer action shall not be a bar to sanctions, however, unless the action is diligently pursued by the rental property owner. Notice of and a copy of the unlawful detainer action shall be delivered to the Police Department. A determination that the licensed premises have been involved in a disorderly use as described in division (B) above shall be made upon a preponderance of the evidence. It shall not be necessary that criminal charges be brought to support a determination of disorderly use, nor shall the fact of dismissal or acquittal of a criminal charge operate as a bar to adverse license action under this section.

(I) No suspension or revocation or other sanctions shall be imposed where one or more of the three required disorderly use notices were mailed or delivered to the landlord after the rental property owner has enrolled the premises in the crime free multi-housing program and is actively working with the Police Department to resolve the issues indicated in the disorderly use notices. This division (I) will not apply to any premises that was enrolled in the program, but failed to complete and maintain certification in all three phases within the time frame agreed upon by the property owner and the Police Department Crime Prevention Unit.

(J) This section applies to all leases, whether written or oral, and a landlord may consider any tenant's conduct listed in division (B) above to be both a material breach of the lease and grounds for termination in any unlawful detainer action. Additionally, all written leases executed after 10-1-2003, shall contain a clause providing that conduct that violates division (B) above constitutes both a material breach of the lease and grounds for termination of the lease.

(K) This subchapter is not intended to supersede criminal sanctions that may be applied to the individual who violates the statutes and ordinances listed in division (B) above.

(Prior Code, § 28-14) (Ord. 800, passed - -)

§ 96.32 LICENSE SUSPENSION AND REVOCATION.

(A) Upon a determination that a license or right to obtain the license may be suspended or revoked, or that a fine or other sanctions may be imposed, a public hearing shall be held before a body to be known as the Rental Housing Complaint Board. The Rental Housing Complaint Board shall consist of one City Council member, one member of the Police Department and one member who shall be a rental property owner. The members of the Rental Housing Complaint Board shall be appointed annually by the City Council. All parties shall be afforded an opportunity to appear at the hearing after receiving reasonable notice. The notice shall state the time, place and issues involved. At this hearing, rental property owners may present evidence of mitigating circumstances showing the absence of any need for a public hearing before the Council to consider the revocation or suspension of the license or right to receive a license, or the imposition of fines or other sanctions. The Board shall, in good faith, hear and consider this evidence in making a determination regarding whether or not to hold a public hearing. At the conclusion of the hearing, the Board shall make a recommendation to the Council regarding whether a need exists for a public hearing. The Board's recommendation must be submitted to the City Council for consideration. If the Council determines to call for a public hearing to consider the issue of suspension or revocation, or the imposition of a fine, the Council shall follow the procedures described in division (B) below.

(B) No suspension or revocation shall be effective until the rental property owner has been afforded an opportunity for a hearing under §§ 14.57 to 14.70 of the State Administrative Procedure Act. Should the City Council hold a public hearing pursuant to the recommendation of the Rental Housing Complaint Board, all parties shall be afforded an opportunity to appear at the hearing after receiving reasonable notice. The notice shall state the time, place and issues involved. At this hearing, license holders may present evidence of mitigating circumstances that would allow a rental property owner to retain his or her license or the right to obtain a license. The City Council shall, in good faith, hear and consider this evidence in making a determination to revoke or suspend the license or right to receive a license, impose civil penalties or impose other reasonable conditions based upon violations of this subchapter. The City Council may postpone or discontinue the proceedings if it appears that the licensee has taken appropriate measures that will prevent further instances of disorderly use.

(C) The City Council reserves the right to impose any of the following sanctions for violations of §96.31(B):

- (1) Suspend the license or right to receive a license for up to 60 days;
- (2) Revoke the license or right to receive a license and establish the time period after which an application for a new certificate for the premises may be made;
- (3) Impose a civil fine not to exceed an amount equal to one-month rent for each violation found as a result of the

hearings; and

(4) Impose other reasonable conditions intended to limit future incidents of disorderly use (including but not limited to requiring the property owner(s) and manager(s) to attend at least one phase 1 session for crime free multi-housing.

(D) Upon expiration of the suspension or revocation period, a license holder shall pay to the city a reinstatement fee equal in an amount to be determined by City Council for the first unit re-licensed and a fee in an amount to be determined by City Council for each additional unit. These fees may be adjusted periodically by resolution of the City Council.

(Prior Code, § 28-15) (Ord. 800, passed - -)

§ 96.33 PROSPECTIVE TENANT BACKGROUND INVESTIGATIONS.

(A) The City Council has determined that there are persons residing in rental property in the city engaging in disorderly conduct which results in a hostile environment for other city citizens living in or close to the rental property. It is the declared purpose and intent of this section to protect and preserve the city's neighborhoods and the public health, safety, welfare and morals of its citizens by providing a system at the local level for criminal history/background investigations of prospective tenants.

(B) Any owner of rental property may request that the Police Department conduct a criminal history/background investigation of a prospective tenant. The request shall be on a form provided by the Police Department. The rental applicant shall pay an investigation fee as established by resolution of the City Council.

(Prior Code, § 28-16) (Ord. 800, passed - -)

§ 96.99 PENALTY.

(A) Any person violating any provision of this chapter for which no specific penalty is prescribed shall be subject to § 10.99.

(B) Every person violates a provision of §§96.01 through 96.04 when he or she performs an act thereby prohibited or declared unlawful, or fails to act when the failure is thereby prohibited or declared unlawful, or performs an act prohibited or declared unlawful, or fails to act when the failure is prohibited or declared unlawful by a code adopted by reference by §§ 96.01 through 96.04 and, upon conviction thereof, the person shall be punished as for a misdemeanor, except as otherwise stated in specific provisions hereof.

(Prior Code, § 7.1-5)

(C) A violation of § 96.26 shall be a misdemeanor punishable by up to a \$1,000 fine, 90 days in jail or both.

(Prior Code, § 28-9)

(Ord. 577, passed - -; Ord. 800, passed - -)



Kasson City Hall

401 5th Street SE
Kasson, MN 55944



ENERGY ANALYSIS
1/13/2021

Prepared By:
Frontier Energy
mbarot@FrontierEnergy.com
612-715-4853



Customer Information

Facility Information:

Business Name: Kasson City Hall
Service Address: 401 5th St. SE, Kasson, MN 55944
Customer Contact: Jarrod Nelson
Customer Phone #: (507) 421-2276
Customer Email: electricdept@cityofkasson.com

Date of Analysis: 1/13/2021
Date of Report: 02/05/2021
Building/Business Type: Office Space

Consultant Contact

Name: Margit Barot
Email: mbarot@FrontierEnergy.com
Phone: 612-715-4853

Consulting Firm: Frontier Energy.
7935 Stone Creek Drive, Suite 140
Chanhassen, MN 55317
Phone: (952) 767-7455

Executive Summary

The customer is interested moving over to further electrification. An energy analysis is the first step toward identifying opportunities to keep operating costs low, remain competitive in the marketplace, and start saving energy and money. This report contains specific recommendations to reduce energy usage, many of which are low or no cost opportunities. Some of these recommendations may qualify for a rebate to help reduce your initial equipment costs and provide a faster payback on your energy investment. Check with your utilities for rebate opportunities.

On January 13th, Margit Barot, an engineer from Frontier Energy, conducted a walkthrough of the facility to identify ways in which Kasson City Hall can reduce their energy consumption.

During the walkthrough, it was identified that Kasson City Hall has already been replacing some of the existing standard efficiency lighting with LEDs. This will reduce the facility's energy consumption and utility bills.

After conducting the walkthrough, the below recommendations have been noted for the to reduce their energy consumption:

The following is a summary of the top recommendations for Kasson City Hall to implement:

1. Consider replacing the remaining existing standard efficiency lighting with LED options.
2. Consider upgrading the gas water heater with a heat pump water heater.
3. Consider upgrading the existing HVAC to heat pump technology.
4. Consider installing an OC sensor tied to the restroom exhaust fan and lighting.

The following is a summary of things Kasson City Hall is doing well:

1. Some lighting has already been switched to LED.

Average Price Per Unit Energy:

- \$0.11433/kWh

Safety Issues:

- None

Summary of Opportunities

The recommendations in this report are based on an analysis of conditions observed at the time of the survey, information provided to the auditors, and costs based on experience on similar projects. Estimated savings are calculated on the basis of research by government agencies, product literature, and engineering associations. Actual savings will depend on several factors including conservation measures implemented, seasonal weather variations, fuel price increases, and specific energy use practices of the facility's occupants and workers. Performance guidelines provided in the report are for informational purposes only and are not to be construed as a design document. This report is written for energy saving purposes only and should not be used for bid specifications. Installation costs are estimates only and the customer is responsible for obtaining quoted prices from vendors and contractors.

Domestic Hot Water Recommendation

❖ Heat Pump Water Heater:

- Upon failure of the existing gas water heater, consider installing heat pump hot water heaters with a higher efficiency energy factor than a standard efficiency hot water heater. Heat pump technology takes heat from the surrounding area and uses it to transfer energy to increase the temperature of the desired air or water depending on the application. This type of heating element is always more efficient than standard electric heating because it is not using internally manufactured energy. Heat pump technology is more efficient than both high efficiency gas and standard efficiency electric hot water heaters. A typical payback period for this energy efficiency project can be from 5 years to under one year.

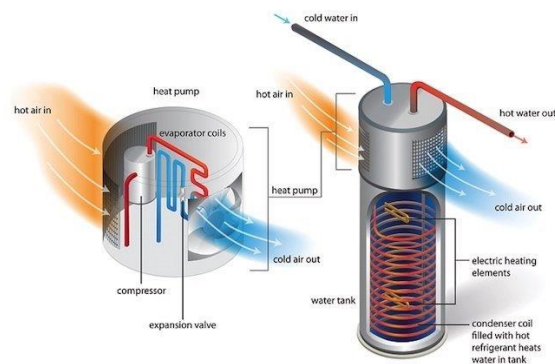


Figure 1: Diagram of heat pump hot water heater function

Occupancy Sensor Recommendation:

❖ Restroom Lighting and Exhaust Fan Occupancy Sensor:

- Occupancy sensors can be used to automatically turn off equipment when the space is no longer occupied. Ideal locations for this include low use spaces that are often found with equipment running. Restrooms are perfect for this application as they can use one occupancy sensor to control both the lighting and the exhaust fans. This sensor will turn on both pieces of equipment when a person enters the space and shortly after they exit. Occupancy sensors are primarily either wall or ceiling mounted but can use a variety of occupancy sensing technology such as infrared, ultrasonic, microwave and more. Be sure to consider the placement of these sensors based on the type of technology and space the sensor will be installed for optimal results.

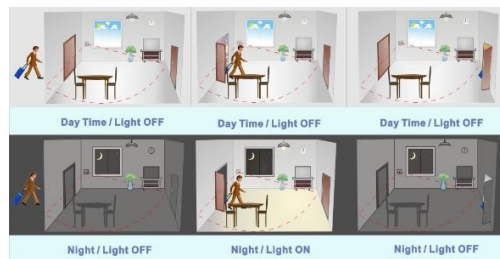


Figure 2: Diagram of occupancy sensor.

Lighting Recommendations:

❖ LED Lighting:

- While on site, some of the existing lighting was converted to LED while some was not. Consider replacing the remaining existing fluorescent and incandescent lighting with energy efficient LED lights. While looking for new lighting, look for DLC or energy star rated lighting options. Installing LED lights is one of the most cost-effective way to reduce energy usage, as LEDs use about 50% less electricity than traditional fluorescent options, resulting in substantial energy cost savings. LEDs typically have an expected lifespan of 30,000-50,000 hours or longer, depending on the quality of the lamp or fixture compared to standard lighting options with 8,000 to 10,000-hour lifespan. LED retrofit kits replace your existing fluorescent fixtures, have longer lifespans and reduce maintenance cost, making them a good long-term investment option. Another option is to convert your existing fixture tubes to LED tubes without replacing the fixtures. This can be done with ballast bypass tubes or ballast compatible tubes. Typically keeping the ballast is ideal for safety reasons as it acts as a surge protector, however ballast compatibility varies. Please work with your contractor to figure out the best option. Ballasts have lifespan and might need to be replaced upon failure.

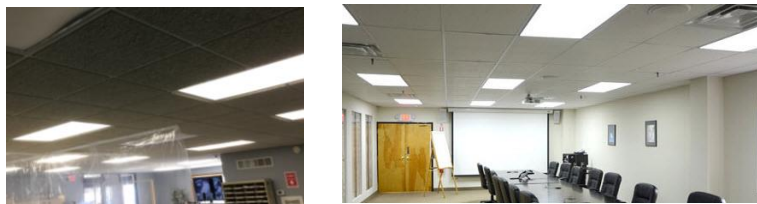


Figure 3: Common fixture seen on site on the left and an LED replacement type of the right.

Heating, Ventilation and Cooling Recommendations

❖ Gas Heating and Standard Efficiency Cooling to Heat Pump Heating and Cooling

- The facility currently uses gas furnaces and a standard efficiency air conditioning unit. The furnace seen on site was a 96% efficient gas furnace. As far as gas technology goes this is an efficient furnace. However, upgrading to heat pump technology can over triple the efficiency of the overall heating used in this facility leading to significant heating cost savings. In addition, heat pumps tend to be a more efficient cooling source than most air conditioning systems. Heat pump technology pulls heat from the surroundings that is then pumped into or out of the desired space to meet both heating and cooling needs. This is a more efficient way to save energy during typical heating months. However, look for cold climate rated heat pumps when considering this option. Cold climate heat pumps can be efficient down to around -10°F depending on the unit, though do tend to drop off in efficiency below that temperature. For this reason, keep the furnace for the coldest days of winter when this may be beneficial as back up.

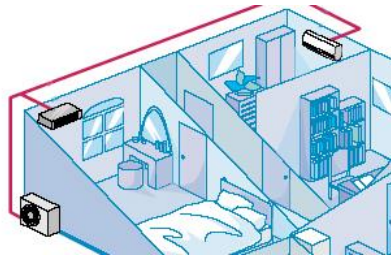


Figure 4: One outdoor heat pump can service multiple interior spaces.

Additional Recommendation

❖ Gas Stove and Oven:

- Consider switching from a gas range to an electric option. This will further the electrification goal enabling more of the facility usage to be obtained from renewable energy sources. In addition, this will lower fossil fuel emissions. These electric options are comparable in total energy cost per year as well. However, there is an initial cost associated with the fuel switch. It typically costs between \$350-\$400 to run a new electric 240 V receptacle necessary for the electric range. Note the old gas line should also be capped off.



Figure 5: Range seen on site on the left and an electric replacement type of the right.

Summary of Energy Conservation Measures

Table 1. Summary of Energy Conservation Measures by Full Install Cost

ECM #	Description	Annual Cost Saved	Annual kW Saved	Annual kWh Saved	Estimated Rebate	Estimated Full Install Cost	Estimated Full Install Cost After Rebate	Full Install Cost Payback
1	Heat Pump Water Heater	\$1,497	7.17	13,089	\$1,434	\$2,200	\$766	0.5
2	Restroom OC Sensor on Lighting and Exhaust Fan	\$10	0.00	84	\$3	N/A	N/A	N/A
3	LED Lighting	\$752	2.80	6,579	\$561	\$6,242	\$5,681	7.6
4	Heat Pumps	\$348	1.63	3,039	\$142	\$13,693	\$13,551	38.9
Total		\$2,606	11.60	22,792	\$2,140	\$22,135	\$19,998	7.7

Table 2. Summary of Energy Conservation Measures by Incremental Cost

ECM #	Description	Annual Cost Saved	Annual kW Saved	Annual kWh Saved	Estimated Rebate	Estimated Incremental Costing	Estimated Incremental Cost After Rebate	Incremental Cost Payback
1	Heat Pump Water Heater	\$1,497	7.17	13,089	\$1,434	\$784	(\$650)	(0.4)
2	Restroom OC Sensor on Lighting and Exhaust Fan	\$10	0.00	84	\$3	\$55	\$52	5.4
3	LED Lighting	\$752	2.80	6,579	\$561	N/A	N/A	N/A
4	Heat Pumps	\$348	1.63	3,039	\$142	\$2,261	\$2,119	6.1
Total		\$2,606	11.60	22,792	\$2,140	\$3,100	\$1,521	0.6

Disclaimer:

- 1) The energy savings mentioned above are for individual line items and are not cumulative. Implementing one recommendation may have an effect on energy savings of other recommendations
- 2) Costs used in the recommendations are estimates. We encourage you to get proposals from your local contractors and share with us so we can update calculations to show you a more accurate ROI analysis
- 3) The first table uses full installation cost. This cost is representative of material and labor costing associated with the project. The second table uses incremental cost, which is the difference in cost between buying a new high efficiency model and a standard model.

Appendix A: Spreadsheets

ENERGY EFFICIENT LIGHTING MEASURES

RECOMMENDATION:

It is recommended that the existing incandescent and fluorescent lights be replaced with LED options. All values presented here are estimates based on information provided at the time. These values are not to be taken as fact. Proof of installation is needed for rebates to be issued.

Demand: \$0.00 per kW
Energy: \$0.11433 per kWh

Rebate: \$200 per kW
 \$0.035 per kWh

Analysis Type: Rebate Estimate
Rebate Type: kW-based

TRM Version: 3.1

		Existing System						Proposed System							Energy Savings					
AREA DESCRIPTION:	Construction Type	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Hours of Operation /yr.	Peak kW Reduced	Annual kWh Reduced	Annual Energy Savings	Rebate	Cost	Payback (years)
Basement	Retrofit without Ballast	Incandescent	I60	1	1	60	60	LED	A19	1	1	10	10	2,346	0.05	117	\$13.41	\$10.00	\$5	
Basement	Retrofit without Ballast	CFL	Compact 14	2	1	14	14	LED	A19	2	1	10	10	2,346	0.01	19	\$2.15	\$1.60	\$10	
Stairs	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	1	2	32	56	LED	25 W 2x4	1	1	25	25	2,346	0.03	73	\$8.40	\$6.26	\$93	
Main Floor Hallway	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	14	2	32	56	LED	25 W 2x4	14	1	25	25	2,346	0.44	1,029	\$117.63	\$87.70	\$1,302	
Kitchen	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	2	2	32	56	LED	25 W 2x4	2	1	25	25	2,346	0.06	147	\$16.80	\$12.53	\$186	
Plan Room	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	2	4	32	113	LED	LED Strip	2	1	40	40	2,346	0.15	341	\$38.97	\$29.06	\$165	
Server Room	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	3	4	32	113	LED	LED Strip	3	1	40	40	2,346	0.22	511	\$58.46	\$43.58	\$247	
Restroom	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	1	2	32	56	LED	25 W 2x4	1	1	25	25	2,346	0.03	73	\$8.40	\$6.26	\$93	
Open Office	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	17	2	32	56	LED	25 W 2x4	17	1	25	25	2,346	0.53	1,249	\$142.84	\$106.49	\$1,581	
Nancy Office	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	3	2	32	56	LED	25 W 2x4	3	1	25	25	2,346	0.09	220	\$25.21	\$18.79	\$279	
Office	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	2	1	32	28	LED	25 W 2x4	2	1	25	25	2,346	0.01	15	\$1.70	\$1.26	\$186	
Tim's Office	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	4	2	32	56	LED	25 W 2x4	4	1	25	25	2,346	0.13	294	\$33.61	\$25.06	\$372	
Conference Room	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	4	2	32	56	LED	25 W 2x4	4	1	25	25	2,346	0.13	294	\$33.61	\$25.06	\$372	
Chamber Room	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	8	4	32	113	LED	40 W 2x4	8	1	40	40	2,346	0.58	1,364	\$155.90	\$116.22	\$422	
Restroom (x2)	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	4	2	32	56	LED	25 W 2x4	4	1	25	25	2,346	0.13	294	\$33.61	\$25.06	\$372	
Custodial	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	1	4	32	113	LED	40 W 2x4	1	1	40	40	2,346	0.07	170	\$19.49	\$14.53	\$93	
Front Desk	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	4	2	32	56	LED	25 W 2x4	4	1	25	25	2,346	0.13	294	\$33.61	\$25.06	\$372	
Entry	Retrofit without Ballast	T8 Lighting	F32T8 4' 32W	1	2	32	56	LED	25 W 2x4	1	1	25	25	2,346	0.03	73	\$8.40	\$6.26	\$93	
															2.80	6,579	\$752.21	\$560.78	\$6,242.25	7.55

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.



MOTOR EFFICIENCY

PROJECT DETAILS:

Consider installing a wall mounted occupancy sensors in the restrooms to control both the lighting and the exhaust fans. This allows the fans to run less hours than they otherwise would have. Installation was verified on site. Incremental costing was obtained from TRM 3.1.

ENERGY COSTS:

Demand = \$0.00 /kW
On Peak = \$0.11433 /kWh

Is there a Current Unit:

Yes

Existing Unit: Number of Units this Type:

1

Proposed Unit: Number of Units this Type:

1

Standard Unit Full Load Hours:

2,346

New Unit Full Load Hours:

1,643

ODP or TEFC Standard:

TEFC

Motor speed:

1800 RPM

Equipment Tied to OC Sensor:

Exhaust Fan = 1/8 HP
LED Lighting = 0.03 kW

Efficiency = 75.2%

Load Factor = 75.0%

Total Demand:

0.12 kW

ENERGY SAVINGS:

84 kWh/Year

COST SAVINGS:

\$9.62 /Year

O & M SAVINGS:

\$150

INCENTIVE:

\$2.94

FULL INSTALL COST:

Full Install Cost = \$55.00
After Incentive = \$52.06

SIMPLE PAYBACK:

Before Incentive = 5.7 Years
After Incentive = 5.4 Years

v1.7



HEAT PUMP - HOT WATER HEATER

Upon failure of current water heater, consider installing a heat pump hot water heater with a higher energy factor than a standard efficiency electric hot water heater. Note that the existing water heater is a gas water heater. Savings will be seen though the will be slightly different than the below electric water heater comparison Costs and rebates are estimates and are subject to change upon project completion and verification. Please consult with local contractors or suppliers for more accurate pricing.

PROJECT DETAILS:

ENERGY COSTS: Demand = \$0.00 /kW Is There a Current Unit: Yes
On-Peak = \$0.11433 /kWh

Internal Heat Gains: Low Existing Unit: Number of Units this Type: 1
Number of Months Heated: 12 Proposed Unit: Number of Units this Type: 1
Standard Unit Full Load Hours: 1,826
New Unit Full Load Hours: 1,826

Estimated Capacity of Current Equipment : 34.00 MBTU EF = 0.95
New Equipment Capacity: 34.00 MBTU EF = 3.00

DEMAND SAVINGS:
Adjusted Standard Demand = 10.49 kW
New Demand = 3.32 kW
Demand Saved = 7.17 kW

ENERGY SAVINGS:
Heat Savings = 13,089.44 kWh/Year

COST SAVINGS:
Heat Cost Saved = \$1,496.56 per Year

OTHER SAVINGS:
O&M Savings = \$150.00

INCENTIVE:
Heat Pump Incentive = \$1,434.00
Total Incentive = \$1,434.00

INCREMENTAL COST
Incremental Cost = \$784.00

SIMPLE PAYBACK:
Before Incentive = 0.1 Years
After Incentive = (0.4) Years

FULL INSTALL COST:
Full Install Cost = \$2,200.00

SIMPLE PAYBACK:
Before Incentive = 1.5 Years
After Incentive = 0.5 Years



HEAT PUMP - HEATING & COOLING

PROJECT DETAILS:

The customer is considering going with a heat pump in place of the existing furnaces and air conditioning units. The below calculations compare the energy use of a standard 2.5 ton efficiency heat pump with the 2.5 ton heat pump proposed for the space by SVL.

ENERGY COSTS:

Demand = \$0.00 /kW
On Peak = \$0.11433 /kWh

Is There a Current Unit: Yes

Unit Type: ASHP

Internal Heat Gains: Low
Number of Months Cooled: 4
Number of Months Heated: 6

Existing Unit: Number of Units this Type: 1
Proposed Unit: Number of Units this Type: 1

Standard Unit Cooling Hours: 446
New Unit Cooling Hours: 446
Standard Unit Heating Hours: 1,610
New Unit Heating Hours: 1,610

Estimated Capacity of Current Equipment :

Cooling

Capacity = 2.5 tons
EER = 11.4 Btuh/watt
SEER = 13.0 Btuh/watt

Heating

COP = 30.0 MBTU
2.3

New Equipment Capacity:

Capacity = 2.5 tons
EER = 13.0 Btuh/watt
SEER = 16.0 Btuh/watt

COP = 30.0 MBTU
2.8

DEMAND SAVINGS:

Cooling
Standard Demand = 2.63 kW
New Demand = 2.31 kW
Demand Saved = 0.32 kW

Heating
Standard Demand = 3.89 kW
New Demand = 3.16 kW
Demand Saved = 0.74 kW

ENERGY SAVINGS:

Cooling Savings = 193
Heating Savings = 1,188
1,381 kWh/Year

COST SAVINGS:

Cooling Cost Saved = \$22.07 /Year
Heating Cost Saved = \$135.85
\$158.00 /Year

OTHER SAVINGS:

O&M Savings = \$150.00

INCENTIVE:

Heat Pump Incentive = \$64.00
Total Incentive = **\$64.00** demand saved X \$200

INCREMENTAL COST:

Incremental Cost = \$1,027.50

SIMPLE PAYBACK:

Before Incentive = 0.0 Years
After Incentive = (0.1) Years

FULL INSTALL COST:

Equipment Cost = \$4,631.96
Labor Cost = \$1,590.49
Full Install Cost = \$6,222.45
After Incentive = \$6,158.45

SIMPLE PAYBACK:

Before Incentive = 39.4 Years
After Incentive = 39.0 Years

v1.2

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.



