

MORRISTOWN CITY COUNCIL MEETING AGENDA

Regular Meeting, 7:00 p.m.

Monday, January 6, 2025

PUBLIC HEARING – MASTER FEE SCHEDULE – 7:00 PM OR SOON THEREAFTER

CLOSED MEETING – LITIGATION REGARDING ASSESSMENT APPEALS – TO FOLLOW PUBLIC HEARING

- 1. Call to Order:
- 2. Pledge of Allegiance:
- 2.5 Oath of Office: Mayor: Tim Flaten
Council Members: Anna Nusbaum and Val Kruger
- 3. Additions/Corrections:
Fire Dept. Discuss Retirement Benefits

3.5 PUBLIC HEARING MASTER FEE SCHEDULE
3.6 CLOSED MEETING LITIGATION REGARDING ASSESSMENT APPEALS

4. Citizens Comments:

- 5. Consent Agenda:
 - A Police Report December 2024 – to come in separate email
 - B Fire Department Report December 2024
 - C Public Works Report December 2024
 - D City Council Minutes Regular Meeting 12/2/2024
 - E Zoning Board Minutes Regular Meeting 12/19/2024
 - F Financial Reports 12/31/2024 – to come in separate email
 - G Claims & Accounts 12/1/2024 – 12/31/2024

6. **UNFINISHED BUSINESS:**

7. **NEW BUSINESS:**

- A Master Fee Schedule Master Fee Schedule
- B Resolution 2025-1 Approving Summary Publication of Ordinance 2025-1
- C Resolution 2025-2 Designating the Official Newspaper for 2025
- D Resolution 2025-3 Designating Authorized Signors for Official Depositories
- E Community 2025 City Community Appointments & Designate Acting Mayor
Appointments
- F Council Meeting Dates Approve the dates for 2025 City Council Meetings
- G 2025 Elected Leaders <https://www.lmc.org/learning-events/events/league-events/2025-elected-leaders-institute/>
Institute
- H Zoning Administrator Approve Job Description
- I Zoning Board Backup Val Kruger to be back up if needed for quorum.
- J Bonding Bill See Memo
- K 106 1st St. SE Status on nuisances
- L Seth Prescher Cannon Valley Players Hall usage
- M SEH Invoices

8. **CORRESPONDENCE & ANNOUNCEMENTS:**

- A Christmas Tree Pickup January 6-10 2025
Reminder
- B

9. **COUNCIL DISCUSSION & CONCERNS:**

10. **ADJOURNMENT:**

- 11. **NEXT MEETING:** Monday, February 3, 2025 – 7:00 p.m.

Morristown Fire Department Monthly Report – November 2024

12-2-24	Gas Leak	232 nd St
12-7-24	Fire	Kanabec Ave
12-9-24	Medical	Main St
12-9-24	Medical	76 th St
12-9-24	Medical	2 nd St
12-12-24	Medical	2 nd St
12-12-24	Accident	Morristown BLVD/Kent
12-12-24	Medical	Main St
12-15-24	Medical	Cedar Lake Trail
12-16-24	Medical	230 th St
12-19-24	Medical	Cannon Lake Trl
12-27-24	Medical	Franklin
12-30-24	Accident	Morristown Blvd
12-31-24	Accident	190 th ST

Training: Teambuilding

Department Update: 175 total calls 2024

Items for discussion: None

Public Works Council Report

December 2024

GENERAL

Repaired Emergency lights in fire hall
Locates as needed
Monthly safety checks
Cleaned lean too on public works building
Went to monthly safety training
Worked on getting equipment ready for winter
Put snowplows on all trucks and made sure all the plows worked
Put salt buckets out in every building for side walks
Put snow shovels by doors at community center for shoveling
Plowed snow
Salted sidewalks
Made new weekend rounds schedule
Washed trucks from snowplowing
Cleaned inside of trucks
Manhole checks
Started working on sweeper replacing brushes and servicing the machine