HEAT PUMP - HEATING & COOLING

PROJECT DETAILS:

The customer is considering going with a heat pump in place of the existing furnaces and air conditioning units. The below calculations compare the energy use of a standard 3 ton efficiency heat pump with the 3 ton heat pump proposed for the space by SVL.

ENERGY COSTS:

Demand = \$0.00 /kW
On Peak = \$0.11433 /kWh

Is There a Current Unit: Yes

Unit Type: ASHP

Internal Heat Gains: Low
Number of Months Cooled: 4
Number of Months Heated: 6

Existing Unit: Number of Units this Type: 1
Proposed Unit: Number of Units this Type: 1

Standard Unit Cooling Hours: 446
New Unit Cooling Hours: 446
Standard Unit Heating Hours: 1,610
New Unit Heating Hours: 1,610

Estimated Capacity of Current Equipment :

Cooling

Capacity = 3.0 tons
EER = 11.4 Btuh/watt
SEER = 13.0 Btuh/watt

Heating

COP = 36.0 MBTU
2.3

New Equipment Capacity:

Capacity = 3.0 tons
EER = 13.0 Btuh/watt
SEER = 16.0 Btuh/watt

COP = 36.0 MBTU
2.8

DEMAND SAVINGS:

Cooling
Standard Demand = 3.16 kW
New Demand = 2.77 kW
Demand Saved = 0.39 kW

Heating
Standard Demand = 4.67 kW
New Demand = 3.79 kW
Demand Saved = 0.89 kW

ENERGY SAVINGS:

Cooling Savings = 232
Heating Savings = 1,426
1,658 kWh/Year

COST SAVINGS:

Cooling Cost Saved = \$26.53 /Year
Heating Cost Saved = \$163.02
Total Saved = \$190.00 /Year

OTHER SAVINGS:

O&M Savings = \$150.00

INCENTIVE:

Heat Pump Incentive = \$78.00
Total Incentive = \$78.00 demand saved X \$200

INCREMENTAL COST:

Incremental Cost = \$1,233.00

SIMPLE PAYBACK:

Before Incentive = 0.0 Years
After Incentive = (0.1) Years

FULL INSTALL COST:

Equipment Cost = \$5,561.04
Labor Cost = \$1,909.51
Full Install Cost = \$7,470.55
After Incentive = \$7,392.55

SIMPLE PAYBACK:

Before Incentive = 39.3 Years
After Incentive = 38.9 Years

v1.2

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.



Appendix B: Lighting Specifications



KT-PLED40-24-8XX-VDIM-P

LED PANEL LIGHT

DESCRIPTION

2'x4' LED panel light, 40W family, 120-277V input, 0-10V dimming



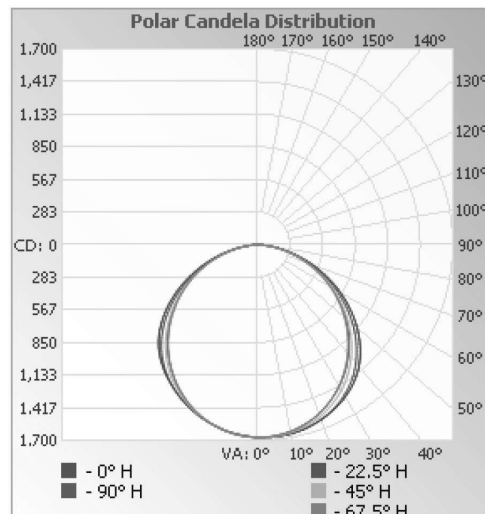
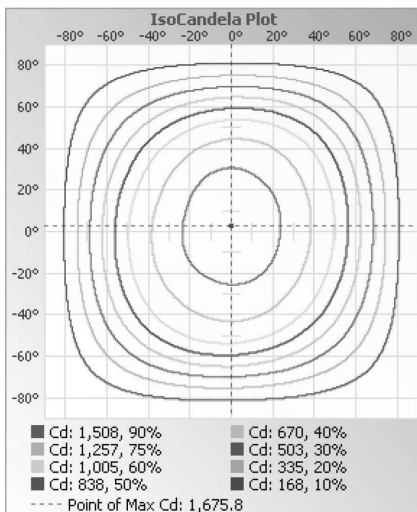
PRODUCT FEATURES

- Low profile architectural grade design
- Fits standard T-grid ceilings
- Suitable for surface or suspension mount with optional accessories
- High quality laser etched PMMA resin light guide plate offers optimal light diffusion with no risk of yellowing over product lifetime
- Powered by Keystone 0-10V dimming LED driver with built-in junction box
- Compatible with Keystone SmartSafe emergency LED drivers; KT-EMRG-LED-5-500-EN /DF or KT-EMRG-LED-12-1200-EN /DF are optimal for fixture level installation; mounting kit KT-PLED-EM-BR-KIT required (sold separately)
- 60,000 hour rated life
- Over 50% energy savings as compared to traditional fluorescent troffers
- LED color binning within 4 SDCM ensures supreme color consistency between all panels
- Operating temperature range: -20°C/-4°F to 40°C/104°F
- Suitable for damp locations
- Listed on DLC QPL, Premium
- Terminal box on driver accepts 14-22AWG

PERFORMANCE SPECIFICATIONS

Catalog Number	Input Voltage	Wattage	Color Temperature	Lumen Output	CRI	Power Factor	Efficacy	Lifetime
KT-PLED40-24-835-VDIM-P	120-277V	40W	3500K	5,000	>81.9	>0.9	125 lm/W	60,000 Hours
KT-PLED40-24-840-VDIM-P	120-277V	40W	4000K	5,050	>81.9	>0.9	126 lm/W	60,000 Hours
KT-PLED40-24-850-VDIM-P	120-277V	40W	5000K	5,100	>81.9	>0.9	128 lm/W	60,000 Hours

PHOTOMETRIC SPECIFICATIONS



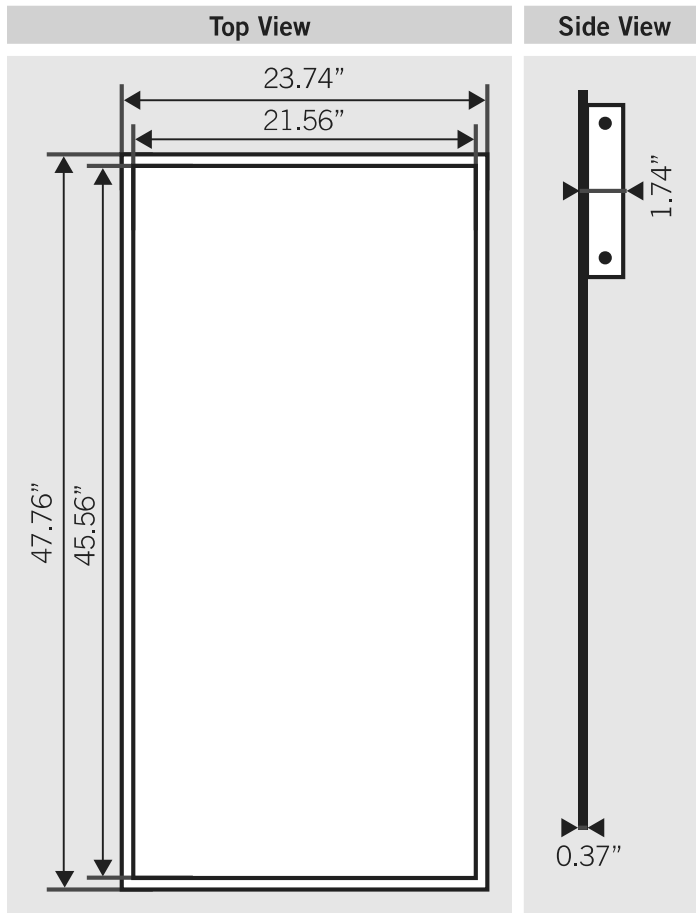
Zonal Lumen Summary		
Zone	Lumens	% Luminaire
0-30	1,313.9	26.5%
0-40	2,169.6	43.7%
0-60	3,892.4	78.5%
60-90	1,066.6	21.5%
70-100	443.3	8.9%
90-120	0.7	0%
0-90	4,959.0	100%
90-180	2.2	0%
0-180	4,961.2	100%



KT-PLED40-24-8XX-VDIM-P

LED PANEL LIGHT

PHYSICAL SPECIFICATIONS



WEIGHT INFORMATION

1 Piece	1 Carton
13.67 lbs	33.69 lbs

ACCESSORIES (SOLD SEPARATELY)

Accessory	Catalog Number	Description
Cable Hanging Kit	KT-PLED-CABLE-KIT	Cable hanging kit for LED panel lights (includes 3 cable sets)
Surface Mount Kit	KT-PLED-SM-24-KIT	Surface mount kit for (1) 2x4 LED panel light
SmartSafe Emergency Battery Backup	KT-EMRG-LED-5-500-EN /DF	5W, 500 lumen SmartSafe emergency battery back-up with dual flex cables
	KT-EMRG-LED-12-1200-EN /DF	12W, 1200 lumen SmartSafe emergency battery back-up with dual flex cables for remote mounting only
Emergency LED Backup Mounting Kit	KT-PLED-EM-BR-KIT	Bracket kit for mounting emergency LED backup to LED panel lights; designed for use with KT-EMRG-LED-5-500-EN /DF and KT-EMRG-LED-12-1200-EN /DF

CATALOG NUMBER BREAKDOWN

KT-PLED40-24-8XX-VDIM-P

1 2 3 4 5 6 7 8

- 1 Keystone Technologies
- 2 Panel Light LED Fixture
- 3 Wattage
- 4 2' x 4' Nominal Size
- 5 800 Series
- 6 Color Temperature
- 7 0-10V Dimming
- 8 Premium Series



XFIT

KT-MSLED44-4-8XX-VDIM-P

LED MICROSTRIP FIXTURE

DESCRIPTION

4' 44W LED Microstrip Fixture | 120–277V Input | Frosted Lens | 0–10V Dimming | Premium Series

APPLICATION

Used for commercial, retail, and residential strip applications



5 YEAR
WARRANTY



PRODUCT FEATURES

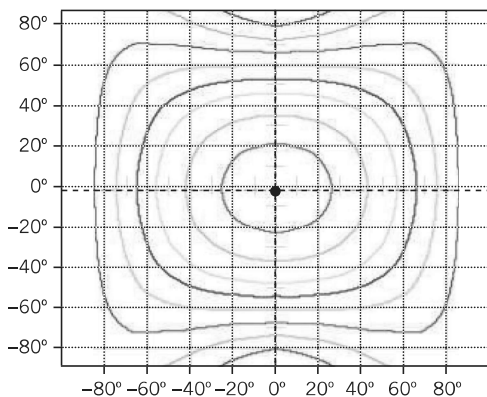
- Powered by Keystone 0–10V dimming LED drivers
- Smooth diffused lens for an even appearance
- 0–10V dimming, 10% minimum
- Compatible with Keystone SmartSafe emergency LED drivers; KT-EMRG-LED-5-500 /NB or KT-EMRG-LED-12-1200 /NB are optimal for fixture level installation
- Compatible with Keystone 480–277V step down transformers
- Compatible with Keystone occupancy sensors
- Ambient operating temperature: –20°C/–4°F to 50°C/122°F
- UL Listed 1598: Suitable for dry and damp locations
- THD: <20%
- Power factor >0.95
- L70 >50,000 hours
- DLC Premium Listed

PRODUCT SPECIFICATIONS

Catalog Number	Color Temperature	Nominal Length	Input Voltage	Wattage	CRI	Lumen Output	Efficacy
KT-MSLED44-4-835-VDIM-P	3500K	4 ft.	120–277V	44W	>82.0	5,632	128 lm/W
KT-MSLED44-4-840-VDIM-P	4000K	4 ft.	120–277V	44W	>82.0	5,720	130 lm/W
KT-MSLED44-4-850-VDIM-P	5000K	4 ft.	120–277V	44W	>82.0	5,764	131 lm/W

PHOTOMETRIC SPECIFICATIONS

ISOCANDELA PLOT



ZONAL LUMEN SUMMARY

Zone	Lumens	% Luminaire
0–30	1,125.1	22%
0–40	2,008.6	36%
0–60	3,606.8	64.6%
60–90	1475.0	26.4%
70–100	1,036.0	18.6%
90–120	411.3	7.4%
0–90	5,081.8	91.1%
90–180	498.7	8.9%
0–180	5,580.5	100%

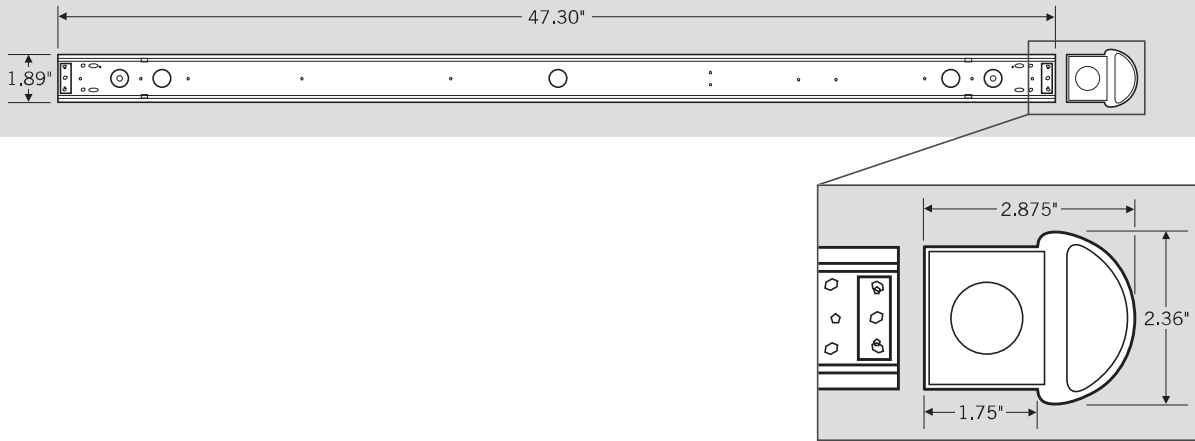


XFIT

KT-MSLED44-4-8XX-VDIM-P

LED MICROSTRIP FIXTURE

PHYSICAL SPECIFICATIONS



ORDERING INFORMATION

Order Code	Packaging Style	Pack Quantity	Item Status
KT-MSLED44-4-835-VDIM-P	Carton Pack	1	Active
KT-MSLED44-4-840-VDIM-P	Carton Pack	1	Active
KT-MSLED44-4-850-VDIM-P	Carton Pack	1	Active

ACCESSORIES (SOLD SEPARATELY)

Accessory	Catalog Number	Description
SmartSafe Emergency Battery Backup	KT-EMRG-LED-5-500 /NB	5W, 500 lumen SmartSafe emergency battery backup with narrow battery
	KT-EMRG-LED-12-1200 /NB	12W, 1200 lumen SmartSafe emergency battery backup with narrow battery
V-Hooks for Suspended Mounting	KT-MSLED-VH-KIT	Two (2) V-Hooks and chains for chain-suspended mounting

CATALOG NUMBER BREAKDOWN

KT-MSLED44-4-8XX-VDIM-P

1	2	3	4	5	6	7	8
---	---	---	---	---	---	---	---

- 1 Keystone Technologies
- 2 LED Microstrip Fixture
- 3 Wattage
- 4 4' Nominal Length
- 5 800 Series
- 6 Color Temperature
- 7 0-10V Dimming
- 8 Premium Series



KT-PLED30-24-8XX-VDIM-P

LED PANEL LIGHT

DESCRIPTION

2'x4' LED panel light, 30W family, 120-277V input, 0-10V dimming



PRODUCT FEATURES

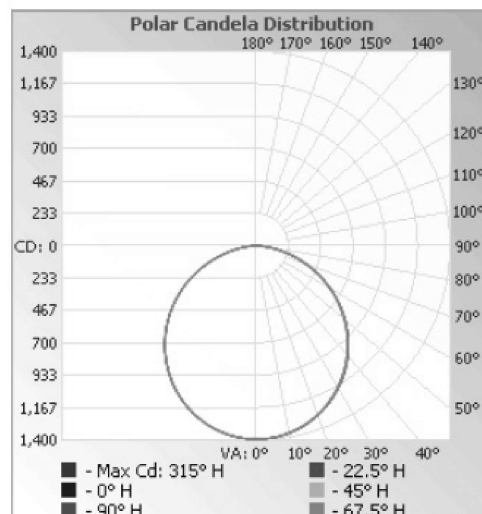
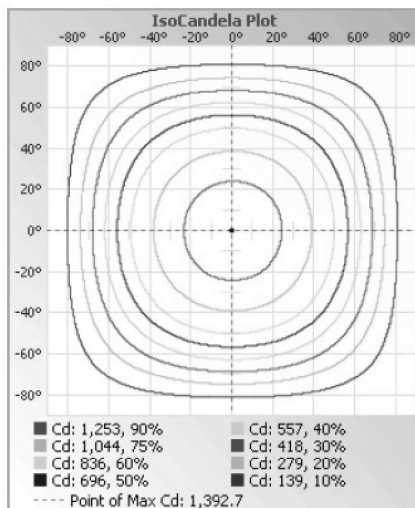
- Low profile architectural grade design
- Fits standard T-grid ceilings
- Suitable for surface or suspension mount with optional accessories
- High quality laser etched PMMA resin light guide plate offers optimal light diffusion with no risk of yellowing over product lifetime
- Powered by Keystone 0-10V dimming LED driver with built-in junction box
- Compatible with Keystone SmartSafe emergency LED drivers; KT-EMRG-LED-5-500-EN /DF or KT-EMRG-LED-12-1200-EN /DF are optimal for fixture level installation; mounting kit KT-PLED-EM-BR-KIT required (sold separately)
- 60,000 hour rated life
- Over 50% energy savings as compared to traditional fluorescent troffers
- LED color binning within 4 SDCM ensures supreme color consistency between all panels
- Operating temperature range: -20°C/-4°F to 40°C/104°F
- Suitable for damp locations
- Listed on DLC QPL, Premium
- Terminal box on driver accepts 14-22AWG

PERFORMANCE SPECIFICATIONS

Catalog Number	Input Voltage	Wattage	Color Temperature	Lumen Output	CRI	Power Factor	Efficacy	Lifetime
KT-PLED30-24-835-VDIM-P	120-277V	30W	3500K	3,750	>81.9	>0.9	125 lm/W	60,000 Hours
KT-PLED30-24-840-VDIM-P	120-277V	30W	4000K	3,800	>81.9	>0.9	127 lm/W	60,000 Hours
KT-PLED30-24-850-VDIM-P*	120-277V	30W	5000K	3,850	>81.9	>0.9	128 lm/W	60,000 Hours

* Available for special order only

PHOTOMETRIC SPECIFICATIONS



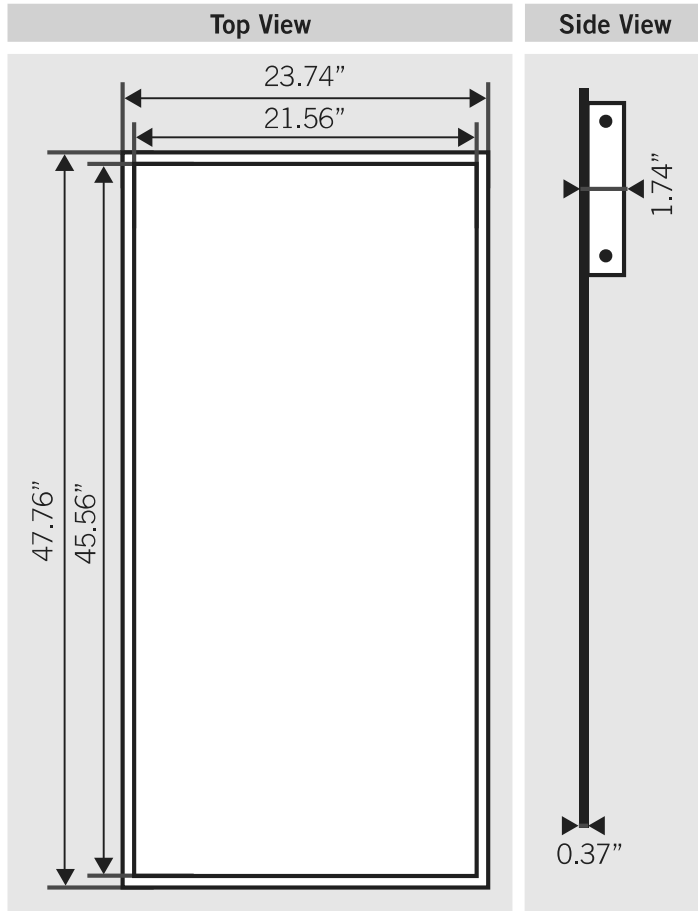
Zonal Lumen Summary		
Zone	Lumens	% Luminaire
0-30	1,082.1	27.1%
0-40	1,773.5	44.4%
0-60	3,141.1	78.6%
60-90	850.0	21.3%
70-100	358.0	9%
90-120	3.0	0.1%
0-90	3,991.1	99.9%
90-180	5.7	0.1%
0-180	3,996.8	100%



KT-PLED30-24-8XX-VDIM-P

LED PANEL LIGHT

PHYSICAL SPECIFICATIONS



WEIGHT INFORMATION

1 Piece	1 Carton
13.67 lbs	33.69 lbs

ACCESSORIES (SOLD SEPARATELY)

Accessory	Catalog Number	Description
Cable Hanging Kit	KT-PLED-CABLE-KIT	Cable hanging kit for LED panel lights (includes 3 cable sets)
Surface Mount Kit	KT-PLED-SM-24-KIT	Surface mount kit for (1) 2x4 LED panel light
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	KT-EMRG-LED-12-1200-EN /DF	12W, 1200 lumen SmartSafe emergency battery back-up with dual flex cables for remote mounting only
Emergency LED Backup Mounting Kit	KT-PLED-EM-BR-KIT	Bracket kit for mounting emergency LED backup to LED panel lights; designed for use with KT-EMRG-LED-5-500-EN /DF and KT-EMRG-LED-12-1200-EN /DF

CATALOG NUMBER BREAKDOWN

KT-PLED30-24-8XX-VDIM-P

1 2 3 4 5 6 7 8

- 1 Keystone Technologies
- 2 Panel Light LED Fixture
- 3 Wattage
- 4 2' x 4' Nominal Size
- 5 800 Series
- 6 Color Temperature
- 7 0-10V Dimming
- 8 Premium Series

Appendix C: HVAC Proposal and Specifications



To: Energy Insights	Project: Kasson City Hall HVAC Upgrade	Date: 12/08/2020
Attn: Margit Barot	Location: Kasson, MN	SVL Quote #: 888890
Engineer:	Notes:	Bid Date: 12/08/2020
Page(s): 1		Addendums:

Daikin Split-System Heat Pump with Electric Auxiliary Heat

(1) Daikin Split-System Heat Pump with:

Tag: AHU-1/ACCU-1

- Daikin 2.5 Ton DZ16SA0301 Outdoor Condensing Unit
 - Daikin Model No. DZ16SA0301
 - 16 SEER
 - Heat pump Model
- Daikin ASPT Series
 - Daikin Model No. ASPT37C14
 - Multi-Position ECM Based Air Handler with Internal TXV
 - 2-3 ton
- 15 kW – 208V resistance electric heater with integral circuit break
- 50' of lineset
- Low Ambient kit for Split heat pump
- Freeze protection kit

(1) Daikin Split-System Heat Pump with:

Tag: AHU-2/ACCU-2

- Daikin 3 Ton DZ16SA Outdoor Condensing Unit
 - Daikin Model No. DZ16SA0361
 - 16 SEER
 - Heat pump Model
- Daikin ASPT Series
 - Daikin Model No. ASPT37C14
 - Multi-Position ECM Based Air Handler with Internal TXV
 - 2-3 ton
- 15 kW – 208V resistance electric heater with integral circuit break
- 50' of lineset
- Low Ambient kit for Split heat pump
- Freeze protection kit

Total net price, freight allowed \$10,193.00

Add for Startup and first year labor warranty by SVL Service Corp, freight allowed \$3,500.00

Leadtime is current 4 weeks

Sincerely,

Cameron Sigecan

SVL, Inc.

651-415-2565

cams@svl.com

ITEM # DZ16SA0301, DZ16SA - HIGH-EFFICIENCY SPLIT SYSTEM HEAT PUMP UP TO 16 SEER & 9.5 HSPF

Whole House Heat Pump

- Up to 16 SEER and 9.5 HSPF
- Copeland® CoreSense advanced diagnostics monitors the system for trouble spots
- Refrigeration-grade premium copper tubing and aluminum fin condenser coil
- Acoustically engineered sound control blanket for quiet operation
- Specialized time-delay defrost technology
- Factory-installed in-line filter drier
- Factory-installed heater band and accumulator
- Heavy-gauge galvanized steel cabinet with sound-control top
- Baked enamel finish protects the system

+ [more](#)



[Specifications](#) | [Dimensions](#) | [System Efficiency Metrics](#) | [Features](#)

Specifications	
Nominal Cooling Capacity	30000 Btu/h
Nominal Heating Capacity	30000 Btu/h
Sound Level	74 dB
Rated Load Amps (RLA)	13.4 A
Locked Rotor Amps (LRA)	72.5 A
Compressor Type	Scroll

Horsepower	1/6 hp
Full Load Amps (FLA)	1.10 A
Refrigerant Type	R-410A
Refrigerant Charge	160 oz
Valve Connection Type	Sweat
Voltage	208 to 230 V
Min / Max Volts	197/253 V
Phase	1
Frequency	60 Hz
Minimum Circuit Ampacity	18.0 A
Max. Overcurrent Protection	30 A
Electrical Conduit Size	1/2" or 3/4"
Equipment Weight	186 lb
Shipping Weight	206 lb

Dimensions

Liquid Line Size (O.D.)	3/8 in
Suction Line Size (O.D.)	3/4 in
Liquid Valve Size (O.D.)	3/8 in
Suction Valve Size (O.D.)	7/8 in
Depth	35 1/2 in
Width	35 1/2 in
Height	34 5/8 in

System Efficiency Metrics

System Performance SEER	16.0
System Performance EER	13.0
System Performance HSPF	9.5

Features

Standard Features

- High-efficiency scroll compressor
- SmartShift® technology to ensure quiet reliable defrost
- Factory-installed bi-flow liquid-line filter drier
- Factory-installed suction-line accumulator
- Factory-installed compressor crankcase heater
- Factory-installed high-capacity muffler
- High- and low-pressure switches
- Service valves with sweat connections and easy access to gauge ports
- Copper tube/enhanced aluminum fin coil
- Fully charged for 15' of tubing length
- Contactor with lug connection
- Ground lug connection
- AHRI Certified; ETL Listed

Cabinet Features

- Daikin® brand sound control top design
- Steel louver coil guard
- Heavy-gauge galvanized-steel cabinet
- Attractive Architectural Gray powder-paint finish with 500-hour salt-spray approval
- Top and side maintenance access
- Service ports and controls are accessible while unit is operating
- When properly anchored, meets the 2010 Florida Building Code unit integrity requirements for hurricane-type winds (Anchor bracket kits available.)

ITEM # DZ16SA0361, DZ16SA - HIGH-EFFICIENCY SPLIT SYSTEM HEAT PUMP UP TO 16 SEER & 9.5 HSPF

Whole House Heat Pump

- Up to 16 SEER and 9.5 HSPF
- Copeland® CoreSense advanced diagnostics monitors the system for trouble spots
- Refrigeration-grade premium copper tubing and aluminum fin condenser coil
- Acoustically engineered sound control blanket for quiet operation
- Specialized time-delay defrost technology
- Factory-installed in-line filter drier
- Factory-installed heater band and accumulator
- Heavy-gauge galvanized steel cabinet with sound-control top
- Baked enamel finish protects the system

+ [more](#)



[Specifications](#) | [Dimensions](#) | [System Efficiency Metrics](#) | [Features](#)

Specifications	
Nominal Cooling Capacity	36000 Btu/h
Nominal Heating Capacity	36000 Btu/h
Sound Level	72 dB
Rated Load Amps (RLA)	14.1 A
Locked Rotor Amps (LRA)	72.2 A
Compressor Type	Scroll

Horsepower	1/4 hp
Full Load Amps (FLA)	1.30 A
Refrigerant Type	R-410A
Refrigerant Charge	175 oz
Valve Connection Type	Sweat
Voltage	208 to 230 V
Min / Max Volts	197/253 V
Phase	1
Frequency	60 Hz
Minimum Circuit Ampacity	18.9 A
Max. Overcurrent Protection	30 A
Electrical Conduit Size	1/2" or 3/4"
Equipment Weight	220 lb
Shipping Weight	240 lb

Dimensions

Liquid Line Size (O.D.)	3/8 in
Suction Line Size (O.D.)	7/8 in
Liquid Valve Size (O.D.)	3/8 in
Suction Valve Size (O.D.)	7/8 in
Depth	35 1/2 in
Width	35 1/2 in
Height	40 in

System Efficiency Metrics

System Performance SEER	16.0
-------------------------	------

System Performance EER	13.0
------------------------	------

System Performance HSPF	9.5
-------------------------	-----

Features

Standard Features

- High-efficiency scroll compressor
- SmartShift® technology to ensure quiet reliable defrost
- Factory-installed bi-flow liquid-line filter drier
- Factory-installed suction-line accumulator
- Factory-installed compressor crankcase heater
- Factory-installed high-capacity muffler
- High- and low-pressure switches
- Service valves with sweat connections and easy access to gauge ports
- Copper tube/enhanced aluminum fin coil
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- Top and side maintenance access
- Service ports and controls are accessible while unit is operating
- When properly anchored, meets the 2010 Florida Building Code unit integrity requirements for hurricane-type winds (Anchor bracket kits available.)

City of Kasson Parks Shed

101 7th St NW

Kasson, MN 55944

ELECTRIC ENERGY ANALYSIS

June 10th, 2022



Prepared By: Drew McAdory

Frontier Energy

amcadory@FrontierEnergy.com

(501) 794-7044



Disclaimer of Warranties and Limitation of Liability

The suggestions in this Energy Analysis (“Analysis”) are provided as a service to CMPAS customers and are based on a visual analysis of conditions observed at the time of the survey, information provided by the customer, CMPAS, and costs based on the energy assessor’s experience on similar projects. The performance guidelines provided in the Analysis are for informational purposes only and are not to be construed as a design document. CMPAS will not benefit in any way from a customer’s decision to select a particular contractor or vendor to supply or install the products and measures suggested by the energy assessor. Furthermore, any reference to a particular product or brand is strictly intended to illustrate a particular product category and CMPAS does not recommend any one product over the other.

CMPAS and the energy assessor do not guarantee that any specific level of energy or costs savings will result from implementing any energy conservation measures described in this Analysis. CMPAS and the energy assessor shall not, under any circumstances, be liable to the customer in the event that potential energy savings are not achieved.

CMPAS advises that customers check with their CMPAS representatives to determine the estimated value of their rebates (if any) and to verify that the equipment qualifies for rebates prior to implementation of any conservation measures. Custom Rebate projects require pre-approval prior to purchase and installation in order to qualify for a rebate. The customer is responsible for submitting project information to CMPAS to obtain pre-approval for rebates and to determine the eligible rebate amount.

Customers are encouraged to ask for the opinion of contractors and suppliers they have worked with in the past for further information on suggested recommendations. Disturbance, removal or replacement of building materials, equipment, insulation systems, ductwork, piping, boilers, and other potentially hazardous components that contain asbestos, mercury or PCB’s will require proper handling and disposal in accordance with the applicable federal and state laws and regulations. In addition, installations shall follow all applicable energy codes, fire codes, building codes, safety codes, ventilation codes, heating codes, plumbing codes and mechanical codes. The customer is responsible to ensure that the contractor follows such guidelines in implementing the recommendations of this report.

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Customer Information

Facility Information:

Business Name: City of Kasson Parks Workshop
Service Address: 101 7th St NW, Kasson, MN 55944
Account(s): 0748-00
Premise Number: 08-1895
Customer Contact: Nancy Zaworski
Customer Phone #: (507) 634-6321
Customer Email: financedept@cityofkasson.com

Date of Analysis: June 10th, 2022
Date of Report: June 20th, 2022
Annual Energy Usage: 14,798 kWh
Peak Energy Demand: N/A
Building/Business Type: Parks and Recreation

Consultant Contact

Name: Margit Barot
Email: mbarot@FrontierEnergy.com
Phone: (612) 715-4853

Consulting Firm: Frontier Energy
7935 Stone Creek Drive, Suite 140
Chanhassen, MN 55317
Phone: (952) 767-7455

Executive Summary

On June 10th, 2022, representatives from Frontier Energy, Margit Barot and Drew McAdory conducted a walkthrough of the City of Kasson Parks Workshop to identify opportunities for energy conservation.

During the walkthrough, it was identified that the Parks Workshop is using standard efficiency lighting.

An Energy Analysis is the first step toward identifying opportunities to keep operating costs low, remain competitive in the marketplace, and start saving energy and money. This report contains specific recommendations to reduce energy usage, many of which are low or no cost opportunities. Some of these recommendations may qualify for a rebate to help reduce your initial equipment costs and provide a faster payback on your energy investment.

The following is a summary of the top recommendations for the Kasson Police Department to implement:

1. Consider updating the remaining standard efficiency lighting to LEDs.

The following is a summary of things the Kasson Police Department is doing well:

1. Radiant heating is being utilized.

Average Price Per Unit Energy:

- \$0.11433/kWh

Safety Issues:

- None identified

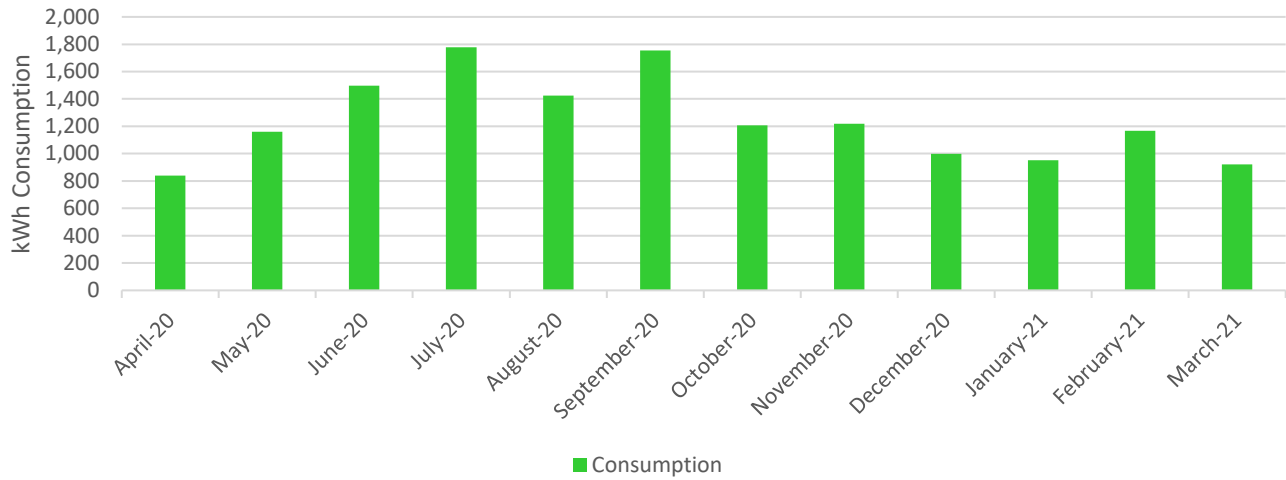
Energy Usage

ELECTRIC ENERGY AND DEMAND SUMMARY

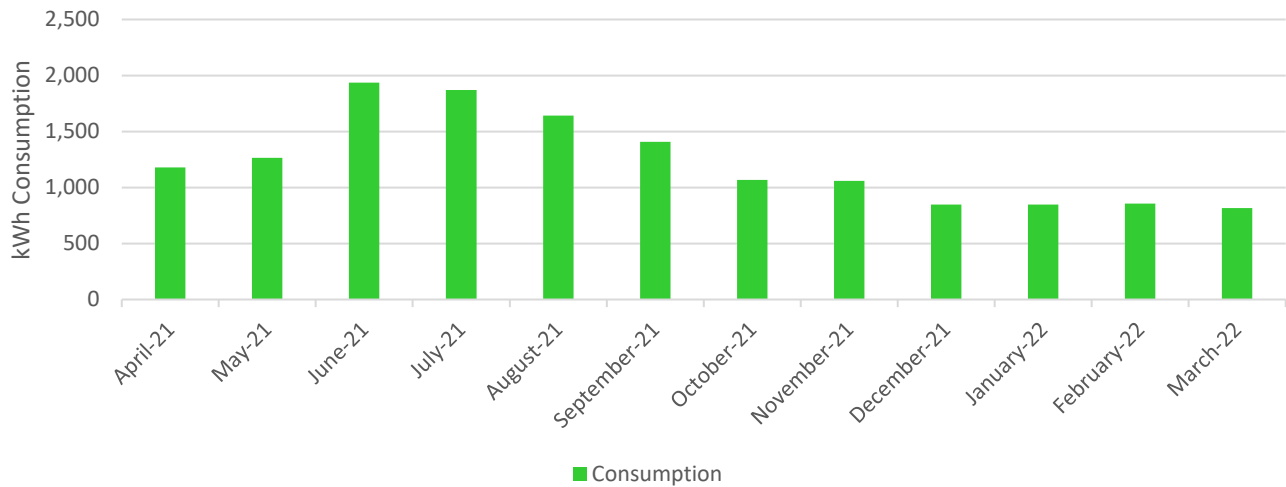
Customer:	Park Workshop		
Address:	Kasson, Minnesota 55944		
ACCOUNT #:	0748-00		
PERIOD:	Apr-20	through	Mar-22

Month	Billing Days	Total kWh	kWh/Day	Total Cost	\$/kWh
April-20	30	840	28	\$113.56	\$0.135
May-20	31	1,160	37	\$148.44	\$0.128
June-20	30	1,498	50	\$209.25	\$0.140
July-20	31	1,777	57	\$244.13	\$0.137
August-20	31	1,425	46	\$200.13	\$0.140
September-20	30	1,754	58	\$241.25	\$0.138
October-20	31	1,206	39	\$153.45	\$0.127
November-20	30	1,218	41	\$154.76	\$0.127
December-20	31	999	32	\$130.89	\$0.131
January-21	31	952	31	\$127.16	\$0.134
February-21	28	1,167	42	\$150.81	\$0.129
March-21	31	922	30	\$123.86	\$0.134
April 2020 - March 2021	365	14,918		\$1,997.69	
AVERAGE	30	1,243	41	\$166.47	\$0.133
April-21	30	1,179	39	\$152.13	\$0.129
May-21	31	1,266	41	\$161.70	\$0.128
June-21	30	1,937	65	\$270.38	\$0.140
July-21	31	1,871	60	\$261.93	\$0.140
August-21	31	1,643	53	\$232.74	\$0.142
September-21	30	1,409	47	\$202.79	\$0.144
October-21	31	1,069	34	\$141.10	\$0.132
November-21	30	1,058	35	\$139.88	\$0.132
December-21	31	847	27	\$116.46	\$0.137
January-22	31	848	27	\$119.28	\$0.141
February-22	28	856	31	\$120.16	\$0.140
March-22	31	815	26	\$115.65	\$0.142
April 2021 - March 2022	365	14,798		\$2,034.20	
AVERAGE	30	1,233	41	\$169.52	\$0.137

Electric Consumption April 2020 - March 2021



Electric Consumption April 2021 - March 2022



Summary of Opportunities

The recommendations in this report are based on an analysis of conditions observed at the time of the survey, information provided to the auditors, and costs based on experience on similar projects. Estimated savings are calculated on the basis of research by government agencies, product literature, and engineering associations. Actual savings will depend on several factors including conservation measures implemented, seasonal weather variations, fuel price increases, and specific energy use practices of the facility's occupants and workers. Performance guidelines provided in the report are for informational purposes only and are not to be construed as a design document. This report is written for energy saving purposes only and should not be used for bid specifications. Installation costs are estimates only and the customer is responsible for obtaining quoted prices from vendors and contractors.

Recommendations:

❖ Replace standard efficiency lighting with LEDs:

- Consider upgrading the existing standard efficiency lighting to high efficiency LED lighting. While looking for new lighting, look for DLC or energy star rated lighting options. Installing LED lights is one of the most cost-effective ways to reduce energy usage, as LEDs use about 50% less electricity than traditional fluorescent options. This results in substantial energy cost savings. LEDs typically have an expected lifespan of 30,000-50,000 hours or longer, depending on the quality of the lamp or fixture compared to standard lighting options with 8,000 to 10,000-hour lifespan.



Example of an LED strip fixture

Summary by Payback

ECM #	Description	Annual Cost Saved	Annual kW Saved	Annual kWh Saved	Estimated Project Cost	Simple Payback	% Electric Reduced
1	Efficient Lighting	\$542	1.73	4,744	\$3,347	6.2	32.1%
Total		\$542	2	4,744	\$3,347	6.2	32.1%

Appendix A: Spreadsheets

ENERGY EFFICIENT LIGHTING MEASURES

RECOMMENDATION:

It is recommended that the existing HID and fluorescent lights be replaced with LED options. All values presented here are estimates based on information provided at the time. These values are not to be taken as fact. Proof of installation is needed for rebates to be issued.

Demand: \$0.00 per kW
Energy: \$0.11433 per kWh

Analysis Type: Rebate Estimate

TRM Version: 3.2

		Existing System						Proposed System							Energy Savings					
AREA DESCRIPTION:	Construction Type	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Hours of Operation /yr.	Peak kW Reduced	Annual kWh Reduced	Annual Energy Savings	Rebate	Cost	Payback (years)
Interior	Retrofit without Ballast	T12_Lighting	F96T12 HO 8' 95W	24	1	95	125	LED	8 foot strip	24	1	70	70	2,444	1.32	3,226	\$368.85	\$0.00	\$2,734	
Interior	Retrofit without Ballast	T12_Lighting	F40T12 4' 40W	2	2	40	97	LED	4 foot strip	2	1	30	30	2,433	0.13	326	\$37.28	\$0.00	\$177	
Exterior	Retrofit without Ballast	HPS	HPS70	4	1	70	91	LED	Wallpack Fixture	4	1	23	23	4,380	0.27	1,191	\$136.21	\$0.00	\$436	
															1.73	4,744	\$542.34	\$0.00	\$3,347.32	6.17
v3.14																				

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

Dodge County Ice Arena

100 11th St NE

Kasson, MN 55944

ELECTRIC ENERGY ANALYSIS

February 27th, 2020



Prepared By: Drew McAdory
Frontier Energy
amcadory@FrontierEnergy.com
(501) 794-7044



Disclaimer of Warranties and Limitation of Liability

The suggestions in this Energy Analysis ("Analysis") are provided as a service to CMPAS customers and are based on a visual analysis of conditions observed at the time of the survey, information provided by the customer, CMPAS, and costs based on the energy assessor's experience on similar projects. The performance guidelines provided in the Analysis are for informational purposes only and are not to be construed as a design document. CMPAS will not benefit in any way from a customer's decision to select a particular contractor or vendor to supply or install the products and measures suggested by the energy assessor. Furthermore, any reference to a particular product or brand is strictly intended to illustrate a particular product category and CMPAS does not recommend any one product over the other.

CMPAS and the energy assessor do not guarantee that any specific level of energy or costs savings will result from implementing any energy conservation measures described in this Analysis. CMPAS and the energy assessor shall not, under any circumstances, be liable to the customer in the event that potential energy savings are not achieved.

CMPAS advises that customers check with their CMPAS representatives to determine the estimated value of their rebates (if any) and to verify that the equipment qualifies for rebates prior to implementation of any conservation measures. Custom Rebate projects require pre-approval prior to purchase and installation in order to qualify for a rebate. The customer is responsible for submitting project information to CMPAS to obtain pre-approval for rebates and to determine the eligible rebate amount.

Customers are encouraged to ask for the opinion of contractors and suppliers they have worked with in the past for further information on suggested recommendations. Disturbance, removal or replacement of building materials, equipment, insulation systems, ductwork, piping, boilers, and other potentially hazardous components that contain asbestos, mercury or PCB's will require proper handling and disposal in accordance with the applicable federal and state laws and regulations. In addition, installations shall follow all applicable energy codes, fire codes, building codes, safety codes, ventilation codes, heating codes, plumbing codes and mechanical codes. The customer is responsible to ensure that the contractor follows such guidelines in implementing the recommendations of this report.

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Customer Information

Facility Information:

Business Name: Dodge County Ice Arena
Service Address: 100 11th St NE, Kasson MN 55944
Account(s): 1734-00
Premise Number: N/A
Customer Contact: Nancy Zaworski
Customer Phone #: (507) 634-6321
Customer Email: financedept@cityofkasson.com

Date of Analysis: February 27th, 2020
Date of Report: August 24th 2022
Annual Energy Usage: 441,500
Peak Energy Demand: 138
Building/Business Type: Ice Arena

Consultant Contact

Name: Margit Barot
Email: mbarot@FrontierEnergy.com
Phone: (612) 715-4853

Consulting Firm: Frontier Energy
7935 Stone Creek Drive, Suite 140
Chanhassen, MN 55317
Phone: (952) 767-7455

Executive Summary

An Energy Analysis is the first step toward identifying opportunities to keep operating costs low, remain competitive in the marketplace, and start saving energy and money. This report contains specific recommendations to reduce energy usage, many of which are low or no cost opportunities. Some of these recommendations may qualify for a rebate to help reduce your initial equipment costs and provide a faster payback on your energy investment.

The following is a summary of the top recommendations for the Dodge County Ice Arena to implement:

1. Consider replacing all standard efficiency lighting with LEDs
2. Consider installing a control system for the chillers
3. Consider a setback on ice temperatures
4. Consider performing tune ups on chillers
5. Consider installing VFDs on glycol pumps
6. Consider adding accumulators to suction lines
7. Consider a refrigerant upgrade

The following is a summary of things the Dodge County Ice Arena is doing well:

1. Facility has a low emissivity ceiling
2. Lights are on motion detectors

Average Price Per Unit Energy:

- \$0.113/kWh

Safety Issues:

- None identified

Energy Usage

ELECTRIC ENERGY AND DEMAND SUMMARY

Customer: Dodge County - Four Seasons Arena

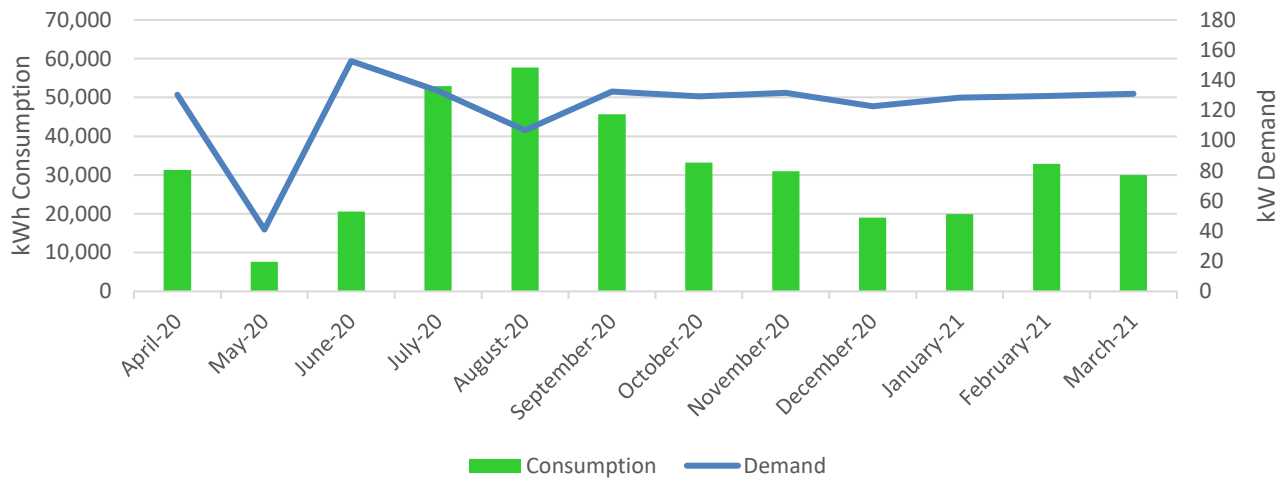
Address: 100 11th St NE, Kasson, MN 55944

ACCOUNT #: 1734-00

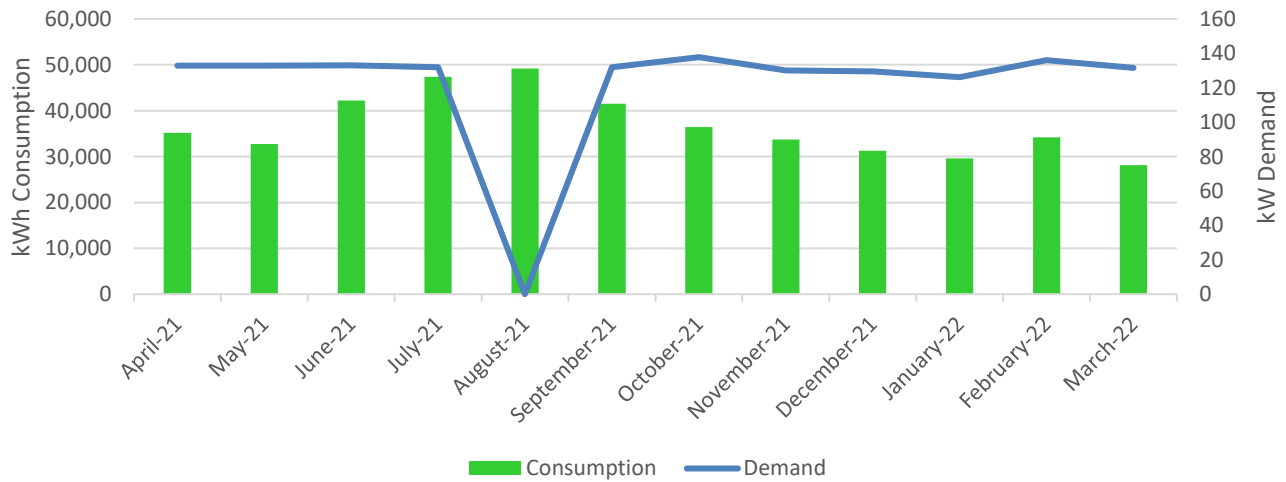
PERIOD: Apr-20 through Mar-22

Month	Billing Days	Measured Demand	Total kWh	kWh/Day	Total Cost	\$/kWh	Load Factor
April-20	30	130.4	31,300	1,043	\$3,816.20	\$0.122	33%
May-20	31	41	7,600	245	\$997.96	\$0.131	25%
June-20	30	152.7	20,600	687	\$3,222.12	\$0.156	19%
July-20	31	133	52,900	1,706	\$5,190.00	\$0.098	53%
August-20	31	106.8	57,700	1,861	\$5,212.48	\$0.090	73%
September-20	30	132.5	45,700	1,523	\$4,694.60	\$0.103	48%
October-20	31	129.3	33,200	1,071	\$3,608.28	\$0.109	35%
November-20	30	131.6	31,000	1,033	\$3,498.56	\$0.113	33%
December-20	31	122.8	19,000	613	\$2,652.48	\$0.140	21%
January-21	31	128.4	19,900	642	\$2,823.67	\$0.142	21%
February-21	28	129.5	32,900	1,175	\$3,655.69	\$0.111	38%
March-21	31	131.1	30,000	968	\$3,491.91	\$0.116	31%
April 2020 - March 2021	365	153	381,800		\$42,863.95		
AVERAGE	30	122	31,817	1,047	\$3,572.00	\$0.119	36%
April-21	30	132.9	35,200	1,173	\$3,840.81	\$0.109	37%
May-21	31	132.9	32,700	1,055	\$3,683.31	\$0.113	33%
June-21	30	133	42,200	1,407	\$4,862.04	\$0.115	44%
July-21	31	132	47,400	1,529	\$5,206.56	\$0.110	48%
August-21	31	N/A	49,200	1,587	\$5,356.21	\$0.109	N/A
September-21	30	132	41,500	1,383	\$4,799.46	\$0.116	44%
October-21	31	137.8	36,400	1,174	\$3,974.37	\$0.109	36%
November-21	30	130	33,700	1,123	\$3,712.00	\$0.110	36%
December-21	31	129.5	31,300	1,010	\$3,554.89	\$0.114	32%
January-22	31	126.2	29,600	955	\$3,484.68	\$0.118	32%
February-22	28	136.1	34,200	1,221	\$3,897.24	\$0.114	37%
March-22	31	131.6	28,100	906	\$3,457.14	\$0.123	29%
April 2021 - March 2022	365	138	441,500		\$49,828.71		
AVERAGE	30	132	36,792	1,210	\$4,152.39	\$0.113	37%

Electric Consumption and Demand April 2020 - March 2021



Electric Consumption and Demand April 2021 - March 2022



No recorded demand for August 2021

Summary of Opportunities

The recommendations in this report are based on an analysis of conditions observed at the time of the survey, information provided to the auditors, and costs based on experience on similar projects. Estimated savings are calculated on the basis of research by government agencies, product literature, and engineering associations. Actual savings will depend on several factors including conservation measures implemented, seasonal weather variations, fuel price increases, and specific energy use practices of the facility's occupants and workers. Performance guidelines provided in the report are for informational purposes only and are not to be construed as a design document. This report is written for energy saving purposes only and should not be used for bid specifications. Installation costs are estimates only and the customer is responsible for obtaining quoted prices from vendors and contractors.