WATER

Daily testing
Flushed hydrants
Endpoint installs/ repairs
Flush tower
Located watermain and curb stops
Water shut offs
There is a fire hydrant on Main and 2nd st intersection that needs to be replaced (Troy Dahle has it on his schedule)
Fixed Chlorine issue at water tower
Rebuilt chlorine injection system
New meter got installed at WWTP
New meter got installed at maintenance shop
New meter got installed at community center
The plumber still has to get the old shop done and new piping put in for tanker truck fill

WASTEWATER

Daily testing
Cleaned clarifiers.
Cleaned lift pumps
Decant
Cleaned grit chamber

Cleaned flocculator
Settle meter tests
Weekly Disinfecting of plant
Weekly samples
Made sure all the heaters worked in the buildings for winter
Cleaned scum lines
Chemicals got filled
Rick installed new VFD for Blower #2
Installed heat lamp in scum pit to keep from freezing
Rick is going to rewire the bar screen to run of the lift pumps

STREETS

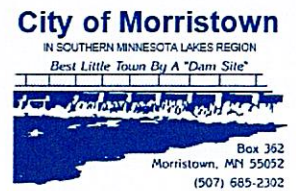
Fixed signs
Picked up road closed signs on project
Manhole checks.
Street project.
Working on inspecting all sanitary and storm sewer catch basins and manholes
Changed legion banners to new veterans
Marked fire hydrants for winter
Sanded streets when needed
Put snow flakes up on the streets
Plowed snow
Cleaned out all storm sewer catch basins

PARKS/COMPOST

Picked up garbage
Maintained brush pile
Marked walking trail in park for snow plowing
Planning to burn brush pile, waiting till we get some snow on the ground
Plowed snow

MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting, 7:00 p.m.
Monday, December 2nd, 2024



Members Present: Tony Lindahl (Mayor), Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell
Others Present: Cassie Eldeen (City Clerk), Austin Schulz, Mark Rahrick (City Attorney), Bruce Morris, Josh Malecha, Jack Schwichtenberg, Mike O'Rourke, John Schlie, Dave & Lynda Schlie, Johnathan Chmelik, Steve Nordmeier, Val Kruger, Pam Petersen, Jeff & Shelly Wenker, Jake Duncan, Lisa Merritt, Tim Flaten, Anna Nusbaum, Mike Mallow, Kyle Green, Justin Duncan, John Byers

1. Call to Order: A regular meeting of the Morristown City Council was called to order on Monday, December 2nd, 2024, at 7:02 p.m. in the Community Hall at 402 Division Street South by Mayor Tony Lindahl.
2. Pledge of Allegiance: The Pledge of Allegiance was recited.
3. Additions/Corrections:
Correction Combined former items F & M (COLA/Employee Raises) as they were duplicated
4. Citizens Comments: Pam Peterson shared her frustrations on street project and wondered where the oversight was.
Lisa Merritt was wondering what the outcome was from the property that SEH missed assessing. Also discussed Resolution 2024-19 and wondered who from the city was involved. Resident also stated she still hasn't received her itemized bill from SEH and that SEH should be fired.
5. Consent Agenda: Motion by Caldwell, seconded by Gregor and carried unanimously to approve the Consent Agenda.

Motion by Gregor, seconded by Murphy and carried unanimously to close the regular meeting at 7:15pm and open the Special Meeting on Truth-in-Taxation.

PUBLIC HEARING 7:15p.m. – TRUTH IN TAXATION HEARING

Mayor requested from the residents in attendance if anyone had any comments or concerns. No one spoke up.

Motion by Murphy, seconded by Gregor and was carried unanimously to close the Special Meeting at 7:17pm and open Regular Meeting.