Recommendations:

❖ **Install a control system for the chillers:**

- Consider installing a control system to control the existing chiller setup including the pumps, compressor and condenser. This will send out alerts with email alarms when a variety of setpoints are not being reached, allowing fast response times to potential expensive problems energy and maintenance.



Example of a control system panel

❖ **Perform tune-ups on chillers:**

- Consider performing a full systems on the chiller that serves the facility. Hire a contractor to clean the condenser and evaporator coils, check refrigerant levels, and add more refrigerant if necessary. This process brings chiller efficiency back up to what it should be after years of wear and tear and should be done on an annual to biannual basis for the best results.



Example of a dirty condenser

❖ **Setback ice temperatures when facility is unoccupied:**

- Consider installing a new chiller controller that provides a new interface to adjust the ice temperatures and chiller settings based on occupied and unoccupied hours. The new controller can be modified by the arena manager at the office computer, which results in more frequent adjustment of the ice temperature settings. The existing settings maintain the ice temperature at 19 degrees 24/7 year-round. The new system would increase the setpoint by 2 degrees during the building's unoccupied hours and ramp back up to ensure the ice is cold enough for when the space is occupied. These adjustments allow for energy consumption savings on the chiller system.

❖ **Install VFDs on Glycol pumps:**

- Consider installing a variable frequency drive (VFD) on the glycol pump. The pump is currently running at full load all the time, though could be circulating the glycol less with the same effect, significantly reducing the amount of energy consumed. This would be especially valuable in conjunction with the above mentioned setbacks. Energy savings can be claimed by decreasing the pump load when the compressors are not running.



Example of a VFD

❖ **Upgrade refrigerant:**

- Consider upgrading to a new refrigerant with a higher heat transfer potential in order to increase the temperature difference across the chiller. The better refrigerant would cause the heat to be removed more efficiently than the existing set up resulting in energy savings on compressor with decreased operating time and lower loading.

❖ **Replace standard efficiency lighting with LEDs:**

- Consider upgrading remaining standard efficiency lighting to high efficiency LED lighting. While looking for new lighting, look for DLC or energy star rated lighting options. Installing LED lights is one of the most cost-effective ways to reduce energy usage, as LEDs use about 50% less electricity than traditional fluorescent options. This results in substantial energy cost savings. LEDs typically have an expected lifespan of 30,000-50,000 hours or longer, depending on the quality of the lamp or fixture compared to standard lighting options with 8,000 to 10,000-hour lifespan.



Example of an LED tube replacement

❖ **Add accumulators to suction lines:**

- Consider adding accumulators to the suction lines increase the efficiency on the expansion valves. The existing settings for the expansion valves are set conservatively to protect the compressors from liquid flood back. By adding this accumulator, these settings can be more aggressive, leading to properly functioning expansion valves.



Example of a suction line accumulator

Summary by Payback

ECM #	Description	Annual Cost Saved	Annual kW Saved	Annual kWh Saved	Estimated Project Cost	Simple Payback	% Electric Reduced
1	EMS Upgrade	\$1,509.20	0.00	13,200	\$1,587.67	1.1	3.0%
2	Chiller Tune-Up	\$1,346.96	4.60	11,781	\$1,416.99	1.1	2.7%
3	EMS Setback	\$603.68	0.00	5,280	\$635.07	1.1	1.2%
4	VFD	\$3,821.36	0.00	33,423	\$4,020.04	1.1	7.6%
5	Refrigerant Upgrade	\$4,434.53	0.00	38,786	\$23,997.73	5.4	8.8%
6	Lighting	\$1,614.68	4.75	14,123	\$10,781.33	6.1	3.2%
7	EEV	\$127.22	0.87	1,113	\$3,102.06	24.4	0.3%
Total		\$13,457.63	10.2	117,706	\$45,541	3.4	26.7%

Appendix A: Spreadsheets

ENERGY MANAGEMENT IMPROVEMENT

The customer is considering installing an Emerson Control System to control the existing chiller setup. This will alert the customer with email alarms when a variety of setpoints are not being reached, allowing fast response times to potential energy expensive problems. All chiller information was verified on site.

PROJECT DETAILS:

ENERGY COSTS:

Demand = \$0.00 /kW
On-Peak = \$0.11433 /kWh

EQUIPMENT SPECIFICATIONS:

Compressor =	102.2 kW	1,280 Hours/Year	130,904 kWh/Year
Condensor =	0.9 kW	1,280 Hours/Year	1,093 kWh/Year

Total kW Managed = 103.09 kW
Estimated % Saved = 10%

ENERGY SAVINGS:

Current kWh Usage =	131,996 kWh	
Proposed kWh Usage =	118,797 kWh	Conservative estimate of a 10.0% reduction in total usage
Total Energy Savings =	13,200 kWh/year	

COST SAVINGS:

Total Cost Saved = \$1,509.20 per Year

INCENTIVE:

Total Incentive = \$462.00

IMPLEMENTATION COST:

Total Installed Cost = \$1,587.67

SIMPLE PAYBACK:

Before Incentive =	1.1 Years
After Incentive =	0.7 Years

v1.5

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

COOLING EQUIPMENT MAINTENANCE					
PROJECT DETAILS:		As part of the new energy managment system upgrade, the customer plans to perform a full systems check and condenser cleaning on the chiller that serves the facility. The chiller information was verified on site. The hours of operation are based specific cooling requirements of the application and information gatehred on site. The measure cost is based on the contractor provided estimate.			
ENERGY COSTS:	Demand =	\$0.00	/kW	Operational Months:	8
	On Peak =	\$0.11433	/kWh		
Standard Unit Full Load Hours:		1,280			
Number of Units Serviced:		4 /year			
Total kW:		92.0			
ENERGY SAVINGS:					
Annual Cooling Savings:		11,781 kWh/Year			
DEMAND SAVINGS:					
Annual Demand Savings:		4.60 kW			
COST SAVINGS:	Cost Saved =	\$1,346.96	/Year		
	Total Saved =	\$1,346.96	/Year		
INCENTIVE:	Incentive =	\$920.00			
	Total Incentive =	\$920.00			
FULL INSTALL COST:		SIMPLE PAYBACK:			
Full Install Cost:		\$1,416.99	Before Incentive =	1.1	Years
After Incentive =		\$496.99	After Incentive =	0.4	Years

v1.0

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

ENERGY MANAGEMENT SYSTEM - Chiller									
PROJECT DETAILS:		The customer installed a new chiller controller that provides a new interface to adjust the ice temperatures and chiller settings based on occupied and unoccupied hours. The new controller can be modified by the arena manager at the office computer, which results in more frequent adjustment of the ice temperature settings. The existing settings maintained the ice temperature at 19 degrees 24/7 year round. The new system ice temperature settings increase the setpoint by 2 degrees during the building's unoccupied hours. Readouts from the energy management system in a similar project were used in these calculations. Full project costs come from the invoice.							
ENERGY COSTS:		Demand =	\$0.00	/kW					
		On-Peak =	\$0.11433	/kWh					
BASELINE OPERATING SETTINGS:		Ice Temperature	Hours Per Setpoint	System Demand	Load Factor	Operating Hours	Annual Consumption		
Chiller Normal		19 °F	1,948 Hr/year	103.1 kW	94%	427 Hr/year	41,360	kWh/year	
Chiller Unoccupied		19 °F	3,896 Hr/year	103.1 kW	94%	854 Hr/year	82,719	kWh/year	
PROPOSED OPERATING SETTINGS:		Ice Temperature	Hours Per Setpoint	System Demand	Load Factor	Proposed Hours	Annual Consumption		
Chiller Normal		19 °F	1,948 Hr/year	103.1 kW	94%	427 Hr/year	41,360	kWh/year	
Chiller Unoccupied		21 °F	3,896 Hr/year	103.1 kW	88%	854 Hr/year	77,439	kWh/year	
ENERGY SAVINGS:									
Current kWh Usage =		124,079	kWh						
Proposed kWh Usage =		118,799	kWh						
Total Energy Savings =		5,280	kWh/year						
COST SAVINGS:									
Total Cost Saved =		\$603.68	per Year						
INCENTIVE:									
Total Incentive =		\$184.80							
IMPLEMENTATION COST:									
Total Installed Cost =		\$635.07							
				SIMPLE PAYBACK:					
				Before Incentive =		1.1			
				After Incentive =		0.7			

v1.5

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

VARIABLE FREQUENCY DRIVE

PROJECT DETAILS:

The customer installed a VFD on the glycol pump, though this VFD is currently not controlling the pump and instead is running at full load all the time. The customer plans to begin utilizing the controls on the VFD by decreasing the load to 25% when the compressors are not running and proportionally slowing down the pump to match chiller load when compressors are running.

Motor Size:	7.80	HP	Proposed Control Type:	VFD	
Number of Motors:	1	# Proposed			VFD Efficiency = 96%
Total Motor Size:	7.80	HP	Motor Efficiency:	75.2%	
Current Motor Type:	New Premium Eff.		Electric Demand Rate:	\$0.00	kW
Existing Control:	None - Fan		Electricity Rate:	\$0.11433	kWh
Load Profile:	Standard		Motor Loading:	75%	
					Hours of Operation = 8,766
					Operating Months = 12

		Percent of Full Input Power								
System Rated Flow	Operating	Existing	Proposed VFD	Full-Load Power kW	Existing Motor Input Power	Proposed Motor Input Power	kW Power Savings	Hours Per Year	kWh/Yr. Energy Savings	
0%	0%	100%	6%	0.0	0.0	0.0	0.0	0	0	
20%	0%	100%	5%	7.7	5.8	0.3	5.5	0	0	
25%	42%	100%	6%	7.7	5.8	0.4	5.4	3,644	19,739	
30%	0%	100%	8%	7.7	5.8	0.5	5.3	0	0	
35%	0%	100%	10%	7.7	5.8	0.6	5.2	0	0	
40%	15%	100%	13%	7.7	5.8	0.8	5.0	1,271	6,387	
45%	0%	100%	16%	7.7	5.8	1.0	4.8	0	0	
50%	0%	100%	20%	7.7	5.8	1.2	4.6	0	0	
55%	0%	100%	25%	7.7	5.8	1.5	4.3	0	0	
60%	15%	100%	30%	7.7	5.8	1.8	4.0	1,271	5,043	
65%	0%	100%	37%	7.7	5.8	2.2	3.6	0	0	
70%	0%	100%	43%	7.7	5.8	2.6	3.2	0	0	
75%	0%	100%	51%	7.7	5.8	3.1	2.7	0	0	
80%	15%	100%	60%	7.7	5.8	3.6	2.2	1,271	2,786	
85%	0%	100%	69%	7.7	5.8	4.2	1.6	0	0	
90%	0%	100%	79%	7.7	5.8	4.8	1.0	0	0	
95%	0%	100%	91%	7.7	5.8	5.5	0.3	0	0	
100%	15%	100%	103%	7.7	5.8	6.2	(0.4)	1,271	(533)	

SAVINGS:	100%					Total	33,423
Implementation Cost =	\$4,020	O&M Savings:	\$195				
kWh Saved =	33,423						
kW Saved =	-						
Annual Cost Savings =	\$3,821.36						
Rebate =	\$1,169.81	kWh saved X \$0.035					
Payback Before Rebate =	1.1	Years					
Payback After Rebate =	0.7	Years					

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

Chiller Improvement

PROJECT DETAILS:

The customer changed to a new refrigerant in order to increase the temperature differential across the chiller. The savings claimed are based on recorded data from a similar project. The improved heat transfer will save on compressor run time. Full install costing from contractor

ENERGY COSTS: Demand =

Demand =	\$0.00	/kW
On-Peak =	\$0.11433	/kWh

EQUIPMENT SPECIFICATIONS:

Quantities:	Quantity	Amps	Volts	Phase	Load Factor	kW	Hours/year	kWh/year
Compressors =	4	460	62.9	3	0.75	102.2	1,280	130,904

Density 8.85 lb/gallon

Pre Conversion Delta T for Chiller:	1.9 °F	528,563 BTU/hr
Post Conversion Delta T for Chiller:	2.7 °F	751,115 BTU/hr

ENERGY SAVINGS:

Current kWh Usage =	130,904	kWh
Proposed kWh Usage =	92,117	kWh
Total Energy Savings =	38,786	kWh/year

COST SAVINGS:

Total Cost Saved = \$4,434.53 per Year

INCENTIVE:

Total Incentive = **\$1,357.51** kWh saved X \$0.035

IMPLEMENTATION COST:

Total Installed Cost = \$23,997.73

SIMPLE PAYBACK:

Before Incentive = 5.4 Years
After Incentive = 5.1 Years

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

ENERGY EFFICIENT LIGHTING MEASURES																				
<div><div>RECOMMENDATION:</div><div>It is recommended that the existing (HID/incandescent/fluorescent/Neon etc.) lights be replaced with LED options. All values presented here are estimates based on information provided at the time. These values are not to be taken as fact. Proof of installation is needed for rebates to be issued.</div></div>																				
<div><div><div><div>Demand:</div><div>\$0.00 per kW</div></div><div><div>Energy:</div><div>\$0.11433 per kWh</div></div></div><div><div>Rebate:</div><div>\$200 per kW</div><div>\$0.035 per kWh</div></div><div><div>Analysis Type:</div><div>Rebate Estimate</div></div><div><div>Rebate Type:</div><div>kWh & kW-based</div></div></div>																				
AREA DESCRIPTION:	Construction Type	Existing System						Proposed System							Energy Savings					
		Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Hours of Operation /yr.	Peak kW Reduced	Annual kWh Reduced	Annual Energy Savings	Rebate	Cost	Payback (years)
Entry Vestibule	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	1	4	32	113	LED	2x4	1	1	40	40	8,760	0.07	636	\$72.75	\$22.27	\$82	
Office	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	1	4	32	113	LED	2x4	1	1	40	40	2,858	0.07	208	\$23.73	\$14.53	\$82	
Around Ice and Lockers	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	3	6	32	169	LED	High Bay	3	1	60	60	3,637	0.33	1,189	\$135.93	\$65.38	\$472	
Around Ice and Lockers	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	4	6	32	169	LED	High Bay	4	1	60	60	3,637	0.44	1,585	\$181.25	\$87.17	\$630	
Ice Rink	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	32	6	32	169	LED	High Bay	32	1	100	100	3,455	2.21	7,625	\$871.79	\$441.34	\$5,037	
Ice Rink	Retrofit without Ballast	LED	Highbay Fixture	2	1	60	60	LED	High Bay	2	1	100	100	3,455	(0.08)	(276)	-\$31.60	(\$9.67)	\$315	
Ice Resurface Room	Retrofit without Ballast	T8_Lighting	F96T8 HO 8' 86W	2	2	86	150	LED	8' Strip	2	1	70	70	1,455	0.16	233	\$26.61	\$32.00	\$267	
Electrical	Retrofit without Ballast	T8_Lighting	F96T8 HO 8' 86W	3	2	86	150	LED	8' Strip	3	1	70	70	1,455	0.24	349	\$39.92	\$48.00	\$401	
Officials Locker Room	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	2	2	32	56	LED	4' Strip	2	1	28	28	2,182	0.06	124	\$14.13	\$11.33	\$179	
Locker Room 5	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	4	2	32	56	LED	4' Strip	4	1	28	28	2,182	0.11	247	\$28.26	\$22.66	\$358	
Locker Room 6	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	6	2	32	56	LED	4' Strip	6	1	28	28	2,182	0.17	371	\$42.40	\$33.98	\$537	
Locker Room 4	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	6	2	32	56	LED	4' Strip	6	1	28	28	2,182	0.17	371	\$42.40	\$33.98	\$537	
Locker Room 3	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	4	2	32	56	LED	4' Strip	4	1	28	28	2,182	0.11	247	\$28.26	\$22.66	\$358	
Locker Room 2	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	6	2	32	56	LED	4' Strip	6	1	28	28	2,182	0.17	371	\$42.40	\$33.98	\$537	
Locker Room 1	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	4	2	32	56	LED	4' Strip	4	1	28	28	2,182	0.11	247	\$28.26	\$22.66	\$358	
Maintenance	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	1	2	32	56	LED	4' Strip	1	1	28	28	1,455	0.03	41	\$4.71	\$5.66	\$89	
Maintenance	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	1	2	32	56	LED	4' Strip	1	1	28	28	1,455	0.03	41	\$4.71	\$5.66	\$89	
W Restroom	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	2	4	32	113	LED	2x4	2	1	40	40	1,455	0.15	211	\$24.17	\$29.06	\$165	
W Restroom	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	1	2	32	56	LED	Vanity	1	1	25	25	1,455	0.03	46	\$5.21	\$6.26	\$61	
M Restroom	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	2	4	32	113	LED	2x4	2	1	40	40	1,455	0.15	211	\$24.17	\$29.06	\$165	
M Restroom	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	1	2	32	56	LED	Vanity	1	1	25	25	1,455	0.03	46	\$5.21	\$6.26	\$61	
															4.75	14,123	\$1,614.68	\$964.23	\$10,781.33	6.08
AC and Refrigeration Savings																				
AC or Refrigeration Savings?		Yes																		
Savings Type =		AC																		
		AC Savings																		
Demand Saved =		4.75	kW																	
Btu Saved =		16,214	Btu/Hr																	
Tons of Cooling Saved =		1.35	Tons																	
Cooling Months =		4																		
Cooling Hours =		644	Hr/Yr																	
Cycling Factor =		65%																		
Months/Year =		12																		
AC or Refrigeration KWh Savings =		1,044	kWh																	
AC or Refrigeration kW Savings =		0.41	kW																	
AC or Refrigeration Cost Savings =		\$119.40	per Year																	
Estimated EER =		10																		
<div><div>Total kW saved =</div><div>5.16</div><div>kW</div></div> <div><div>Total kWh Saved =</div><div>15,167</div><div>kWh/Yr</div></div> <div><div>Total Cost Savings =</div><div>\$1,734.08</div></div> <div><div>Total Rebate =</div><div>\$1,000.78</div></div> <div><div>Incremental Cost =</div><div>\$10,781.33</div></div> <div><div>Payback without Rebate =</div><div>6.22</div><div>Years</div></div> <div><div>Payback with Rebate =</div><div>5.64</div><div>Years</div></div>																				

v3.14

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

Please contact us at (218) 355-2217.

GENERAL EQUIPMENT IMPROVEMENT									
		The customer is considering adding accumulators to the suction lines in order to allow more efficient energy savings on the expansion valves. The existing settings for the expansion valves are set conservatively to protect the compressors from liquid floodback. By adding this accumulator, these settings can be more aggressive, leading to properly functioning expansion valves. The savings are calculated based on the cooling capacity of the unit and the average power consumption for different expansion valves as determined by an industry study.							
ENERGY COSTS:		Demand =	\$0.00	/kW	Is There a Current Unit:	Yes			
		On Peak =	\$0.11433	/kWh	Operational Months:	8			
Standard Unit Full Load Hours:		1,280			Existing Unit: Number of Units this Type:	1			
New Unit Full Load Hours:		1,280			Proposed Unit: Number of Units this Type:	1			
DEMAND SAVINGS:									
Standard Demand =		19.94 kW			Load/Diversity Factor	50%			
New Demand =		18.20 kW			Load/Diversity Factor	50%			
Demand Saved =		0.87 kW							
ENERGY SAVINGS:		Savings =	<div>1,113 kWh/Year</div> <div>1,113</div>						
COST SAVINGS:		Cost Saved =	<div>\$127.22 /Year</div>						
		Total Saved =	<div>\$127.22 /Year</div>						
OTHER SAVINGS:		O&M Savings =	\$150						
INCENTIVE:		Incentive =	\$174.00						
		Total Incentive =	\$174.00						
FULL INSTALL COST:					SIMPLE PAYBACK:				
Full Install Cost =		\$3,102.06			Before Incentive =	24.4		Years	
After Incentive =		\$2,928.06			After Incentive =	23.0		Years	

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

Kasson Liquor Store

30 W Main Street
Kasson, MN 55944

ELECTRIC ENERGY ANALYSIS

June 10th, 2022



Prepared By: Drew McAdory
Frontier Energy
amcadory@FrontierEnergy.com
(501) 794-7044



Disclaimer of Warranties and Limitation of Liability

The suggestions in this Energy Analysis ("Analysis") are provided as a service to CMPAS customers and are based on a visual analysis of conditions observed at the time of the survey, information provided by the customer, CMPAS, and costs based on the energy assessor's experience on similar projects. The performance guidelines provided in the Analysis are for informational purposes only and are not to be construed as a design document. CMPAS will not benefit in any way from a customer's decision to select a particular contractor or vendor to supply or install the products and measures suggested by the energy assessor. Furthermore, any reference to a particular product or brand is strictly intended to illustrate a particular product category and CMPAS does not recommend any one product over the other.

CMPAS and the energy assessor do not guarantee that any specific level of energy or costs savings will result from implementing any energy conservation measures described in this Analysis. CMPAS and the energy assessor shall not, under any circumstances, be liable to the customer in the event that potential energy savings are not achieved.

CMPAS advises that customers check with their CMPAS representatives to determine the estimated value of their rebates (if any) and to verify that the equipment qualifies for rebates prior to implementation of any conservation measures. Custom Rebate projects require pre-approval prior to purchase and installation in order to qualify for a rebate. The customer is responsible for submitting project information to CMPAS to obtain pre-approval for rebates and to determine the eligible rebate amount.