6. UNFINISHED BUSINESS:

None

7. NEW BUSINESS:

- A. Sheriff Contract Mayor Lindahl brought up how ending the contract with Rice County Sheriff could save a lot of money in the budget. Golombeski stated to leave it for the next council to decide. Murphy stated that if she had a say, it would be to cut it since it is 23% of the budget.
- B. Resolution 2024-44 Motion by Gregor, seconded by Golombeski and carried unanimously to adopt Resolution 2024-44 stating a 10% levy increase.
- C. Master Fee Schedule Motion by Gregor, seconded by Caldwell and carried unanimously to set a Public Hearing for the Master Fee Schedule January 6th, 2025 at 7PM or soon thereafter.
- D. Morris Mart Motion by Gregor, seconded by Golombeski and carried unanimously to have the City Attorney draft a letter to Morris Mart that the neighboring resident that put up the fence is responsible for the uncovered insurance expenses.
- E. Rental Contract Motion by Caldwell, seconded by Murphy and carried unanimously to approve Commercial Club Contract with ability to change the amount for the purchases section if needed. Equipment to be inspected to assist with price.
- F. Annual Pay Motion by Caldwell, seconded by Golombeski and carried unanimously to approve City Council Pay for \$6,500.

Motion by Golombeski, seconded by Gregor and carried unanimously to approve Zoning Board pay for \$750.

Fire pay rate was approved on May 6, 2024, Resolution 2024-25

- G. Meeting Procedure Motion by Golombeski, seconded by Gregor and carried unanimously to approve the Rules of Procedure and Code of Conduct for the City of Morristown City Council with deleting section 7, subsection vii (Page 6) as it is duplicative.
- H. Resolution 2024-45 Motion by Murphy, seconded by Caldwell and approved unanimously approving Resolution 2024-45 that approves \$10,000 in donations for the Park Bathroom Updates.
- I. WEM Superintendent WEM Superintendent was not in attendance. A concern was brought up that the Rescue truck was at a football game and had a hard time turning around in the school's parking lot. They were advised to contact the school with their concerns as that is their property.
- J. Job Postings Motion by Murphy, seconded by Caldwell and carried unanimously to approve posting for a Zoning Board Administrator and keep posted until the position is filled. It was determined there isn't a need for a Weekend Maintenance position.
- K. Reviews Murphy shared that all of the full-time employees have had their reviews and all of the reviews went great. There is a solid group of current employees. The part time employee reviews will be done soon.
- L. COLA/Employee Raises Motion by Murphy, seconded by Caldwell and carried unanimously to approve all full time and part time employees their step increase and 3% COLA.
- M. Back up Snow Plow Motion by Golombeski, seconded by Gregor and carried unanimously to approve Timm's for back up snow plowing.
- N. Mower Quotes Murphy discussed getting quotes on the possibility of leasing a piece of equipment for a season prior to buying.

8. **CORRESPONDENCE & ANNOUNCEMENTS:**

- A. Commercial Club has two upcoming events. Christmas Drawing is 12/14/24 @ 2:00 p.m. The Holiday Parade is 12/21/24 @ 7 p.m.

9. **COUNCIL DISCUSSION & CONCERNS:**

- A. Caldwell thanked Mayor Lindahl, Murphy, and Golombeski for their dedication and service to the community and they will be missed.
Gregor wanted to keep the 106 1st St. SE on the Council's radar.

10. **ADJOURNMENT:** Motion by Golombeski, seconded by Murphy and carried unanimously to adjourn the regular Morristown City Council meeting at 8:04 p.m.

11. **NEXT MEETING:**
Regular Meeting: Monday January 6, 2025 – 7:00 p.m.

Approved:

Attested:

Mayor, Tony Lindahl

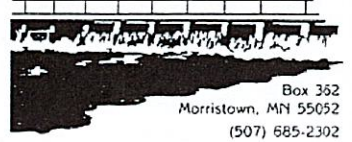
City Clerk, Cassie Eldeen

MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.
Thursday, December 19, 2024

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION
Best Little Town By A "Dam Site"



Members Present: Jim Lonergan (Chair), Pamela Petersen, Val Kruger, John Schlie, Tony Lindahl

Members Absent:

Others Present: Cassie Eldeen (City Clerk), Jeff Jandro, Brad Hagfors

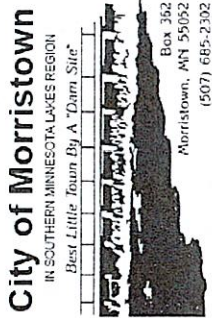
1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on December 19, 2024, in the Council Chambers at City Hall at 402 Division St S.
2. Additions to Agenda:
3. Approval of Minutes: Motion by Petersen, seconded by Schlie and carried unanimously to approve the minutes from November 21, 2024.
4. Requests to Be Heard: None
5. Council Action at Last Meeting: Clerk updated the board that the City Council approved the Zoning Administrator position.
6. **UNFINISHED BUSINESS:** Decide on two Zoning Board Members. Motion by Schlie, seconded by Kruger, and carried unanimously to offer the Board positions to Krenik and Chmelik.
7. **NEW BUSINESS:**
 - A Zoning Administrator Review of Zoning Administrator Job Description. Motion by Kruger, seconded by Petersen, and unanimously approved to add \$30 opening and \$30 closing for Zoning Administrator pay to the job description.
 - B Brad Hagfors Brad Hagfors of Franklin Outdoor advertising attended with property owner, Jeff Jandro, regarding changing zoning to be able to place a billboard on the property. Brad is waiting to hear back from MNDOT on a couple things. He will be in contact with the City Clerk for scheduling a public hearing. Motion by Lindahl, seconded by Kruger, and approved unanimously to approve re-zoning to B-2 and scheduling a public hearing.
8. **ZONING ADMINISTRATOR'S REPORT:** Open and closed permits were reviewed.
9. **BOARD DISCUSSION & CONCERNS:**
10. **ADJOURNMENT:** Motion by Schlie, seconded by Petersen, and carried unanimously to adjourn the Thursday, December 19th, 2024, Zoning Board Meeting at 7:58 p.m.
11. **NEXT MEETING:** Thursday, January 16th, 2024, at 7:00 p.m.

Approved:

Attested:

Mayor, Tony Lindahl

City Clerk, Cassie Eldeen



CITY OF MORRISTOWN
Transaction Activity

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
*R Revenue				
ASSESSMENT PAYOFF	R 372-31955 Special Assessments	\$54,651.10	2024 Street Project Assessment, ISD 2143, 20.26.2.26	
ASSESSMENT PAYOFF	R 372-31955 Special Assessments	\$6,032.09	2024 Street Project Assessment, Richard Randall, 20.2	
ASSESSMENT PAYOFF	R 372-31955 Special Assessments	\$31,127.89	2024 Street Project Assessment, ISD 2143, 20.26.2.26	
ASSESSMENT PAYOFF	R 371-31955 Special Assessments	\$1,533.16	2022 Street Project Assessment Payoff, Evan Knutson,	
ASSESSMENT PAYOFF	R 372-31955 Special Assessments	\$6,644.43	2024 Street Project Assessment Payoff, Stephanie Olso	
ASSESSMENT PAYOFF	R 372-31955 Special Assessments	\$20,251.60	2024 Street Project Assessment, ISD 2143, 20.26.2.26	
ASSESSMENT PAYOFF	R 372-31955 Special Assessments	\$7,284.85	2024 Street Project Assessment, ISD 2143, 20.26.2.26	
ASSESSMENT PAYOFF	R 372-31955 Special Assessments	\$94,539.78	2024 Street Project Assessment, ISD 2143, 20.26.2.26	
ASSESSMENT PAYOFF	R 371-31955 Special Assessments	\$12,577.56	2022 Street Project Assessment Payoff, Rodney Brooks	
ASSESSMENT PAYOFF	R 372-31955 Special Assessments	\$11,156.48	2024 Street Project Assessment, ISD 2143, 20.26.2.26	
ASSESSMENT SEARCH	R 100-34107 Assessment Searches	\$30.00	LeSueur County Abstract Co., 202 Main St. W	
ASSESSMENT SEARCH	R 100-34107 Assessment Searches	\$30.00	Epic Property Services, 26 Main St. E	
ASSESSMENT SEARCH	R 100-34107 Assessment Searches	\$30.00	Epic Property Services, 104 1st St. NE	
ASSESSMENT SEARCH	R 100-34107 Assessment Searches	\$30.00	Epic Property Services, 24638 Holland Ave	
DONATION	R 708-36244 Donations	\$5,000.00	Commercial Club Donation	
DONATION	R 708-36244 Donations	\$5,000.00	WEM Moving Forward Foundation Donation	
GOVERNMENT ROOM	R 100-34754 Gov Center: Rental	\$40.00	Carrie Avila, 1/4/25	
MN MANAGEMENT & BUDGET	R 100-33401 Local Government Aid	\$182,331.50	Local Government Aid	
MN MANAGEMENT & BUDGET	R 100-35101 Court Fines	\$164.82	Trial Court Fines, Rice County	
MN MANAGEMENT & BUDGET	R 100-33426 Agricultural Mkt Value Credit	\$425.22	Agricultural Credit	
PERMIT	R 100-32210 Building Permits	\$100.00	Windows: Rick Vollbrecht, 305 2nd St. SW, PERMIT #	
REIMBURSEMENTS	R 204-36260 Refunds and Reimbursements	\$325.00	1 Annual Conference Refund	
REIMBURSEMENTS	R 100-36201 Misc Revenues	\$708.75	Sale of Line Locator	
REIMBURSEMENTS	R 204-36201 Misc Revenues	\$3,056.12	Reimbursement for Ambulance Damage	
REIMBURSEMENTS	R 204-36201 Misc Revenues	\$13,263.75	Sale of 1995 GMC Tanker Truck	
REIMBURSEMENTS	R 100-36201 Misc Revenues	\$1,087.00	Workman's Comp Reimbursement	
WEM WATERVILLE ELYSIAN MORRIST	R 403-36260 Refunds and Reimbursements	\$19,338.92	Construction Services from SHE	
*R Revenue		\$476,760.02		
-E Expenditure				
AMAZON BUSINESS	E 100-41948-200 Office Supplies	\$46.91	Envelopes	12/10/24
BADGER METER	E 601-49440-302 WST Metering & Billing	\$172.54	November Service to Endpoints	12/10/24
BADGER METER	E 602-49490-302 WST Metering & Billing	\$172.53	November Service to Endpoints	12/10/24
BANYON DATA SYSTEMS	E 601-49440-300 Professional Services	\$259.50	Banyon Yearly Support Charge	12/10/24
BANYON DATA SYSTEMS	E 603-49520-300 Professional Services	\$571.20	2025 Yearly Support	12/10/24