Customers are encouraged to ask for the opinion of contractors and suppliers they have worked with in the past for further information on suggested recommendations. Disturbance, removal or replacement of building materials, equipment, insulation systems, ductwork, piping, boilers, and other potentially hazardous components that contain asbestos, mercury or PCB's will require proper handling and disposal in accordance with the applicable federal and state laws and regulations. In addition, installations shall follow all applicable energy codes, fire codes, building codes, safety codes, ventilation codes, heating codes, plumbing codes and mechanical codes. The customer is responsible to ensure that the contractor follows such guidelines in implementing the recommendations of this report.

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Customer Information

Facility Information:

Business Name: Kasson Liquor Store
Service Address: 30 W Main Street, Kasson, MN 55944
Account(s): 0123-00
Premise Number: 01-0123
Customer Contact: Nancy Zaworski
Customer Phone #: (507) 634-6321
Customer Email: financedept@cityofkasson.com

Date of Analysis: June 10th, 2022
Date of Report: June 20th, 2022
Annual Energy Usage: 66,560 kWh
Peak Energy Demand: 20 kW
Building/Business Type: Liquor Store

Consultant Contact

Name: Margit Barot
Email: mbarot@FrontierEnergy.com
Phone: (612) 715-4853

Consulting Firm: Frontier Energy
7935 Stone Creek Drive, Suite 140
Chanhassen, MN 55317
Phone: (952) 767-7455

Executive Summary

On June 10th, 2022, representatives from Frontier Energy, Margit Barot and Drew McAdory conducted a walkthrough of the Kasson Liquor Store to identify opportunities for energy conservation.

During the walkthrough, it was identified that the Liquor Store has replaced most standard efficiency lighting with LEDs.

An Energy Analysis is the first step toward identifying opportunities to keep operating costs low, remain competitive in the marketplace, and start saving energy and money. This report contains specific recommendations to reduce energy usage, many of which are low or no cost opportunities. Some of these recommendations may qualify for a rebate to help reduce your initial equipment costs and provide a faster payback on your energy investment.

The following is a summary of the top recommendations for the Kasson Police Department to implement:

1. Consider updating the remaining standard efficiency lighting to LEDs.
2. Consider adding a door strip to the walk-in refrigerator.
3. Consider upgrading evaporator fans in walk-in to ECMs.
4. Consider installing door controls to the evaporator units in the walk-in refrigerator.
5. Consider a tune up on AC units.

The following is a summary of things the Kasson Police Department is doing well:

1. Some lighting has already been converted to LEDs.

Average Price Per Unit Energy:

- \$0.121/kWh

Safety Issues:

- None identified

Energy Usage

ELECTRIC ENERGY AND DEMAND SUMMARY

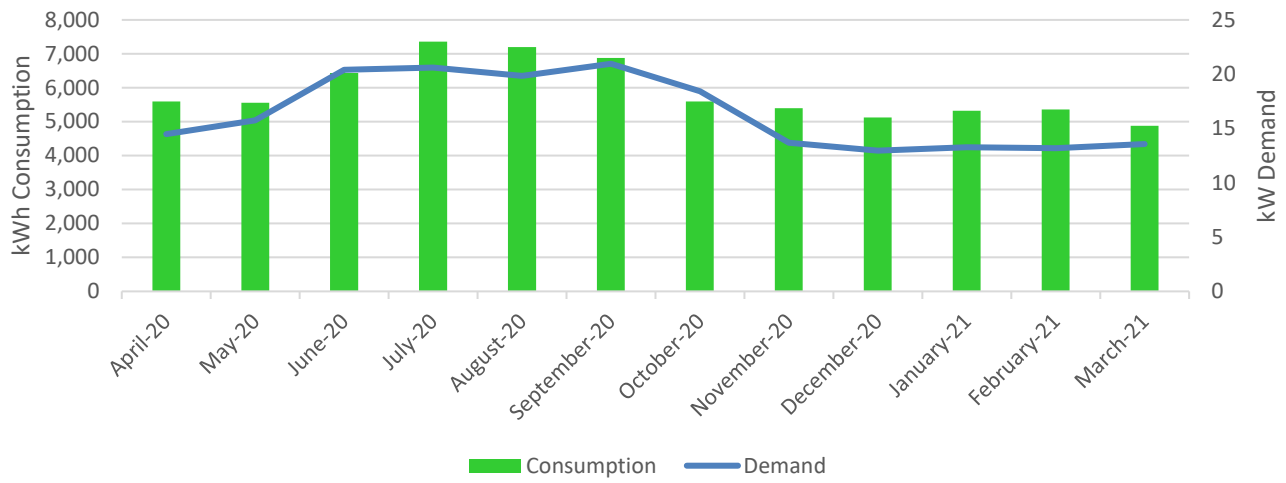
Customer: Kasson Liquor Store
Address: 30 W Main St, Kasson, MN 55944

ACCOUNT #: 0123-00

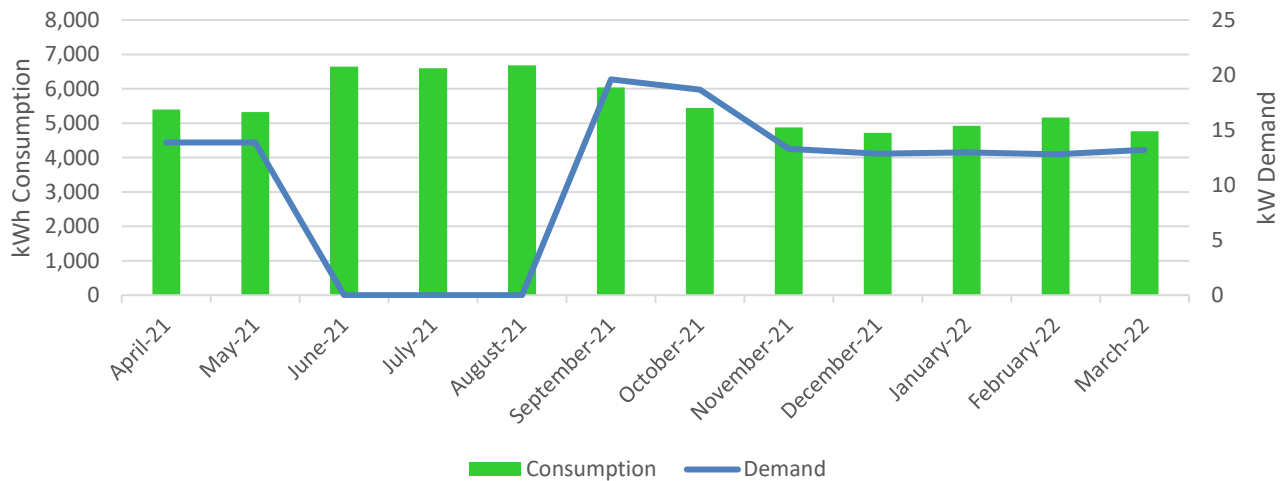
PERIOD: Apr-20 through Mar-22

Month	Billing Days	Measured Demand	Total kWh	kWh/Day	Total Cost	\$/kWh	Load Factor
April-20	30	14.48	5,600	187	\$632.40	\$0.113	54%
May-20	31	15.76	5,560	179	\$628.04	\$0.113	47%
June-20	30	20.4	6,440	215	\$827.00	\$0.128	44%
July-20	31	20.6	7,360	237	\$942.00	\$0.128	48%
August-20	31	19.84	7,200	232	\$922.00	\$0.128	49%
September-20	30	20.96	6,880	229	\$882.00	\$0.128	46%
October-20	31	18.44	5,600	181	\$632.40	\$0.113	41%
November-20	30	13.68	5,400	180	\$610.60	\$0.113	55%
December-20	31	12.96	5,120	165	\$580.08	\$0.113	53%
January-21	31	13.28	5,320	172	\$607.64	\$0.114	54%
February-21	28	13.2	5,360	191	\$612.04	\$0.114	60%
March-21	31	13.56	4,880	157	\$559.24	\$0.115	48%
April 2020 - March 2021	365	21	70,720		\$8,435.44		
AVERAGE	30	16	5,893	194	\$702.95	\$0.118	50%
April-21	30	13.88	5,400	180	\$616.44	\$0.114	54%
May-21	31	13.88	5,320	172	\$607.64	\$0.114	52%
June-21	30	N/A	6,640	221	\$872.36	\$0.131	N/A
July-21	31	N/A	6,600	213	\$867.24	\$0.131	N/A
August-21	31	N/A	6,680	215	\$877.48	\$0.131	N/A
September-21	30	19.6	6,040	201	\$795.56	\$0.132	43%
October-21	31	18.68	5,440	175	\$626.28	\$0.115	39%
November-21	30	13.28	4,880	163	\$564.12	\$0.116	51%
December-21	31	12.84	4,720	152	\$546.36	\$0.116	49%
January-22	31	12.96	4,920	159	\$567.20	\$0.115	51%
February-22	28	12.8	5,160	184	\$593.60	\$0.115	60%
March-22	31	13.2	4,760	154	\$549.60	\$0.115	48%
April 2021 - March 2022	365	20	66,560		\$8,083.88		
AVERAGE	30	15	5,547	182	\$673.66	\$0.121	50%

Electric Consumption and Demand April 2020 - March 2021



Electric Consumption and Demand April 2021 - March 2022



**No recorded demand data for June 21 – Aug 21*

Summary of Opportunities

The recommendations in this report are based on an analysis of conditions observed at the time of the survey, information provided to the auditors, and costs based on experience on similar projects. Estimated savings are calculated on the basis of research by government agencies, product literature, and engineering associations. Actual savings will depend on several factors including conservation measures implemented, seasonal weather variations, fuel price increases, and specific energy use practices of the facility's occupants and workers. Performance guidelines provided in the report are for informational purposes only and are not to be construed as a design document. This report is written for energy saving purposes only and should not be used for bid specifications. Installation costs are estimates only and the customer is responsible for obtaining quoted prices from vendors and contractors.

Recommendations:

❖ Upgrade walk-in evaporator fans to EC motors:

- Consider upgrading existing evaporator fan motors to electronically commutated (EC) motors. EC motors can modulate power consumption in proportion to demand of the system. EC motors are typically the most efficient option in fractional horsepower applications and tend to deliver the highest savings when used in AC or refrigeration systems. This is due to the decreased heat output of the EC motors into the cooled space.



Example Electronically Commutated Motor

❖ **Replace standard efficiency lighting with LEDs:**

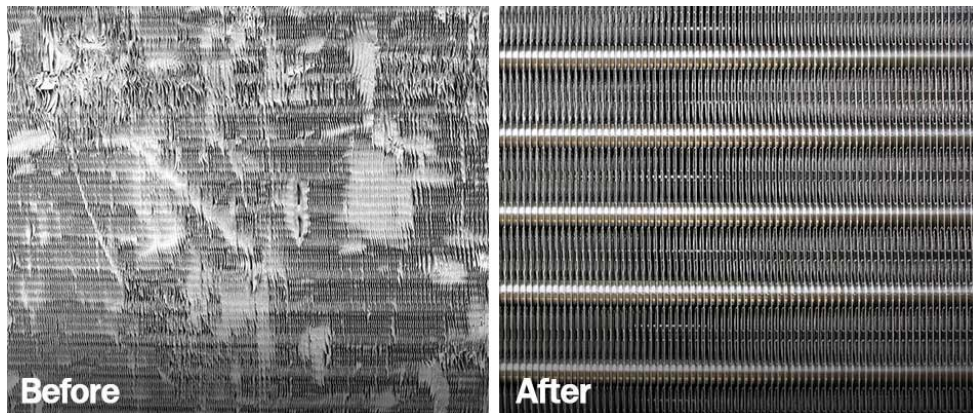
- While on site, it was noted that most of the lighting in the building had been converted to LEDs, however, there were some areas that had not. Consider upgrading the remaining standard efficiency lighting to high efficiency LED lighting. While looking for new lighting, look for DLC or energy star rated lighting options. Installing LED lights is one of the most cost-effective ways to reduce energy usage, as LEDs use about 50% less electricity than traditional fluorescent options. This results in substantial energy cost savings. LEDs typically have an expected lifespan of 30,000-50,000 hours or longer, depending on the quality of the lamp or fixture compared to standard lighting options with 8,000 to 10,000-hour lifespan.



Example of an LED A19 replacement

❖ **Tune-up on existing AC units:**

- Consider a tune-up on existing AC units. Over time, AC unit components can build up dirt and debris, and refrigerant can leak out of the system. Tune-up air conditioners using any or all of the procedures outlined, including a condenser coil cleaning, evaporator cleaning, and refrigerant charge correction.



Example of a condensing coil before and after cleaning

❖ **Add door strips to the walk-in refrigerator:**

- Consider installing door strip curtains to the walk-in refrigerator. These curtains are made of PVC and can help to insulate refrigerators from the outside air when the doors are open.



Example of walk-in refrigerator door strips

❖ **Install door controls to the fan units in walk-in refrigerator:**

- Consider installing door controls to the evaporator fan units within the walk-in refrigerator. The controls would shut off the evaporator fans when the entry door is open and avoid pushing cooled air out into non-refrigerated space. This would result in less cooling needed and slightly lower fan operating hours.

Summary by Payback

ECM #	Description	Annual Cost Saved	Annual kW Saved	Annual kWh Saved	Estimated Project Cost	Simple Payback	% Electric Reduced
1	ECM Evaporator Fan	\$1,316.11	0.41	19,611	\$1,200.00	0.9	29.5%
2	Efficient Lighting	\$95.82	0.23	838	\$378.60	4.0	1.3%
3	5-Ton AC Tune-Up	\$39.22	0.41	343	\$175.00	4.5	0.5%
4	Cooler Door Strips	\$53.21	0.00	831	\$250.39	4.7	1.2%
Total		\$1,504.36	1.05	21,623	\$2,003.99	1.3	32.5%

Appendix A: Spreadsheets

EVAPORATOR FAN EC MOTOR

PROJECT DETAILS:

Consider installing new EC Motors on the evaporator fans in walk-in coolers. The incremental costs are provided by TRM. The distribution of operating time based on the application of the motor and similar projects.

Motor Size:	1/20 HP	Proposed Control Type:	ECM	ECM Efficiency =	96%
Number of Motors:	12 # Proposed	Refrigeration Type:	Cooler		
Total Motor Size:	0.60 HP	Motor Efficiency:	66.0%	Hours of Operation =	8,760
Current Motor Type:	New	Electric Demand Rate:	\$12.40 kW		
Existing Control:	None - Fan	Electricity Rate:	\$0.06400 kWh	Operating Months =	12
Load Profile:	Standard	Motor Loading:	90%		

		Percent of Full Input Power							
System Rated Flow	Operating	Existing	Proposed ECM	Full-Load Power kW	Existing Motor Input Power	Proposed Motor Input Power	kW Power Savings	Hours Per Year	kWh/Yr. Energy Savings
0%	0%	100%	6%	0.000	0.000	0.000	0.0	0	0
20%	0%	100%	5%	0.678	0.610	0.034	0.6	0	0
25%	0%	100%	6%	0.678	0.610	0.041	0.6	0	0
30%	0%	100%	8%	0.678	0.610	0.051	0.6	0	0
35%	0%	100%	10%	0.678	0.610	0.065	0.5	0	0
40%	0%	100%	13%	0.678	0.610	0.082	0.5	0	0
45%	0%	100%	16%	0.678	0.610	0.103	0.5	0	0
50%	0%	100%	20%	0.678	0.610	0.129	0.5	0	0
55%	0%	100%	25%	0.678	0.610	0.159	0.5	0	0
60%	20%	100%	30%	0.678	0.610	0.193	0.4	1,752	731
65%	20%	100%	37%	0.678	0.610	0.232	0.4	1,752	662
70%	20%	100%	43%	0.678	0.610	0.276	0.3	1,752	585
75%	20%	100%	51%	0.678	0.610	0.325	0.3	1,752	499
80%	20%	100%	60%	0.678	0.610	0.380	0.2	1,752	404
85%	0%	100%	69%	0.678	0.610	0.440	0.2	0	0
90%	0%	100%	79%	0.678	0.610	0.505	0.1	0	0
95%	0%	100%	91%	0.678	0.610	0.577	0.0	0	0
100%	0%	100%	103%	0.678	0.610	0.654	(0.0)	0	0

100%

SAVINGS: 100%

Implementation Cost =	\$1,200
kW Saved =	0.41
Tons of Cooling Saved =	0.1
Cooling Hours =	8,760
Refrigeration kWh Savings	16,730
Total kWh Saved =	19,611
Annual Cost Savings =	\$1,316.11
Rebate =	\$0.00
Payback Before Rebate =	0.9
Payback After Rebate =	0.9

O&M Savings: \$15

COP: 2.50

Rebate Rate

\$0.000 /kWh

\$0 /kW

demand saved X \$0

Years

Years

Total	2,882
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ENERGY EFFICIENT LIGHTING MEASURES																				
RECOMMENDATION:		It is recommended that the existing incandescent and fluorescent be replaced with LED options. All values presented here are estimates based on information provided at the time. These values are not to be taken as fact. Proof of installation is needed for rebates to be issued.																		
		Demand: \$0.00 per kW Energy: \$0.11433 per kWh								Analysis Type: Rebate Estimate kW-based				TRM Version: 3.2						
		Existing System						Proposed System							Energy Savings					
AREA DESCRIPTION:	Construction Type	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Hours of Operation /yr.	Peak kW Reduced	Annual kWh Reduced	Annual Energy Savings	Rebate	Cost	Payback (years)
Heater Room	Retrofit without Ballast	CFL	Compact 18	1	1	18	18	LED	Cans	1	1	10	10	365	0.01	3	\$0.33	\$0.00	\$126	378.01
Storage	Retrofit without Ballast	Incandescent	I150	1	1	150	150	LED	Cans	1	1	20	20	3,796	0.13	493	\$56.42	\$0.00	\$126	2.24
Walk-In Refrigerator	Retrofit without Ballast	Incandescent	I100	1	1	100	100	LED	Cans	1	1	10	10	3,796	0.09	342	\$39.06	\$0.00	\$126	3.23
															0.23	838	\$95.82	\$0.00	\$378.60	3.95
v3.14																				

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

COOLING EQUIPMENT MAINTENANCE						
PROJECT DETAILS:		Consider tuning up cooling equipment by cleaning the condenser coils, evaporator coils, and conducting a refrigerant charge correction to bring unit efficiency back up to the original state. The number of units, unit capacity, and efficiencies were verified on site. The hours of operation are based on the cooling load. The measure cost is the incremental cost per TRM 3.2				
ENERGY COSTS:		Demand =	\$0.00	/kW	Is There a Current Unit:	Yes
		On Peak =	\$0.11433	/kWh	Operational Months:	4
Standard Unit Full Load Hours:		986	Unit Capacity:		5.0	Tons
Number of Units Serviced:		1	/year	Unit EER:		11.0
				Unit SEER:		13.0
Condenser Cleaned:		Yes		Measure Savings Factor:		6.10%
Evaporator Cleaned:		Yes		Measure Savings Factor:		0.22%
Refrigeration Charged:		</=20%		Measure Savings Factor:		0.68%
ENERGY SAVINGS:						
Annual Cooling Savings:		343	kWh/Year			
DEMAND SAVINGS:						
Annual Demand Savings:		0.41	kW			
COST SAVINGS:		Cost Saved =	\$39.22	/Year		
		Total Saved =	\$39.22	/Year		
INCENTIVE:		Incentive =	\$0.00			
		Total Incentive =	\$0.00			
INCREMENTAL COST:				SIMPLE PAYBACK:		
Incremental Cost =		\$175.00	Before Incentive =		4.5	Years
After Incentive =		\$175.00	After Incentive =		4.5	Years

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

COOLER DOOR STRIPS

PROJECT DETAILS:

Consider installing PVC strip-curtains on the insides of the walk-in cooler doors to minimize the cooling losses that occur when the doors are left open. Temperature and size measurements were taking during site visit.

ENERGY COSTS:

\$0.06400 /kWh

General Heating

Infiltration air temp average:

70 °F

Infiltration space humidity:

65 %

Cooled space temp:

20 °F

Cooled space humidity:

41 %

Air Velocity:

10 ft/min

Infiltration Air Enthalpy:

29 Btu/lb

Cooled Air Enthalpy:

6 Btu/lb

Cooled Air Density:

0 lb/ft³

Operating hours:

365

Cooling Efficiency

8.53 watt/BTUH

CURRENT PROPOSED

Door Height:

7.0 7.0 ft

Door Width:

3.5 3.5 ft

Door Area:

25 25 ft²

Gaps

Square Feet of Open Gaps:

25 6 ft²

Average Cooling Load:

25,906 6,477 Btu/Hr

Energy Use - Due to Gaps:

1,109 277 kWhs/year

Total Energy Use

1,109 277 kWh/year

SAVINGS

Fuel Savings Per Door =

831 kWh/year

Number of doors =

1

Total Fuel Saved =

831 kWh/year

Incentive =

\$0.00 kWh saved X \$0.035

Project Cost =

\$250

Annual Savings =

\$53.21

Payback =

4.7 Years

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

Kasson Police Department

19 E Main Street
Kasson, MN 55944

ELECTRIC ENERGY ANALYSIS

June 10th, 2022



Prepared By: Drew McAdory
Frontier Energy
amcadory@frontierenergy.com
(501) 794-7044



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Customer Information

Facility Information:

Business Name: Kasson Police Department
Service Address: 19 E Main Street, Kasson, MN 55944
Account(s): 0001-00
Meter Number: 09-0025
Customer Contact: Nancy Zaworski
Customer Phone #: (507) 634-6321
Customer Email: financedept@cityofkasson.com

Date of Analysis: June 10th, 2022
Date of Report: June 16th, 2022
Annual Energy Usage: 23,332 kWh
Building/Business Type: Police Department

Consultant Contact

Name: Margit Barot
Email: mbarot@frontierenergy.com
Phone: (612) 715-4853

Consulting Firm: Frontier Energy
7935 Stone Creek Drive, Suite 140
Chanhassen, MN 55317
Phone: (952) 767-7455

Executive Summary

On June 10th, 2022, representatives from Frontier Energy, Margit Barot and Drew McAdory conducted a walkthrough of the City of Kasson Police Department to identify opportunities for energy conservation.

During the walkthrough, it was identified that the Police Department has replaced most standard efficiency lighting with LEDs.

An Energy Analysis is the first step toward identifying opportunities to keep operating costs low, remain competitive in the marketplace, and start saving energy and money. This report contains specific recommendations to reduce energy usage, many of which are low or no cost opportunities. Some of these recommendations may qualify for a rebate to help reduce your initial equipment costs and provide a faster payback on your energy investment.

The following is a summary of the top recommendations for the Kasson Police Department to implement:

1. Consider updating the remaining standard efficiency lighting to LEDs.
2. Consider updating to smart power strips in open office cubicles.