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
BANYON DATA SYSTEMS	E 602-49490-300 Professional Services	\$554.40	2025 Yearly Support	12/10/24
BANYON DATA SYSTEMS	E 601-49440-300 Professional Services	\$554.40	2025 Yearly Support	12/10/24
BANYON DATA SYSTEMS	E 602-49490-300 Professional Services	\$259.50	Banyon Yearly Support Charge	12/10/24
BANYON DATA SYSTEMS	E 603-49520-300 Professional Services	\$259.50	Banyon Yearly Support Charge	12/10/24
BANYON DATA SYSTEMS	E 100-41941-300 Professional Services	\$43.25	Banyon Yearly Support Charge	12/10/24
BANYON DATA SYSTEMS	E 100-41910-300 Professional Services	\$43.25	Banyon Yearly Support Charge	12/10/24
CENTERPOINT ENERGY	E 204-42210-380 Utility Services	\$650.82	November 2024 Gas Utilities at Fire Hall. Acct#105835	12/10/24
CLEARWAY COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$77.74	October 2024 Electricity for 201 Division St: Well #1	12/10/24
CLEARWAY COMMUNITY SOLAR LLC	E 602-49490-380 Utility Services	\$1,693.52	October 2024 Electricity for 75 Verdev Dr: WWTP	12/10/24
COMMUNITY CO-OP OIL ASSN	E 100-45202-212 Motor Fuels	\$30.20	Fuel for November 2024: Acct# 319870	12/10/24
COMMUNITY CO-OP OIL ASSN	E 601-49440-212 Motor Fuels	\$60.40	Fuel for November 2024: Acct# 319870	12/10/24
COMMUNITY CO-OP OIL ASSN	E 100-43101-212 Motor Fuels	\$90.60	Fuel for November 2024: Acct# 319870	12/10/24
COMMUNITY CO-OP OIL ASSN	E 204-42210-212 Motor Fuels	\$220.02	Fuel for November 2024: Acct# 620143	12/10/24
COMMUNITY CO-OP OIL ASSN	E 602-49490-212 Motor Fuels	\$90.60	Fuel for November 2024: Acct# 319870	12/10/24
COMMUNITY CO-OP OIL ASSN	E 100-41941-212 Motor Fuels	\$30.19	Fuel for November 2024: Acct# 319870	12/10/24
CUSTOM ALARM	E 100-41944-311 Alarm Company	\$545.37	Historical Society Intrusion/Fire Monitoring & On site s	12/10/24
ECKBERG LAMMERS	E 100-41610-304 Legal Fees	\$412.00	November 2024 Prosecution Services	12/10/24
GOPHER STATE ONE CALL	E 100-43102-305 Locating Services	\$2.42	November,30 tickets	12/10/24
GOPHER STATE ONE CALL	E 602-49490-305 Locating Services	\$19.04	November,30 tickets	12/10/24
GOPHER STATE ONE CALL	E 601-49440-305 Locating Services	\$19.04	November,30 tickets	12/10/24
MENARDS - DUNDAS	E 204-42210-215 Operating & Maintenance Supp	\$79.92	Fire Dept. Air Filters	12/10/24
MENARDS - DUNDAS	E 602-49490-215 Operating & Maintenance Supp	\$109.97	pipe heating cable, mat, light, cord, adapter	12/10/24
MIKE OROURKE	E 708-45202-215 Operating & Maintenance Supp	\$100.88	deadbolts for park bathrooms	12/10/24
NAPA WATERVILLE	E 204-42210-240 Small Tools and Equipment	\$91.56	Cable Cutters	12/10/24
NAPA WATERVILLE	E 100-43101-215 Operating & Maintenance Supp	\$184.61	Dodge 5500 Lights	12/10/24
NAPA WATERVILLE	E 204-42210-215 Operating & Maintenance Supp	\$34.00	Fuel Filters for DNR Pumps	12/10/24
NAPA WATERVILLE	E 204-42210-215 Operating & Maintenance Supp	\$83.94	Oil for DNR Pumps	12/10/24
OLYMPIC FIRE PROTECTION CORP	E 204-42210-300 Professional Services	\$205.00	Annual Fire Ext Inspection	12/10/24
OLYMPIC FIRE PROTECTION CORP	E 100-41946-300 Professional Services	\$205.00	Annual Fire Ext Inspection	12/10/24
RANDY MESCHKE	E 602-49490-407 Sludge Removal/Disposal	\$2,693.00	10 acres rental for sludge heauling, ripping it in	12/10/24
STREICHERS INC	E 704-42210-260 Clothing	\$4,287.69	Dress Blues	12/10/24
SUEL PRINTING COMPANY	E 100-41110-350 Printing and Binding	\$92.00	Truth in Taxation (COUNCIL)	12/10/24
US BANK	E 370-47110-620 Fiscal Agents' Fees	\$500.00	11.1.24-10.31.25 Agent Fees, 2020A Bond	12/10/24
UTILITY CONSULTANTS INC	E 602-49490-306 W/S Sample Testing	\$712.42	Weekly Sewer Samples	12/10/24
VERIZON WIRELESS	E 100-41946-320 Communication	\$82.78	10.07.24-12.06.24 Community Center Phone	12/10/24
VERIZON WIRELESS	E 100-42502-320 Communication	\$400.10	10.07.24-12.06.24 Skywarn Tablet #1-5 Internet	12/10/24
VERIZON WIRELESS	E 100-41941-320 Communication	\$82.78	10.07.24-12.06.24 Public Works Phone	12/10/24
VERIZON WIRELESS	E 100-41941-320 Communication	\$82.78	10.07.24-12.06.24 Public Works Phone 2	12/10/24
VERIZON WIRELESS	E 100-41941-320 Communication	\$80.02	10.07.24-12.06.24 Public Works Tablet Internet	12/10/24
BHE COMMUNITY SOLAR LLC	E 100-41948-380 Utility Services	\$250.66	November Electricity at 404 Division St S	12/24/24
BHE COMMUNITY SOLAR LLC	E 100-41941-380 Utility Services	\$122.88	November Electricity at 109 2nd St SW	12/24/24
BHE COMMUNITY SOLAR LLC	E 204-42210-380 Utility Services	\$122.88	November Electricity at 506 Division St S	12/24/24