The following is a summary of things the Kasson Police Department is doing well:

1. Some lighting has already been converted to LEDs.

Average Price Per Unit Energy:

- \$0.129/kWh

Safety Issues:

- None identified

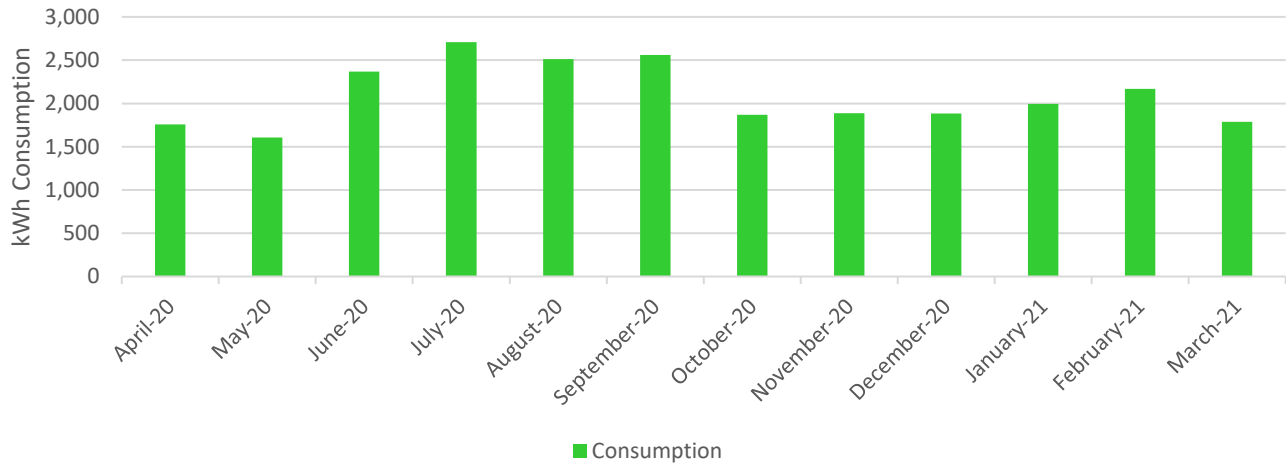
Energy Usage

ELECTRIC ENERGY AND DEMAND SUMMARY

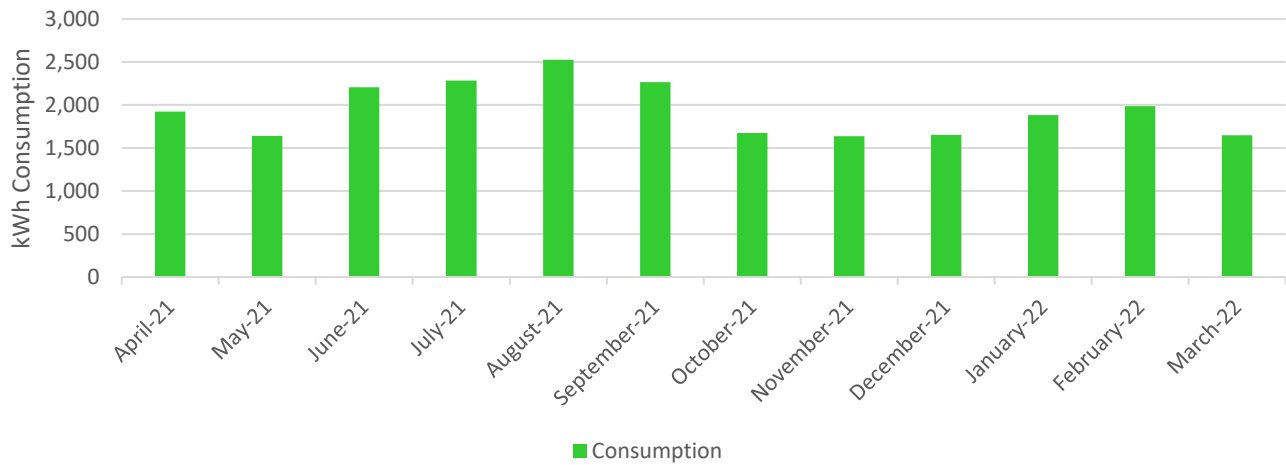
Customer:	Kasson Police Department				
Address:	19 E Main St, Kasson, MN 55944				
ACCOUNT #:	0001-00				
PERIOD:	Apr-20	through		Mar-22	

Month	Billing Days	Total kWh	kWh/Day	Total Cost	\$/kWh
April-20	30	1,756	59	\$213.40	\$0.122
May-20	31	1,608	52	\$197.27	\$0.123
June-20	30	2,368	79	\$318.00	\$0.134
July-20	31	2,707	87	\$360.38	\$0.133
August-20	31	2,514	81	\$336.25	\$0.134
September-20	30	2,559	85	\$341.88	\$0.134
October-20	31	1,870	60	\$225.83	\$0.121
November-20	30	1,889	63	\$227.90	\$0.121
December-20	31	1,882	61	\$227.14	\$0.121
January-21	31	1,995	64	\$241.89	\$0.121
February-21	28	2,169	77	\$261.03	\$0.120
March-21	31	1,786	58	\$218.90	\$0.123
April 2020 - March 2021	365	25,103		\$3,169.87	
AVERAGE	30	2,092	69	\$264.16	\$0.125
April-21	30	1,924	64	\$234.08	\$0.122
May-21	31	1,642	53	\$203.06	\$0.124
June-21	30	2,208	74	\$305.06	\$0.138
July-21	31	2,284	74	\$314.79	\$0.138
August-21	31	2,527	82	\$345.90	\$0.137
September-21	30	2,265	76	\$312.36	\$0.138
October-21	31	1,676	54	\$208.48	\$0.124
November-21	30	1,638	55	\$204.26	\$0.125
December-21	31	1,652	53	\$205.81	\$0.125
January-22	31	1,881	61	\$232.91	\$0.124
February-22	28	1,988	71	\$244.68	\$0.123
March-22	31	1,647	53	\$207.17	\$0.126
April 2021 - March 2022	365	23,332		\$3,018.56	
AVERAGE	30	1,944	64	\$251.55	\$0.129

Electric Consumption April 2020 - March 2021



Electric Consumption April 2021 - March 2022



Summary of Opportunities

The recommendations in this report are based on an analysis of conditions observed at the time of the survey, information provided to the auditors, and costs based on experience on similar projects. Estimated savings are calculated on the basis of research by government agencies, product literature, and engineering associations. Actual savings will depend on several factors including conservation measures implemented, seasonal weather variations, fuel price increases, and specific energy use practices of the facility's occupants and workers. Performance guidelines provided in the report are for informational purposes only and are not to be construed as a design document. This report is written for energy saving purposes only and should not be used for bid specifications. Installation costs are estimates only and the customer is responsible for obtaining quoted prices from vendors and contractors.

Recommendations:

❖ **Replace standard efficiency lighting with LEDs:**

- While on site, it was noted that most of the lighting in the building had been converted to LEDs, however, there were some areas that had not. Consider upgrading the remaining standard efficiency lighting to high efficiency LED lighting. While looking for new lighting, look for DLC or energy star rated lighting options. Installing LED lights is one of the most cost-effective ways to reduce energy usage, as LEDs use about 50% less electricity than traditional fluorescent options. This results in substantial energy cost savings. LEDs typically have an expected lifespan of 30,000-50,000 hours or longer, depending on the quality of the lamp or fixture compared to standard lighting options with 8,000 to 10,000-hour lifespan.



Fluorescent Lights Observed in Breakroom

❖ **Smart Power Strips**

- Consider plugging electronics, such as computer screens and space heaters, into smart power strips as a cost-effective way to reduce energy consumption that results from

electronics in standby mode. Traditional power strips will supply constant power to the electronics, drawing power even when electronics are not being used. Smart Power strips reduce this “phantom load” by shutting down the power supplied to electronics when they go into standby mode



Example of a Smart Power strip

Summary by Payback

ECM #	Description	Annual Cost Saved	Annual kW Saved	Annual kWh Saved	Estimated Project Cost	Simple Payback	% Electric Reduced
1	Efficient Lighting	\$693.92	1.49	6,069	\$4,436.00	6.4	26.0%
Total		\$693.92	\$1.49	6,069	\$4,436.00	6.4	26.0%

Appendix A: Spreadsheets

ENERGY EFFICIENT LIGHTING MEASURES																					
RECOMMENDATION:		It is recommended that the existing fluorescent lights be replaced with LED options. All values presented here are estimates based on information provided at the time. These values are not to be taken as fact. Proof of installation is needed for rebates to be issued.																			
OTHER COMMENTS:		Other comments:																			
		Demand: \$0.00 per kW Energy: \$0.11433 per kWh						Analysis Type: Rebate Estimate				TRM Version: 3.2									
		Existing System						Proposed System								Energy Savings					
AREA DESCRIPTION:	Construction Type	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Hours of Operation /yr.	Peak kW Reduced	Annual kWh Reduced	Annual Energy Savings	Rebate	Cost	Payback (years)	
Breakroom	Retrofit without Ballast	T8_Lighting	F17T8 2' 17W	1	2	17	30	LED	1x2 Wrap	1	1	15	15	4,439	0.01	66	\$7.57	\$0.00	\$141.50		
Breakroom	Retrofit without Ballast	CFL	Compact 15	5	1	15	15	LED	Can	5	1	10	10	4,439	0.03	111	\$12.69	\$0.00	\$631.00		
Offices	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	6	3	32	84	LED	2x4 Panel	6	1	35	35	4,439	0.30	1,318	\$150.67	\$0.00	\$507.00		
Offices	Retrofit without Ballast	CFL	Compact 13	1	1	13	13	LED	Can	1	1	10	10	4,439	0.00	13	\$1.52	\$0.00	\$126.20		
Open Office Area	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	4	1	32	28	LED	4 ft Undercab	4	1	16	16	4,439	0.05	216	\$24.69	\$0.00	\$504.56		
Open Office Area	Retrofit without Ballast	T12_Lighting	F15T12 1.5' 15W	3	1	15	22	LED	1 ft Undercab	3	1	10	10	4,439	0.03	153	\$17.51	\$0.00	\$378.42		
Offices	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	4	3	32	84	LED	2x4 Panel	4	1	35	35	4,439	0.20	879	\$100.45	\$0.00	\$338.00		
Storage	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	4	2	32	56	LED	4 ft Strip	4	1	25	25	156	0.13	20	\$2.23	\$0.00	\$354.56		
Garage	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	6	4	32	113	LED	8 ft Strip	6	1	40	40	4,439	0.44	1,935	\$221.20	\$0.00	\$683.46		
Interrogation	Retrofit without Ballast	T8_Lighting	F32T8 4' 32W	2	3	32	84	LED	2x4 Panel	2	1	35	35	4,439	0.10	439	\$50.22	\$0.00	\$169.00		
															1.28	5,150	\$588.76	\$0.00	\$3,833.70	6.51	

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

ENERGY EFFICIENT LIGHTING MEASURES																				
RECOMMENDATION:		It is recommended that the existing HID and fluorescent lights be replaced with LED options. All values presented here are estimates based on information provided at the time. These values are not to be taken as fact. Proof of installation is needed for rebates to be issued.																		
		OTHER COMMENTS: Other comments:																		
		Demand: \$0.00 per kW Energy: \$0.11433 per kWh						Analysis Type: Rebate Estimate				TRM Version: 3.2								
		Existing System						Proposed System							Energy Savings					
AREA DESCRIPTION:	Construction Type	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Lighting Type	Lighting Size	# of Fixtures	Lamps/ Fixture	Watts/ Lamp	Fixture Watt	Hours of Operation /yr.	Peak kW Reduced	Annual kWh Reduced	Annual Energy Savings	Rebate	Cost	Payback (years)
Exterior	Retrofit without Ballast	Metal_Halide	MH150	1	1	150	185	LED	Barn Light	1	1	50	50	4,380	0.14	591	\$67.61	\$0.00	\$174.95	
Exterior	Retrofit without Ballast	Metal_Halide	MH70	1	1	70	93	LED	Wallpack Fixture	1	1	24	24	4,380	0.07	302	\$34.55	\$0.00	\$174.95	
Exterior	Retrofit without Ballast	CFL	Compact 13	2	1	13	13	LED	Square Can	2	1	10	10	4,380	0.01	26	\$3.00	\$0.00	\$252.40	
															0.21	920	\$105.16	\$0.00	\$602.30	5.73

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Kasson Public Library

607 1st St NW

Kasson, MN 55944

ELECTRIC ENERGY ANALYSIS

June 10th, 2022



Prepared By: Drew McAdory

Frontier Energy

amcadory@FrontierEnergy.com

(501) 794-7044



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Customer Information

Facility Information:

Business Name: Kasson Public Library
Service Address: 607 1st St NW, Kasson, MN 55944
Account(s): 2787-00
Meter Number: 09-2787
Customer Contact: Nancy Zaworski
Customer Phone #: (507) 634-6321
Customer Email: financedept@cityofkasson.com

Date of Analysis: June 10th, 2022
Date of Report: June 20th, 2022
Annual Energy Usage: 69,939 kWh
Peak Energy Demand: 21 kW
Building/Business Type: Library

Consultant Contact

Name: Margit Barot
Email: mbarot@FrontierEnergy.com
Phone: (612) 715-4853

Consulting Firm: Frontier Energy
7935 Stone Creek Drive, Suite 140
Chanhassen, MN 55317
Phone: (952) 767-7455

Executive Summary

On June 10th, 2022, representatives from Frontier Energy, Margit Barot and Drew McAdory conducted a walkthrough of the City of Kasson Public Library to identify opportunities for energy conservation.

During the walkthrough, it was identified that the library has replaced all standard efficiency lighting with LEDs.

An Energy Analysis is the first step toward identifying opportunities to keep operating costs low, remain competitive in the marketplace, and start saving energy and money. This report contains specific recommendations to reduce energy usage, many of which are low or no cost opportunities. Some of these recommendations may qualify for a rebate to help reduce your initial equipment costs and provide a faster payback on your energy investment.

The following is a summary of the top recommendations for the Kasson Public Library to implement:

1. Consider a tune up on AC units.

The following is a summary of things the Kasson Public Library is doing well:

1. All lighting has been converted to LEDs.

Average Price Per Unit Energy:

- \$0.120/kWh

Safety Issues:

- None identified

Energy Usage

ELECTRIC ENERGY AND DEMAND SUMMARY

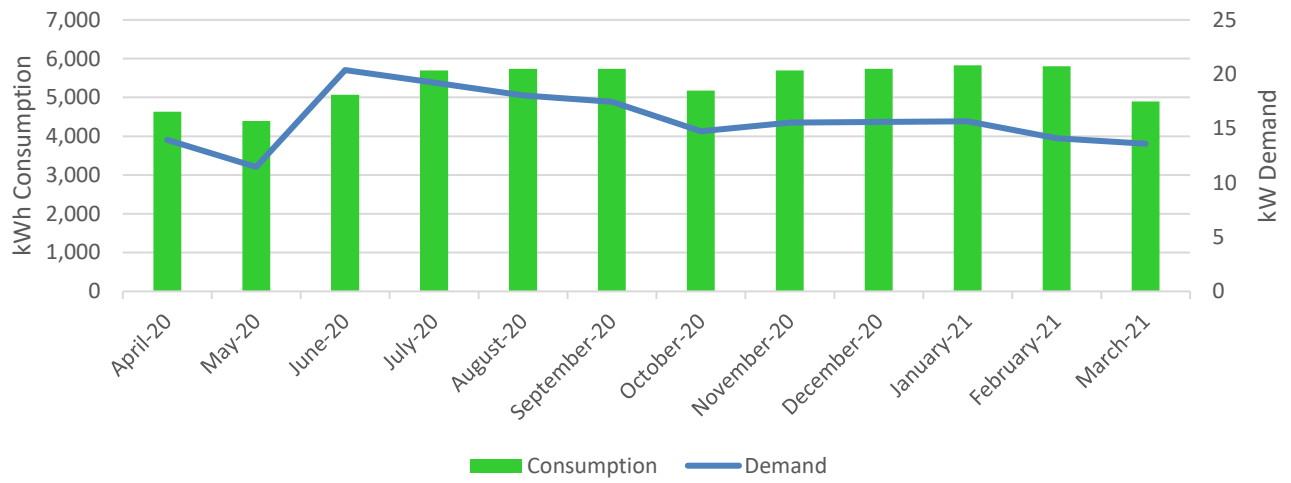
Customer: Kasson Public Library
Address: 607 1st St NW, Kasson, MN 55944

ACCOUNT #: 2787-00

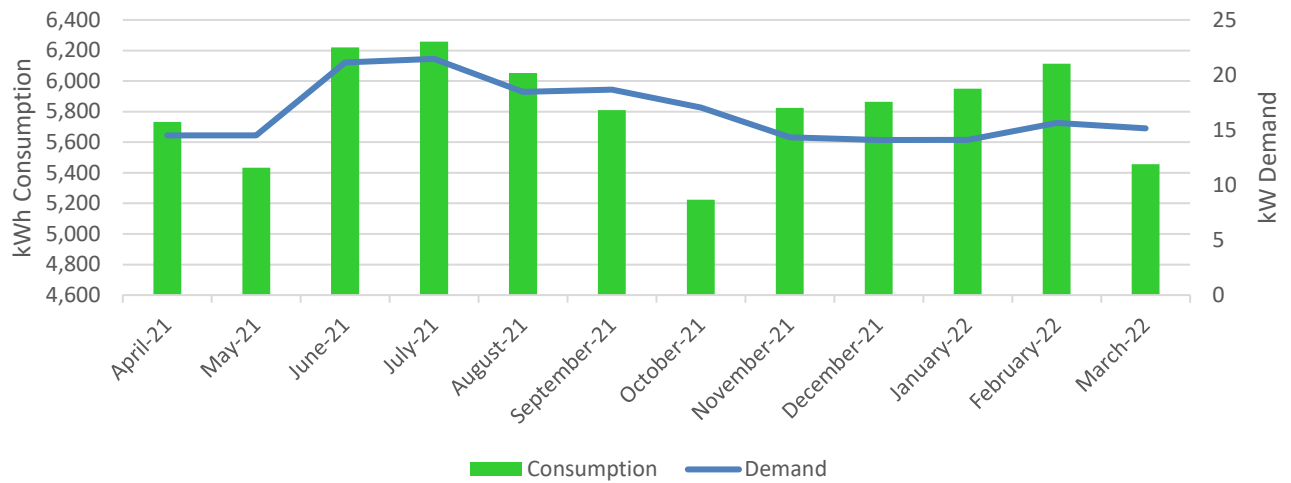
PERIOD: Apr-20 through Mar-22

Month	Billing Days	Measured Demand	Total kWh	kWh/Day	Total Cost	\$/kWh	Load Factor
April-20	30	13.96	4,630	154	\$526.67	\$0.114	46%
May-20	31	11.46	4,391	142	\$500.62	\$0.114	51%
June-20	30	20.38	5,067	169	\$655.38	\$0.129	35%
July-20	31	19.22	5,698	184	\$734.25	\$0.129	40%
August-20	31	18.05	5,742	185	\$739.75	\$0.129	43%
September-20	30	17.45	5,736	191	\$739.00	\$0.129	46%
October-20	31	14.74	5,174	167	\$585.97	\$0.113	47%
November-20	30	15.54	5,695	190	\$642.76	\$0.113	51%
December-20	31	15.61	5,740	185	\$647.66	\$0.113	49%
January-21	31	15.65	5,829	188	\$663.63	\$0.114	50%
February-21	28	14.1	5,802	207	\$660.66	\$0.114	61%
March-21	31	13.61	4,900	158	\$561.44	\$0.115	48%
April 2020 - March 2021	365	20	64,404		\$7,657.79		
AVERAGE	30	16	5,367	177	\$638.15	\$0.119	47%
April-21	30	14.52	5,732	191	\$652.96	\$0.114	55%
May-21	31	14.52	5,434	175	\$620.18	\$0.114	50%
June-21	30	21.13	6,220	207	\$818.60	\$0.132	41%
July-21	31	21.46	6,258	202	\$823.46	\$0.132	39%
August-21	31	18.47	6,052	195	\$797.10	\$0.132	44%
September-21	30	18.67	5,809	194	\$765.99	\$0.132	43%
October-21	31	17.04	5,224	169	\$602.30	\$0.115	41%
November-21	30	14.32	5,824	194	\$668.90	\$0.115	56%
December-21	31	14.09	5,864	189	\$673.64	\$0.115	56%
January-22	31	14.1	5,951	192	\$680.61	\$0.114	57%
February-22	28	15.65	6,114	218	\$698.54	\$0.114	58%
March-22	31	15.15	5,457	176	\$626.27	\$0.115	48%
April 2021 - March 2022	365	21	69,939		\$8,428.55		
AVERAGE	30	17	5,828	192	\$702.38	\$0.120	49%

Electric Consumption and Demand April 2020 - March 2021



Electric Consumption and Demand April 2021 - March 2022



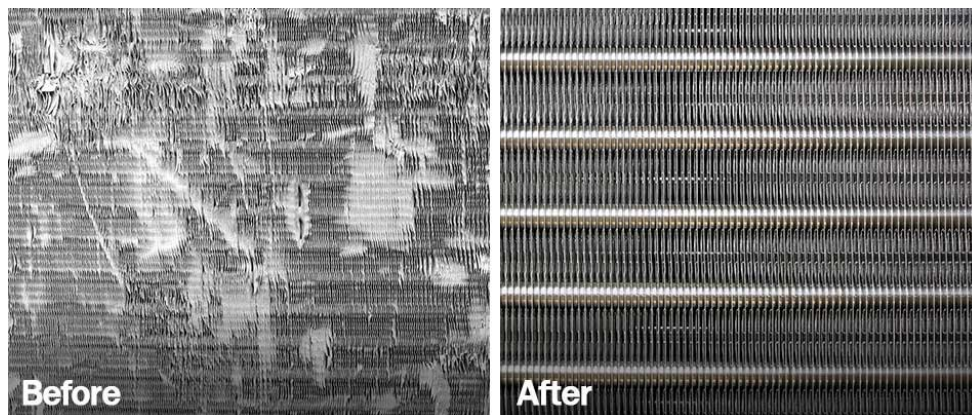
Summary of Opportunities

The recommendations in this report are based on an analysis of conditions observed at the time of the survey, information provided to the auditors, and costs based on experience on similar projects. Estimated savings are calculated on the basis of research by government agencies, product literature, and engineering associations. Actual savings will depend on several factors including conservation measures implemented, seasonal weather variations, fuel price increases, and specific energy use practices of the facility's occupants and workers. Performance guidelines provided in the report are for informational purposes only and are not to be construed as a design document. This report is written for energy saving purposes only and should not be used for bid specifications. Installation costs are estimates only and the customer is responsible for obtaining quoted prices from vendors and contractors.

Recommendations:

❖ **Tune-up on existing AC units:**

- Consider a tune-up on existing AC units. Over time, AC unit components can build up dirt and debris, and refrigerant can leak out of the system. Tune-up air conditioners using any or all of the procedures outlined, including a condenser coil cleaning, evaporator cleaning, and refrigerant charge correction.



Example of a condensing coil before and after cleaning

Summary by Payback

ECM #	Description	Annual Cost Saved	Annual kW Saved	Annual kWh Saved	Estimated Project Cost	Simple Payback	% Electric Reduced
1	5-Ton AC Tune-Up	\$69.53	0.82	450	\$175.00	2.5	0.6%
2	1.4 Ton AC Tune-Up	\$15.62	0.20	93	\$49.88	3.2	0.1%
3	3-Ton AC Tune-Up	\$20.86	0.25	135	\$105.00	5.0	0.2%
4	2-Ton AC Tune-Up	\$13.91	0.16	90	\$70.00	5.0	0.1%
Total		\$120	1	768	\$400	3.3	1.1%

Appendix A: Spreadsheets

COOLING EQUIPMENT MAINTENANCE						
PROJECT DETAILS:		Consider tuning up cooling equipment by cleaning the condenser coils, evaporator coils, and conducting a refrigerant charge correction to bring unit efficiency back up to the original state. The number of units, unit capacity, and efficiencies were verified on site. The hours of operation are based on the cooling load. The measure cost is the incremental cost per TRM 3.2.				
ENERGY COSTS:		Demand =	\$12.40	/kW	Is There a Current Unit:	Yes
		On Peak =	\$0.06400	/kWh	Operational Months:	4
Standard Unit Full Load Hours:		647	Unit Capacity:		5.0	Tons
Number of Units Serviced:		2	/year	Unit EER:		11.0
				Unit SEER:		13.0
Condenser Cleaned:		Yes		Measure Savings Factor:		6.10%
Evaporator Cleaned:		Yes		Measure Savings Factor:		0.22%
Refrigeration Charged:		</=20%		Measure Savings Factor:		0.68%
ENERGY SAVINGS:						
Annual Cooling Savings:		450	kWh/Year			
DEMAND SAVINGS:						
Annual Demand Savings:		0.82	kW			
COST SAVINGS:		Cost Saved =	\$69.53	/Year		
		Total Saved =	\$69.53	/Year		
INCENTIVE:		Incentive =	\$0.00			
		Total Incentive =	\$0.00			
INCREMENTAL COST:		SIMPLE PAYBACK:				
Incremental Cost =		\$175.00	Before Incentive =		2.5	Years
After Incentive =		\$175.00	After Incentive =		2.5	Years

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

COOLING EQUIPMENT MAINTENANCE				
PROJECT DETAILS:		Consider tuning up cooling equipment by cleaning the condenser coils, evaporator coils, and conducting a refrigerant charge correction to bring unit efficiency back up to the original state. The number of units, unit capacity, and efficiencies were verified on site. The hours of operation are based on the cooling load. The measure cost is the incremental cost per TRM 3.2.		
ENERGY COSTS:	Demand =	\$12.40 /kW	Is There a Current Unit:	Yes
	On Peak =	\$0.06400 /kWh	Operational Months:	4
Standard Unit Full Load Hours:	647	Unit Capacity:	1.4	Tons
Number of Units Serviced:	2 /year	Unit EER:	13.2	
		Unit SEER:	18.0	
Condenser Cleaned:	Yes	Measure Savings Factor:	6.10%	
Evaporator Cleaned:	Yes	Measure Savings Factor:	0.22%	
Refrigeration Charged:	</=20%	Measure Savings Factor:	0.68%	
ENERGY SAVINGS:				
Annual Cooling Savings:	93 kWh/Year			
DEMAND SAVINGS:				
Annual Demand Savings:	0.20 kW			
COST SAVINGS:	Cost Saved =	\$15.62 /Year		
	Total Saved =	\$15.62 /Year		
INCENTIVE:	Incentive =	\$0.00		
	Total Incentive =	\$0.00		
INCREMENTAL COST:		SIMPLE PAYBACK:		
Incremental Cost =	\$49.88	Before Incentive =	3.2	Years
After Incentive =	\$49.88	After Incentive =	3.2	Years

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

COOLING EQUIPMENT MAINTENANCE					
PROJECT DETAILS:		Consider tuning up cooling equipment by cleaning the condenser coils, evaporator coils, and conducting a refrigerant charge correction to bring unit efficiency back up to the original state. The number of units, unit capacity, and efficiencies were verified on site. The hours of operation are based on the cooling load. The measure cost is the incremental cost per TRM 3.2.			
ENERGY COSTS:	Demand =	\$12.40	/kW	Is There a Current Unit:	Yes
	On Peak =	\$0.06400	/kWh	Operational Months:	4
Standard Unit Full Load Hours:	647	Unit Capacity:	3.0	Tons	
Number of Units Serviced:	1	/year	Unit EER:	11.0	
			Unit SEER:	13.0	
Condenser Cleaned:	Yes	Measure Savings Factor:	6.10%		
Evaporator Cleaned:	Yes	Measure Savings Factor:	0.22%		
Refrigeration Charged:	</=20%	Measure Savings Factor:	0.68%		
ENERGY SAVINGS:					
Annual Cooling Savings:	135	kWh/Year			
DEMAND SAVINGS:					
Annual Demand Savings:	0.25	kW			
COST SAVINGS:					
	Cost Saved =	\$20.86	/Year		
	Total Saved =	\$20.86	/Year		
INCENTIVE:					
	Incentive =	\$0.00			
	Total Incentive =	\$0.00			
INCREMENTAL COST:					
Incremental Cost =	\$105.00	Before Incentive =	5.0	Years	
After Incentive =	\$105.00	After Incentive =	5.0	Years	
SIMPLE PAYBACK:					

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.

COOLING EQUIPMENT MAINTENANCE									
PROJECT DETAILS:		Consider tuning up cooling equipment by cleaning the condenser coils, evaporator coils, and conducting a refrigerant charge correction to bring unit efficiency back up to the original state. The number of units, unit capacity, and efficiencies were verified on site. The hours of operation are based on the cooling load. The measure cost is the incremental cost per TRM 3.2.							
ENERGY COSTS:		Demand =		\$12.40	/kW	Is There a Current Unit:		Yes	
		On Peak =		\$0.06400	/kWh	Operational Months:		4	
Standard Unit Full Load Hours:				647		Unit Capacity:		2.0 Tons	
Number of Units Serviced:				1	/year	Unit EER:		11.0	
						Unit SEER:		13.0	
Condenser Cleaned:				Yes		Measure Savings Factor:		6.10%	
Evaporator Cleaned:				Yes		Measure Savings Factor:		0.22%	
Refrigeration Charged:				</=20%		Measure Savings Factor:		0.68%	
ENERGY SAVINGS:									
Annual Cooling Savings:				90	kWh/Year				
DEMAND SAVINGS:									
Annual Demand Savings:				0.16	kW				
COST SAVINGS:		Cost Saved =				\$13.91		/Year	
		Total Saved =				\$13.91		/Year	
INCENTIVE:		Incentive =				\$0.00			
		Total Incentive =				\$0.00			
INCREMENTAL COST:						SIMPLE PAYBACK:			
Incremental Cost =				\$70.00		Before Incentive =		5.0 Years	
After Incentive =				\$70.00		After Incentive =		5.0 Years	

Disclaimer: All values are estimates based on information provided at the time. These values are not to be taken as fact and proof of installation is needed for rebates to be issued.



VERSACOURT TILE INSTALLATION INSTRUCTIONS



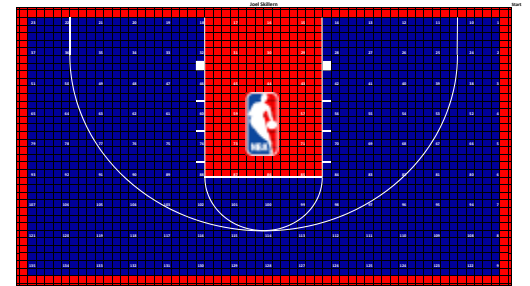
INTRODUCTION

CONGRATULATIONS ON YOUR NEW VERSACOURT

Thank you for purchasing your VersaCourt tile system. VersaCourt is a suspended tile surface attached together with a special latching mechanism that snaps together easily. To ensure a trouble-free installation, certain guidelines must be followed

THE VERSACOURT DIY DIFFERENCE

Your custom court was fully assembled in our warehouse and all requested lines and logos were pre-painted by our team of professionals in a controlled environment to ensure accuracy and longevity. We then numbered each section, disassembled your court, and packed the tiles according to your numbered diagram. This process makes your VersaCourt DIY installation simple. However, if you have questions or need assistance during the assembly of your court please call us at 800-540-4899.



THINGS TO KNOW

ABOUT VERSACOURT TILES:

A VersaCourt game court is made up of tiles, each measuring 10.03" square. These tiles are connected by a simple, but precise interlocking mechanism. The picture shows the hook side and the receiver sides of the tile. (See image 1)

EXPANSION:

VersaCourt tile is a polypropylene plastic floor, which expands and contracts with temperature changes. A 100' floor can expand 2" on both sides lengthwise when the weather warms up to 100°F (37°C). For this reason, it is important that the tile be trimmed at least 1/2" from any stationary object such as a goal post or fence post. Tips on trimming your tile are outlined on Page 5. (See image 2)

SUBSURFACE PREPARATION:

It is important that the surface of the substructure enables the VersaCourt to expand and contract. Asphalt, being oil based and rough, is inherently slippery and makes a very good subsurface, as well as a rough (medium broom) cement finish. If the tiles expand without being able to slide, it will start to buckle in various portions of your court.

VersaCourt can be laid over structural cracks (no wider than 1/2") in the subsurface. Sharp cracks should be faceted or rounded so that the ball bounce is consistent and the tiles don't "catch" when the floor expands and contracts. (See image 3)

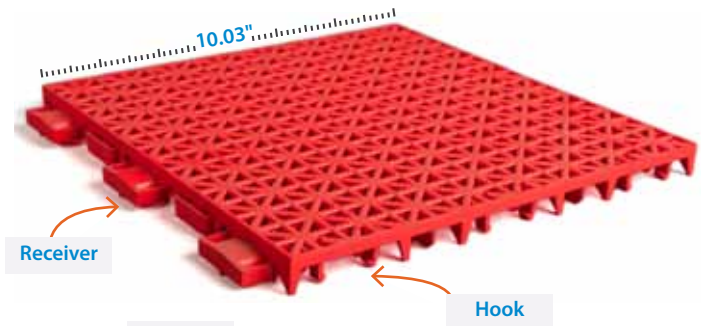


Image 1



Image 2



Image 3

INSTALLATION

BEFORE YOU BEGIN:

STEP 1

Review your packing slip and verify all materials are included and have not incurred any damage during shipping. (See Image 1)

STEP 2

Review your custom, numbered court layout document found in your VersaCourt Installation Packet. (See Image 2)

STEP 3

Confirm your base is ready for court tile installation and relocate your pallets to the install site.

STEP 4

Unpack your tile pallets, remove and discard the plastic and cardboard wraps. (See Image 3)

STEP 5

We recommend you watch our 15 minute installation video before beginning your project. This video thoroughly illustrates all steps outlined in this instruction manual.

<https://www.youtube.com/watch?v=qqwBezft91E>



Image 1

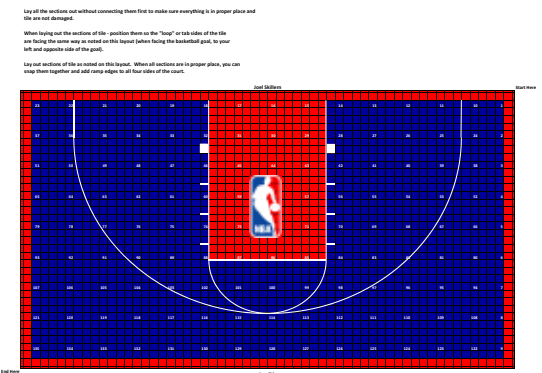


Image 2



To watch our installation video on your mobile device, simply scan the QR code now.



Image 3

INSTALLING YOUR TILE

STEP 1

The easiest way to install VersaCourt tile is to start in one corner with the hook end of the tiles facing to the right and down; or in a more basic description "pointing towards the corner". Locate Panel #1 on your diagram and find panel #1 of your tile and simply lay the tile into place. (See Image 1)

Do not snap your tile together on this step. Lay each panel of tile next to each other until your court is fully laid out. You will snap your tiles together in Step 4.

STEP 2:

Locate Panel #2 and lay into place, continuing in numerical order moving across your diagram until all panels are in place.

STEP 3:

Step back and visually inspect to ensure sure your sections are in their proper place. Make sure the basketball lane lines up with your goal, as well with any tennis lines, logos and other lines matching your diagram, etc.

STEP 4:

Snap your tiles together. Starting with #1 and move across your court in the same order you laid the tiles down. By gently stepping on the seams, starting at one corner, the hook ends are pressed into the receiver end for a strong hold. (See Image 2)

DO NOT USE EXCESSIVE FORCE! THIS WILL CAUSE DAMAGE TO THE VERSACOURT TILES.

STEP 5: FOR COURTS 30' X 30' AND SMALLER ONLY

Secure one edge of your basketball court. See Page 6 for instructions on Anchoring Tile To Subsurface.

STEP 6:

Install your ramps and corner pieces. You will have 2 types of ramps, a receiver end and hook end, and 4 corner pieces. (See Image 4)

STEP 7:

Remove all the numbered stickers and enjoy your new VersaCourt!



Image 1



Image 2



Image 3

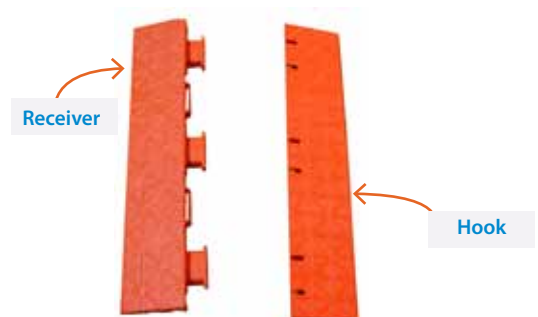


Image 4

TRIMMING TILE

TRIMMING TO FIT:

Trimming the tiles to fit along an edge or to go around an obstacle may be necessary in order to fit properly. If this is necessary for your installation there are several options available for cutting the tile.

The tile can be trimmed using a table saw as shown in image 1.

The tile can be trimmed with a hand-held circular saw as shown in image 2. You will need to use a fine tooth blade to keep the saw from chipping the tile. This method works well if you have several tiles that need to be trimmed to the same length.

Another method for trimming tile is a sharp razor knife or box knife as shown in image 3.

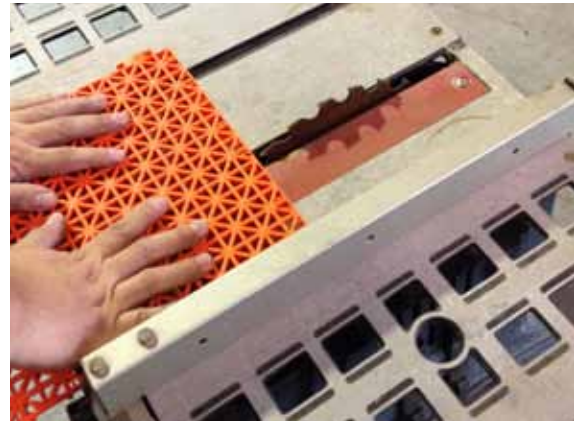


Image 1



Image 2

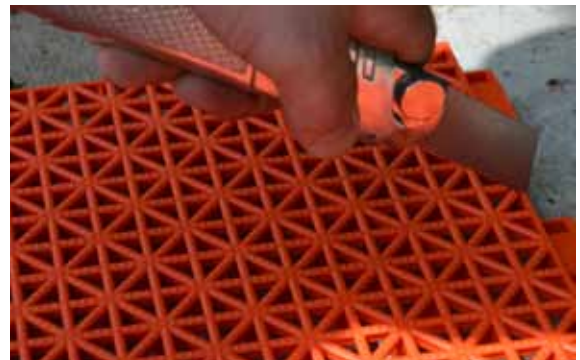


Image 3

ANCHORING TILE

ANCHORING TILE TO SUBSURFACE:

Courts which are smaller in size (typically 30' x 30' or less) and see a lot of activity may be susceptible to shifting. It is generally more noticeable on basketball courts. The tiles tend to shift towards the goal, which is caused by continuously running and stopping toward the goal.

Tools required

- Power Drill - Hammer drill preferred, used for drilling the holes in the concrete and installing the concrete screws in place.
- Concrete screws - Tapcon, 3/16" x 1 3/4", countersink head. The box of screws typically comes with the necessary masonry drill bit.

STEP 1:

Position the court tiles on the concrete slab so that the court is properly located with respect to the goal and the edges of the court. You will only anchor ONE SIDE of your court (the side OPPOSITE the basketball goal).

STEP 2:

Using a hammer drill, drill a hole within the center (or middle) locking tab, every other tile along only ONE side of your court (side opposite the basketball goal). Transition ramps will cover these screws. (See image 1)

NOTE: DO NOT SECURE ADDITIONAL SIDES OF YOUR COURT WITHOUT FIRST CHECKING WITH VERSACOURT. THEY CAN ADVISE ON WHAT IS BEST FOR YOUR PARTICULAR APPLICATION.

STEP 3:

Install the Tapcon anchoring screws. Make sure not to over tighten the screws. (See image 2)

STEP 4:

Install ramps as noted in STEP 6 on PAGE 2 of "INSTALLING YOUR TILE". (See image 3)

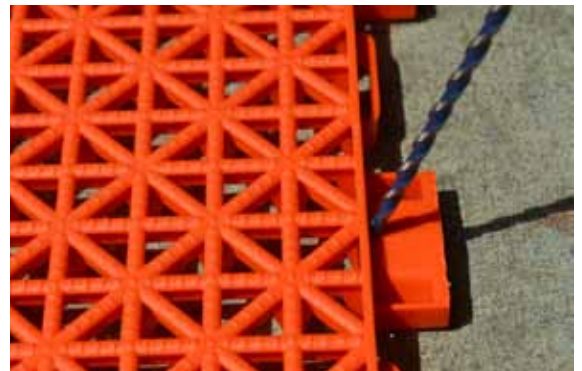


Image 1

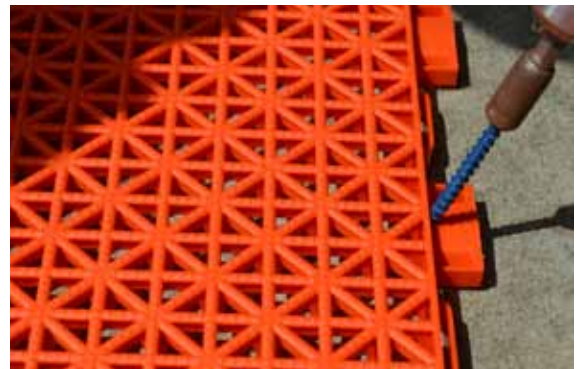


Image 2

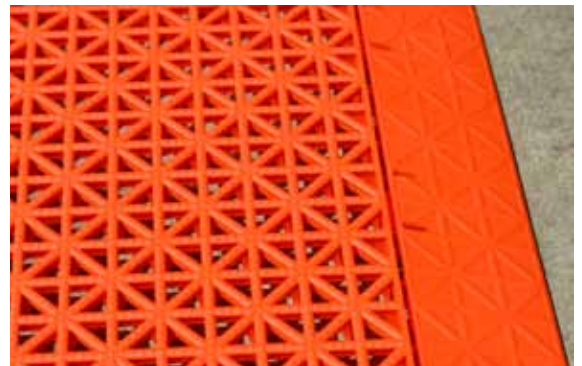


Image 3



CARE AND MAINTENANCE

REPLACING TILES:

Tiles are replaced in a matter of seconds. Insert a hook or screwdriver into a hole closest to the corner of the tile which does not have receivers and pull up.

MAINTENANCE CLEANING:

VersaCourt tile can be cleaned in a variety of ways. If it is an outdoor application, leaves, sticks, and trash can build up on the surface. A leaf blower can be used to remove most debris. If the tile surface is dusty or dirty then a power washer can be used – be sure to set it on a low-pressure setting and do not directly spray the painted lines.

Over time dirt, leaves, rocks and other debris may accumulate under the tile. If this does occur to the point where the tile is full, unsnap the tiles in large sections and slide the tile out of the way to clean the subsurface.

FOR MORE INFORMATION

You have now completed the installation process for your VersaCourt. If you would like to submit a picture of your finished project email photos to info@versacourt.com

If you encounter any issues during your installation process, feel free to call VersaCourt at 800-540-4899 for advice. We thank you for choosing VersaCourt as your preferred court tile provider. We are confident that you will enjoy many years of fun on your new VersaCourt!

This installation manual is provided for informational purposes only to give the consumer basic understanding of the installation process for VersaCourt products. The following procedures are in accordance with VersaCourt tile installations. VersaCourt makes no warranty as to, and bears no liability for, the content or use of this installation manual. VersaCourt will not be held liable for any "self-installed" court systems. For self-installed court systems, owner assumes all responsibility and liability. VersaCourt representatives will, however, remain available for any questions you may have during your installation.

From: [Tim Ibisch](#)
To: [Ron Unger](#); [Charlie Bradford](#); [Ryan Christensen](#)
Subject: FW: VersaCourt
Date: Monday, September 12, 2022 2:24:00 PM
Attachments: [3 VC 101.pdf](#)
[3 VC Catalog Digital Jan 2022.pdf](#)
[4 VC Install Instructions.pdf](#)

From: Jimmy Walker <jimmy.walker@versacourt.com>
Sent: Monday, September 12, 2022 2:20 PM
To: Tim Ibisch <cityadministrator@cityofkasson.com>
Subject: VersaCourt

Hello Timothy,

It looks like you are a member of Sourcewell! This will be excellent to satisfy your procurement process

Game Outdoor Tiles
Slab Size: 110'0" x 116'0"
Court Size: 109'3" x 115'2"
Pickleball lines
Tennis lines
\$64,232 before shipping

Pickleball performs best when there is a concrete subsurface underneath

Pay at your own pace

With Affirm, you can choose the monthly payments you like best—with no late fees or surprises.

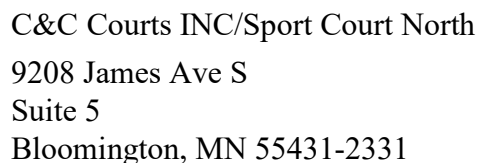
Ask me about Affirm financing.



Have A Great Day!

Jimmy Walker | Inside Sales Manager
c: 762-201-0003 | o: 800-540-4899





Date	Estimate #
9/28/2022	2022-711

Name / Address
City of Kasson

Ship To
201 Seventh St NW Kasson, MN

		Rep	Project
		AS	Veteran Memorial P...
Description	Qty	Rate	Total
Approx 120'-1" x 110'-4" 2 Outdoor Tennis Courts			
Site Work to repair existing cracks and apply black surface coating.	1	16,100.00	16,100.00
Sport Court Suspended Sports Surface. SportGame PB. Colors: TBD (2 colors included - quantity will be confirmed once design is finalized). Price per box.	403	225.34201	90,812.83
Painting of Sports Lines. (4) Pickleball Courts. Color: TBD. (1) Tennis Court. Color: TBD.	1	2,700.00	2,700.00
Installation Fee/Labor	1	6,630.00	6,630.00
Shipping charges/Freight	1	4,860.00	4,860.00
Existing equipment to remain			
	Signature		
<u>Pricing is valid for 60 days - unless otherwise noted</u> <u>Assuming easy access to site</u>		Total \$121,102.83	

From: [T Renda](#)
To: [Tim Ibisch](#)
Cc: [Clifford Rowley](#)
Subject: Re: Ibisch / Tennis/Sports Court - Kasson, MN
Date: Tuesday, September 13, 2022 9:10:55 PM

The price of the court including shipping is \$49,440.00... please let us know if you would like to move forward.. Thanks.



You dream it.. We build it!

Ted S. Renda, J.D.

Founder/ Director of Sales

Cell: 617-480-1637

Main: 877.937.4360

NH: 603.328.8844

FLA: 239.309.0443

Web: 360sportsscapes.com

Social: [Facebook](#) / [Twitter](#) / [Instagram](#) / [Google](#) / [Houzz](#) / [Pinterest](#)

From: T Renda <trenda@360sportssystems.com>
Sent: Tuesday, September 13, 2022 4:44:01 PM
To: Tim Ibisch <cityadministrator@cityofkasson.com>
Cc: Clifford Rowley <crowley@360sportssystems.com>
Subject: Re: Ibisch / Tennis/Sports Court - Kasson, MN

Hi Tim.. Will figure out a ballpark cost on the court and the shipping and send it over to you...
Thanks for your interest in 360 SportScapes.



You dream it.. We build it!

Ted S. Renda, J.D.

Founder/ Director of Sales

Cell: 617-480-1637

Main: 877.937.4360

NH: 603.328.8844

FLA: 239.309.0443

Web: 360sportsscapes.com

Social: [Facebook](#) / [Twitter](#) / [Instagram](#) / [Google](#) / [Houzz](#) / [Pinterest](#)

From: Tim Ibisch <cityadministrator@cityofkasson.com>

Sent: Tuesday, September 13, 2022 2:58 PM

To: Clifford Rowley <crowley@360sportssystems.com>

Cc: T Renda <trenda@360sportssystems.com>

Subject: RE: Ibisch / Tennis/Sports Court - Kasson, MN

Thanks very much, this is an overhead shot of the tennis courts from the GIS. I've attached the stats as well.

Slab Size: 110'0" x 116'0"

Court Size: 109'3" x 115'2"

Pickleball lines

Tennis lines



From: Clifford Rowley <crowley@360sportssystems.com>

Sent: Tuesday, September 13, 2022 12:15 PM

To: Tim Ibisch <cityadministrator@cityofkasson.com>

Cc: T Renda <trenda@360sportssystems.com>

Subject: Ibisch / Tennis/Sports Court - Kasson, MN

Timothy,

Thank you for your email and for reaching out to us. Please send us over some pictures of the area you are looking to upgrade with a sports court. Our team will review your project and let you know pricing and next best steps.

We look forward to bringing your vision to life.

Regards,
Clifford Rowley
Chief Operating Officer
360 SportScapes



You Dream It. We Build It.

Call/Text: 646.529.5945
Email: crowley@360sportssystems.com
Main: 877.937.4360
Web: 360SportsSystems.com / 360SportScapes.com
Social: [Facebook](#) / [Twitter](#) / [Instagram](#) / [Houzz](#) / [Pinterest](#) / [Google](#)

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To: City Council
Date: 10/12/2022

Agenda Heading: City Administrator's Report

“The trees are in their autumn beauty, The woodland paths are dry,
Under the October twilight the water Mirrors a still sky.” - **William Yeats**

- **EMS Updates.** Quite a meeting, the group discussed a number of issues including the Fire Hall project, stepping up rental housing inspection enforcement, and the Police Department policy on loose dogs in the community. I have included the City Code sections on these topics in the packet tonight for your review. The EMS is asking for additional discussion and consideration of these items by the City Council. Overall, I think having a thorough review of these topics is warranted so that I can provide the proper direction to staff.
- **Tennis Court replacement.** In 2022 the courts were closed due to the safety hazards. I've included information regarding the options that I am following up on. As you can see the costs range greatly. It all depends on how much of the work we do ourselves. With Ron's departure, I expect to take a more involved role in the park and recreation planning until we have a new employee. 2 projects that I've identified are this tennis court project and redoing the tot lot park. Right now it is not in very good condition. The information included in your packet indicates that the courts could be finished for approximately \$120k. I think we should see how the budget goes and make a call in December. Park and Rec will be seeing these numbers this month as well.
- **Historical School Project.** Recently staff met with Paul Warshauer for an update on this project. He indicated that the lawsuit has been thrown out. While that is good news, the State didn't reauthorize historical tax credits and that puts a damper on his hopes to move forward soon. He holds an option on it until April 2023. Ian is following up with Rethos to see if they have any connections or knowledge of programs that might be helpful. We expect their report later this month.
- **New Jobs Postings.** The new job descriptions were emailed out to Council last week. Right now, we have openings at the Library and in Finance, Parks/Streets, the Aquatic Center Manager, and Water/WasteWater Lead. I reviewed the Library Director position last night with the Library Board and they have previously met with SELCO. The other positions will be open through this month and hopefully we can fill them before the end of the year. We still have one more tranche of senior staff retirements coming, I expect turnover of 3-5 over the next 2 years.

- **Congressman Finstad Listening Tour.** Rep. Finstad is scheduled to be here on Oct. 13 as a part of a listening tour. We will be discussing our infrastructure project and I've invited business and civic leaders from some of the other communities in our area. I've included the schedule in the packet. Council is certainly welcome to attend and we will provide a light lunch. One additional topic of discussion will be the Medicare reimbursement rates. Angie Jarrett from DC Ambulance will be here to discuss that issue.
- **SEMLM Meeting.** I wasn't able to attend but they discussed some very interesting topics. Ian and Dan Egger represented Kasson. Fire departments from all over southeast Minnesota met at the Pine Island American Legion. The Southeast Minnesota League of Municipalities was hoping to gather important input from these departments to bring to legislators. Fire chiefs from departments including Rochester, Austin, Owatonna and Chatfield addressed some of the struggles they are facing, such as recruitment and retention. Recruiting is a struggle across the board right now for full-time, part-time and on-call volunteer firefighters. Pine Island Mayor David Friese noted that the traditional method of recruitment was not working for them so the department started an Explorer Firefighter program, an idea they got from departments in the Twin Cities. The explorer program prepares Pine Island High School students for the trades, whether it be construction or the fire service.

Rochester Fire Chief Eric Kerska has been with the department for 29 years. When he applied to RFD, he said 500 applicants showed up at the Mayo Civic Center to fill a very minimum number of jobs. He added that two years ago, 90 applicants showed up. RFD has been working with Riverland Community College in Austin hosting programs each year for students to earn college credits to become a firefighter. Other issues addressed were the costs of equipment and fire engines. Recently, Mayor McKern and I reviewed some of these issues with colleagues from Dodge Center. The discussion focused on cost sharing for large capital purchases. I will provide more info as it becomes available.

- **Sales Tax on Digital Goods.** Staff from the League of Minnesota Cities and the Minnesota Inter-County Association met with staff at the Minnesota Department of Revenue to discuss how sales taxes — both state and local — will be accurately collected and remitted by vendors of digital projects. To determine the appropriate sales tax rate to apply to a purchase, sales tax collection software used by vendors uses the purchaser's address and/or the nine-digit zip code to determine the correct tax rate. Given that most retailers collect at least a five-digit zip code for credit card purposes, other policy responses would be to either require the vendor to collect sales tax from the purchaser based on the highest total sales tax rate or the lowest rate within each five-digit zip code. The former option would result in some purchasers paying more in sales tax than they would otherwise be required, while the latter would result in some purchasers within a city or county with a local sales tax not paying the full sales tax due. Both of those options create issues that would need to be addressed. The LMC will work with the Minnesota Department of Revenue and will monitor the actions of the streamlined sales tax discussions and their decisions and will update us with future developments. While we don't currently have a LOST, this could become an issue in the future.

Meetings or Events Attended or Planned

Sept. 15	Technical Review Street Project 2023 updates ICS liquor store review
Sept. 16	Apartment Groundbreaking CMPAS Event-Janesville, MN
Sept. 19	Dave Dubbels-3 rd ,4 th , 5 th completion Library Punchlist walkthrough
Sept. 20	Park Board
Sept. 21	CMPAS meeting
Sept. 22	City Engineer Vail Precon Tennis Courts meeting Admin Assistant Interviews Business After Hours
Sept. 23	Admin Assistant Interviews
Sept. 27	Personnel Committee
Sept. 28	Housing Tour City Council
Sept. 29	City Engineer Old School Meeting Department Heads
Oct. 5	EMS meeting Energy Conservation meeting
Oct. 6	PZ discussion Union-Todd Ingalls Dodge Center FD discussion Ice Arena Board
Oct. 11	Chamber Exec Board Library Board
Oct. 12	DC Ambulance Meeting Chamber of Commerce SRTS meeting City Council

From: [Bryce Lange](#)
To: [Tim Ibisch](#)
Subject: Ambulance Building
Date: Wednesday, September 28, 2022 9:53:08 AM

Hi Tim,

Per our conversation on the phone, the Ambulance Department will be operating out of the Dodge Center facility, and will no longer be using the facility in Kasson. We would like to end our lease on the building in Kasson. Please let me know if you need us to do anything further.

Thanks,
Bryce A. Lange
City Administrator

City of Dodge Center

P.O. Box 430
35 East Main Street
Dodge Center, MN 55927
507-633-2005
[Visit us on Facebook](#)

9/29/2022

Dave Vosen

Water Wastewater Supervisor

City of Kasson MN

RE: Intent to Retire

Dear Dave,

Please accept this letter of resignation from my current position as Senior Water/Wastewater Operator. My official termination date will be January 20, 2023.

At this time, my plan is to actively work through November 4, 2022. Thereafter, I will utilize my accrued vacation balance, comp time balance, and any earned holidays for paid time off from November 7, 2022 through January 20, 2023. Any remaining balances of those benefits as of January 20, 2023, are requested to be paid in full as part of my final payroll check of February 3, 2023.

Additionally, I will be leaving the group health insurance for myself and my dependents after December 31, 2022, as I will begin Medicare coverage January 1, 2023.

Please let me know if you have additional questions.

Respectfully,

Daniel D. Trapp

cc: Charlie Bradford, Linda Rappe, Tim Ibisch

Kasson Police Calls for Service

	2014	2015	2016	2017	2018	2019	2020	2021	2022
January	274	286	294	322	346	424	397	381	332
February	271	247	260	341	310	394	355	321	253
March	280	302	273	277	352	446	339	385	312
April	325	347	375	364	418	480	255	390	359
May	373	367	413	461	502	530	379	408	445
June	293	339	349	370	395	549	442	441	348
July	364	408	408	528	454	448	441	444	418
August	286	372	343	404	466	483	437	348	444
September	263	352	346	450	461	505	502	452	503
October	336	309	489	370	380	416	444	385	
November	263	284	359	390	348	433	347	342	
December	300	331	334	377	437	435	383	375	
Yearly Total	3628	3944	4243	4654	4869	5,543	4,721	4,672	3,414

CITY OF KASSON SCDP

Progress Report

October 1, 2022

September 30, 2023

Residential Rehabilitation**Goal: 20**

	Current Months #'s	Last Months #'s
Number of Applications Received	19	22
Number of Applications being Processed	4	4
Full Application Pending Verification	1	1
Apps. Pending Initial Property Inspection	1	1
Applicants Pending Contractor Estimates	2	2
Units in Construction	1	1
Units Completed and Closed	4	4
Applicants Over Income	2	2
Applicants Not Interested/Eligible	5	5
Applicants Located in Target Area "B"	0	0
Applicants Not in Target Area	2	2

	SCDP Funds	Private Funds	Total Funds
Obligated	109,546.00	22,944.00	132,490.00
Estimated	100,000.00	12,000.00	112,000.00
Total	209,546.00	34,944.00	244,490.00
Program Income	0.00	0.00	0.00
Allocation	450,000.00	15,000.00	450,000.00
Balance	240,454.00	-19,944.00	220,510.00
Unit Average	29,935.14	4,992.00	34,927.14
Unit Goal	22,500.00	750.00	23,250.00



Kasson Police Department

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

To: Mayor and City Council
From: Police Chief Joshua Hanson
CC: City Administrator
Date: 9/26/2022
Re: September Department Head Report for the Kasson Police Department

Hiring Process. We posted for the new police officer position with a closing date of October 7th and we have only had 1 application submitted so far.

Big Iron Classic. We had several driving complaints involving golf carts during the Big Iron Classic. We stepped up enforcement around the fair grounds and asked security to make sure people were not leaving with open containers. We still encountered several open alcohol containers and 1 person was arrested for DWI in a motor vehicle after leaving the event.

School and Traffic. We have been busy assisting with traffic control before and after school. The first week had a lot of congestion but it has gotten significantly better as the school year as progressed and people find alternate routes to take.

ZED and K-M Schools. All of our officers have been doing extra patrols in and around the ZED and K-M Schools. We have stepped up our efforts to make sure the buildings are secure and have been working with staff to make sure doors are not propped open or left unsecured. Our SRO's have also been busy getting to know all the new students/staff at ZED and K-M. Both schools have been great to work with so far this year.

COVID. We had two staff members out this month with COVID. Both were able to recover quickly and we continued operations without a lot of interruptions. 1 person is back to work and the other is scheduled to return on Sept 28th.

Meeting and Events

Sept. 6 Rifle Qualification
Sept. 8 Drug Court
Sept. 14 City Council
Sept. 22 Drug Court



Dept. Head 09/29/2022

Electric Dept.-

“Don't just create a change for yourself, be a center of change to others.”
— Richmond Akhigbe

Tree Work – Working on identifying fall/winter trees and trim list – ongoing

Cut tree to safe tip height for customer to preserve street lighting pole 7th St NE

Trimmed away from 3 phase for safe removal by tree service at 16 8th Ave NW

Trimmed away from 3 phase for safe removal by tree service at 710 2nd St SW

MMUA-

Eric Henderson 1st Line Leadership 9/8/2022 online

9/18/22 Safety Training PW Fire and De-escalation of conflicts

Miscellaneous – Tantalus meter installs ongoing (reached 600 electric meters installed milestone)

Dollar General electric service taken over from Xcel Energy

Davey Resource Group spent an additional week in town to clean up some outstanding items. Currently doing QA/QC and Milsoft mapping entry. Delivery to follow asap.

Locates, meter related work ongoing

Komet Acres energized and complete. St. light at entrance added. Remaining lighting will be installed as lot development happens and lighting materials are available

Vail transformer pad will be poured 1st week Oct with boring of new primary wire from 2nd St SW to follow

OT events-

9/19/22 JN/KW/EH Early start for Dollar General takeover

9/20/22 JN/KW/EH outage effecting approx. 100-150 homes in NE. Hot weather lead to increased load and fuse melting.

Meetings –

Mondays - Tantalus online

9/7 – Safe Routes to school Pre Con @PW

9/8 – DRG cleanup items Various locations around town

9/14- CMPAS Annual Meeting Kasota, MN

9/16- Bruce Electric service inspection and question and answer session

9/21- CMPAS Board Meeting Eden Prairie, MN

9/22- Mantorville mutual aid pole install

9/22- On Site- VPN issues and iPad setup

9/27 - On Site- VPN issues and iPad setup

9/29- MNDOT 7th St NW and Mant. Ave N lighting question and answer session

To: Timothy Ibisch

Date: 9/29/22

Agenda Heading: Department Head Meeting

- **Dodge County Ice Arena** – Most of our fall programs are finishing and the DCYH season is set to begin with some team tryouts starting this weekend and continuing the rest of the month. The youth season will be in full swing the week of 10/24. The high school season will begin 10/31 for the girls and 11/14 for the boys. It looks as though DCYH will have 10 teams plus their mite programs this winter and both the boys and girls high school programs will have varsity and junior varsity teams.
- Our recently hired fulltime employee took a different job with the Rochester Public School system and will only be working part time at the arena when he is available. We are currently looking for more part time employees to fill the void left by this opening. We will try to manage this winter with only using part time employees and look at the potential fulltime employee again next spring.



CITY OF
KASSON

301 E. 11th Street SE
Kasson, Minnesota 56044-2204
Phone: (507) 834-7071
Fax: (507) 834-4737

September 29, 2022

FINANCE DIRECTOR'S REPORT

2023 Levy and Budget – City Council approved preliminary 2023 levy and budget on September 14, 2022. Preliminary levy is a 3.996% increase.

MOODY's RATING REVIEW- Met with representatives from Moody for rating review. Our rating increased from Aa3 from A1. This is a positive development as it could decrease our interest on bond issues.

FLU SHOT CLINIC- Wednesday, October 5, 2022 8 to 9 am! Come even if not signed up!

On-Site Tech coverage Contract We have signed a contract with On-Site Computers Inc. to provide technical support for all of our computing needs. With paying for the contract, the labor for future support calls will be covered by the contract and we only need to pay for hardware- so please call with any issue. You can call them directly at 634-6909.

Outlook 365- If you are interested in brief on-line training for some of the features- please get the link from me.

Bid/sale of Surplus or old Equipment/Items- Date, where, guidelines?

SE MN Together Housing Bus Tour 9/29- Visited Pine Island, Northfield, Kasson

Standing- August financial drafts distributed.

MEETINGS AND EVENTS

8/31 DDA and Ian
9/2 SEMNT Housing
9/2 SEMNT Exec Cmt
9/13 Moody's
9/13 CA and Ian
9/14 LMC Fiscal Futures

9/14	Housing Alliance
9/14	Council
9/15	SEMNT CORE CMT
9/19	KAC- Ron and Jan
9/20	U of M Exten
9/20	Park Board
9/21	Dodge Center Ambulance
9/22	MFHA-RAF
9/22	Safety
9/27	Student Acctg Conference
9/28	SEMNT Housing Bus Tour
9/28	Council
9/29	EDA-Developer
9/29	Dept Head

Liquor Store Report – September 2022

The wine tasting at the Hubbell House did well. Thirteen people purchased 81 bottles of wine.

The truck show was down about 20% over last year. The road construction and rain were factors.

I attended a MMBA Board meeting in Roseville on September 21.

There will be a Wine and Beer tasting to benefit Festival in the Park on Thursday November 10 at the Hidden Pines restaurant.

MMBA regional meeting will be held at SXSE brewing in Pine Island on 10/18/2022.

Thanks to Chief For helping with the homeless guy. I spoke with Karina at the county and she was going to try and help him.

We raised \$310 for KFD with the Coors promotion.



Dept. Head 09/29/2022

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OT events-

9/19/22 JN/KW/EH Early start for Dollar General takeover

Department Head Meeting
September 29, 2022

PARK DEPARTMENT

1. **Aquatic Center-** I have put together a preliminary schedule for the 2023 season at the pool and presented it to the Park Board. I have also included items that will need to be addressed before the opening of next year at the pool including the time frame starting in November of this year. Abbie, the pool manager this year will not be returning. She also will not be teaching the lifeguard class for new lifeguards that want to work at the pool next summer. There is a really good chance that 75% of staff that worked this year, will return in 2023. Lemme Jones company will be here in a couple of weeks to inspect and repair the steps and platforms on the large slide and also sand and repaint the play features at the water level. We will be turning off the water at the pool and will winterize the facility the 3rd week in October.
2. **Veterans Memorial Flower Planter-** After the Park Board meeting on September 20th, the board recommended to the council to remove the planter in the park. The Park staff has removed the planter and has saved some of the stone for future repairs that may need to be done on the wall in front the Aquatic Center. The area has been seeded and fertilized.
3. **Cemetery Paving** – The cemetery roadways have been blacktop. We still have to shoulder the roadway with crush rock on both sides.
4. **Lions Park Parking Lot** – The parking lot blacktopping project is complete. SL Contracting, Inc. finished the second lift yesterday the 28th. Dirt work and hydro seeding is also finished. Also, parking lot stripping is finished.
5. **Library Parking Lot & Landscaping** – Parking lot is finished along with the stripping of the lot. Landscaping and seeding around building and parking lot is finished. We still need to sod the West side of the building which we will do next week.
6. **Veterans Park Playground** – Park staff started to dig the dirt area around the swing set area south of the playground modulares. We will install a 12" tall black border and install ADA Compliance Wood Fiber to the entire area under both swing sets. There will also be 6 new trees planted on the south and east side of the swing area to replace the trees that were removed.
7. **Stone Wall Project** – Stone by Stone Company will not be installing the curb and cement sidewalk area in front of the Stone Wall. I will be meeting with IMS Construction on Friday, the 30th to have them look at the project. It sounds like they can start tearing out the curb the first week in October.

MEETING or EVENTS ATTENDED

MMUA Safety Training	September 13
Park Board Meeting	September 20
Department Head Meeting	September 29



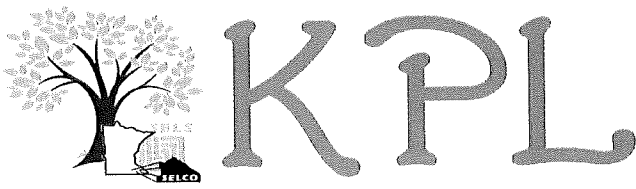
To: City Council
Date: 9/29/2022

Agenda Heading: Public Works Director Report

- **Project Updates.** Rochester Sand & Gravel started the Safe Routes to School project on 9/22/22. They started on the subgrade preparation for the trail along the landfill. The work at the intersection of 16th St NE and 5th Ave NE will be completed in 2023 due to the impact it would have on school. SL Contracting will be installing the city utilities and the road base this fall in the Kasson Meadows subdivision. Curb and pavement will be installed first thing in the spring. Schumacher Excavating plans on starting the work for the Vail subdivision on October 3rd and is hoping to finish this fall. SL Contracting is working on paving the Cemetery, Lions Park, and the library. Rochester Sand & Gravel paved the water main break on E Vets Memorial Hwy. Heselton continues to install water, sewer, and storm between 7th St and 11th St for the Hwy 57 project. DeCook Excavating needs to complete punchlist items on the Komet Acres subdivision.
- **Equipment.** Pomp's Tire Service repaired a leaking tire on the Case 721E loader. Staff repaired the hydraulic lines on the stump grinder. We took the 2007 International dump truck to North Central International because the check engine light and the ABS light were on. The speedometer was jumping from 0 mph to 85 mph and the truck kept shutting down. They had to reprogram the computer and the ABS system. I ordered the new Kage snow pusher from Sanco Equipment.
- **CMPAS Annual Meeting.** I attended the annual CMPAS meeting in Kasota, MN. The keynote speaker for the night was Eric Thoms, who is the Senior Manager of Resource Adequacy for MISO.
- **Street/Stormwater.** Staff has been doing landscape work for the library project. They also removed two trees at the library. Staff blacktopped a water main break on 5th St NW and some bad areas in the alley between Hwy 57 and 1st Ave NW. Staff has put down 93.47 tons of blacktop this year. Staff also prepped the water main break on E Vets Memorial Hwy for Rochester Sand and Gravel to pave. Staff has installed the rest of the playground in Meadowland Park. Staff finished grinding the stumps from tree removals. They also filled the holes with dirt and grass seed. Staff assisted the Big Iron Classic with barricades, cones, no parking signs, picnic tables, and sweeping. Staff mowed and painted lines on the football field for youth football. Ben and Mark pressure washed dugouts at Veterans Park. Staff put down sod for the storm subdrain that we dug on 12th St NW. Steve and Mark filled the gravel potholes on 2nd St NW, 3rd St NW, 5th St NW, and 8th St NW where the blacktop ends.

Meetings and Events Attended

September 7 th	HWY 57 Weekly Meeting PreCon – Safe Routes to School
September 8 th	Dodge County – Landfill Cover
September 9 th	City Administrator – Personnel/Sewer Inspections
September 13 th	MMUA
September 14 th	HWY 57 Weekly Meeting CMPAS – Annual Meeting, Kasota
September 15 th	City Engineer – Street Maintenance
September 19 th	City Administrator – Personnel/Sewer Inspections
September 21 st	HWY 57 Weekly Meeting
September 22 nd	Safe Routes to School – Kickoff PreCon – Vail Property MMUA – Safety Inspection, Ice Arena
September 27 th	Komet Acres



Kasson Public Library

607 1st St. NW, Kasson, MN 55944

507/634-7615 www.kasson.lib.mn.us

Department Head Meeting

Date: September 29, 2022

- **Library Activities –**

- Fall programming
 - Storytimes Fridays at 10:30am
 - Puzzle Fun – *emphasizing Puzzle Cart and opportunities for community puzzle enjoyment in library*
 - Mayo Health Talks for Seniors – 4 Fridays at 10:30 – Doctors speaking on health topics for seniors
 - Trivia Night on Thurs., Oct. 27 at 7pm
 - Doug Ohman, photographer/author, here on Wed., Nov. 16 at 11am
 - Partnering with the Mantorville Art Guild for gallery displays – *new display each month*

- **Updates**

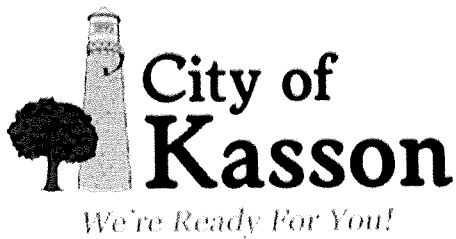
- Drive-Through Book Return has been ordered, with a ship date of Oct. 3
- Community Needs Assessment Survey results have arrived
- Staff review of policies regarding book reconsiderations and patron behavior
- Completed annual review of employee Nancy Hackenmiller
- At request of SELCO Board of Directors, made a recording to send to them highlighting our library and staff

- **Building Report**

- Parking lot slated to be finished soon; paving began Sept. 22
- Final punch list walk-through was September 19. Still needing attention:
 - trim work addressed
 - window replaced – estimate ordered
 - Knox Box replaced (has been ordered)
 - outdoor benches re-installed
 - city will finish landscaping/seeding – *thanks, Ronnie & crew!*
- Drywall (in wi-fi booth area) that was water-damaged has been replaced, as well as stained ceiling tiles in the lobby

Meetings and Events

September 1	Staff meeting Mystery Book Club
September 6	Book Club Friends of the Library Board meeting
September 7	Book deliveries to daycares, homebound, special needs and nursing home patrons Book Club Employee evaluation
September 8	Staff meeting Zoom meeting with MN Association of Library Friends Meeting with DCI
September 9	Storytime
September 10	Library open 9-12
September 12	Stich community group
September 13	Retirement lunch for Ron & Dan Library Board meeting
September 14	Staff meeting Meeting with City Administrator
September 15	Book Club
September 16	Staff meeting Storytime
September 17	Library open 9-12
September 19	Book Club Punch List Walk-through
September 21	Book deliveries to daycares, homebound, special needs and nursing home patrons Planning meeting
September 22	Staff meeting Safety Training (2 library staff attend)
September 23	Storytime Mayo Health Talk for Seniors @ the Library Window Company meeting
September 24	Library open 9-12
September 28	Staff meeting
September 29	Department Head meeting
September 30	Storytime Mayo Health Talks for Seniors @ the Library



To: City Council
Date: 9/29/2022

Agenda Heading: Water/Wastewater Department Report

- **I & I Planning.** WHKS is continuing the sewer lateral and sump pump inspections, this is expected to take about a year. The city should be receiving a report on the main sewer lines and manhole inspections. Working with a home owner on getting in compliance on the 2017 Street Project.
- **Wells.** Continued monthly maintenance at all three wells.
- **Sanitary Sewer Collection System.** City crews worked on some sewer issues in the NW and SW parts of the city.
- **Flow Amounts.** The city pumped 14.221 million gallons from wells 2,4 and 5. The wastewater treatment plant treated 22.392 million gallons, 2.044 million gallons was received from Mantorville, these are all for the month of Aug.
- **Meter Reading.** The city has been using a meter reader barrowed from Ferguson to read the Neptune meters, once the Tantalus system is in place this will no longer be needed.
- **Meter change outs.** City crews continue to install meters as needed. We should receive our last batch of registers and radios later this year, we will at that time start to tag homes that need to be replaced.
- **Lift Stations.** One of the transducers (level indicator) at the main lift stations has failed, it has been determined that there is a circuit board that is failing, we are waiting for a price to get this fixed.

- **Wastewater Treatment Plant.** The drive for the motor on the fine screen has been installed and is working fine. The automatic switch gear for the backup generator has been fixed. The third mixer was installed and after a week or so two bolts broke on the motor, a new one has been received and we will install next week. City crews cleaned and replaces UV lamps.
- **Water Distribution System.** Work has started on the new tower located at the fairgrounds; Maguire Iron started on Monday the 22nd. There is another water leak on 4th Ave. SE that city crews helped to locate, DeCook will set up a time to try and repair the leak, we are still waiting to get this fixed. Had two water main leaks this past month, one was located behind Hoff Automotive and the other on 8th St. NW between 8th and 12th Ave. NW. We are also having a gate valve repaired on 12th Ave NW that has been leaking.
- **Training.** There was safety training involving descaltion and fire ext. operations.
- **2022 Street Projects.** The water and sanitary sewer lines are completed between 7th and 11th Streets. Services will be completed next week and also the storm sewer. The Vail property under ground will start the week of Oct. 3rd. City crews working on a punch list for Komet Acres and ZED School.

CONGRESSMAN BRAD FINSTAD LISTENING TOUR AGENDA
Thursday, October 13th, 2022

KASSON CITY HALL
10:30AM – 1:15PM

10:30AM-11:00AM – Local Media Access

11:00AM -11:30AM – Meet and Greet with Congressman & Attendees

11:30AM-11:45AM – Kasson Presentation & Discussion – Future Infrastructure Needs

11:45AM-1:00AM - Lunch and Informal Roundtable Discussion with Congressman Finstad

*1:15PM - Congressman Finstad Leaves for Stewartville

**CITY OF KASSON
RESOLUTION #9.5-22**

**RESOLUTION APPROVING PRELIMINARY 2022 TAX LEVY,
COLLECTIBLE IN 2023**

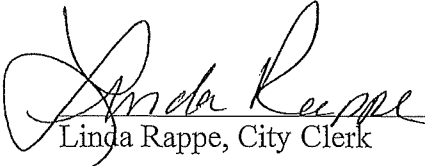
**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KASSON,
COUNTY OF DODGE, MINNESOTA**, that the following sums of money be levied for the current year, collectible in 2023, upon taxable property in the City of Kasson, for the following purposes:

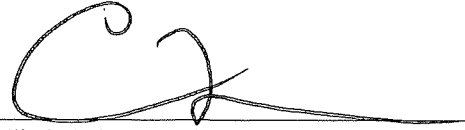
General Fund	\$2,584,624
Library Fund	\$ 423,017
Economic Development Fund	\$ 89,506
Community Policing	\$ 0
Total General Government Levy	\$3,097,147
Special Levy:	
Total Debt Service Levy	\$ 851,115
Fire Relief Levy	\$ 0
Tax Abatement Levy	\$ 23,597
Total Levy	\$3,971,859

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Dodge County, Minnesota.

Adopted this 14th day of September, 2022.

ATTEST:


Linda Rappe, City Clerk


Chris McKern, Mayor

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

(CITY) SUMMARY BUDGET			
Category	2022 Current Year	2023 Proposed	Percent Change
Revenues			
Property Tax	\$3,821,533	\$3,971,859	3.93%
Special Assessments	\$0	\$0	0.00%
State General Purpose Aid	\$1,026,307	\$1,102,644	7.44%
State Categorical Aid	\$210,640	\$210,640	0.00%
All Other Revenues	\$938,654	\$976,654	4.05%
Expenditures			
General Government	\$337,852	\$352,536	4.35%
Public Safety	\$1,687,562	\$1,805,582	6.99%
Streets and Highways	\$660,400	\$675,461	2.28%
Sanitation	\$11,500	\$11,500	0.00%
Human Services	\$0	\$0	0.00%
Health	\$14,400	\$14,400	0.00%
Culture and Recreation	\$1,314,648	\$1,365,614	3.88%
Conservation of Natural Resources	\$16,225	\$14,225	-12.33%
Debt Service	\$632,997	\$851,115	34.46%
All Other Current Exp	\$1,325,901	\$1,175,817	-11.32%