Search Name	Account Descr	Amount	Comments	Check/Receipt	Date
BHE COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$354.31	November Electricity at 504 3rd St SE		12/24/24
BHE COMMUNITY SOLAR LLC	E 100-41946-380 Utility Services	\$250.67	November Electricity at 404 Division St S		12/24/24
HAWKINS INC	E 602-49490-216 Chemicals	\$30.00	WWTP Chemicals		12/24/24
HAWKINS INC	E 601-49440-216 Chemicals	\$10.00	Water Tower Chemicals		12/24/24
HOLTMEIER CONSTRUCTION	E 403-43101-400 Contractual	\$123,234.96	Pay App #5, 2024 Street Project		12/24/24
MACQUEEN EMERGENCY	E 704-42210-215 Operating & Maintenance Supp	\$72,870.07	SCBA, battery packs, charging station		12/24/24
MENARDS - DUNDAS	E 100-41941-240 Small Tools and Equipment	\$144.99	shop vac		12/24/24
MV Concrete Construction Inc.	E 708-45202-300 Professional Services	\$3,370.00	Centennial Park Restrooms		12/24/24
RICE COUNTY	E 100-41110-350 Printing and Binding	\$157.36	2025 TNT Statements (438 parcels)		12/24/24
TIMMS TRUCKING & EXCAVATING	E 100-43101-213 Gravel/Dirt/Rock/Asphalt/Mulch	\$35.00	Screened dirt		12/24/24
TIMMS TRUCKING & EXCAVATING	E 100-43101-300 Professional Services	\$150.00	Blading Franklin		12/24/24
USEMCO	E 602-49490-300 Professional Services	\$600.00	Pump Station Cellular Yearly Contract		12/24/24
UTILITY CONSULTANTS INC	E 602-49490-306 W/S Sample Testing	\$2,204.36	Weekly Sewer Samples		12/24/24
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$74.65	November 2024 Water Pump Gas Utilities		12/26/24
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$18.13	November 2024 Water Tower Gas Utilities		12/26/24
CENTERPOINT ENERGY	E 602-49490-380 Utility Services	\$19.47	November 2024 Sewer Plant Gas Utilities		12/26/24
CENTERPOINT ENERGY	E 100-41946-380 Utility Services	\$227.34	November 2024 Community Center Gas Utilities		12/26/24
CENTERPOINT ENERGY	E 100-41941-380 Utility Services	\$244.23	November 2024 Maintenance Shop Gas Utilities		12/26/24
CENTERPOINT ENERGY	E 100-41948-380 Utility Services	\$227.35	November 2024 City Hall Gas Utilities		12/26/24
EO JOHNSON CO INC	E 601-49440-206 Printer/Rental/Software	\$37.49	12.08.24-01.07.25 Toshiba Coverage		12/26/24
EO JOHNSON CO INC	E 602-49490-206 Printer/Rental/Software	\$37.49	12.08.24-01.07.25 Toshiba Coverage		12/26/24
EO JOHNSON CO INC	E 204-42210-206 Printer/Rental/Software	\$18.74	12.08.24-01.07.25 Toshiba Coverage		12/26/24
EO JOHNSON CO INC	E 100-41948-206 Printer/Rental/Software	\$74.99	12.08.24-01.07.25 Toshiba Coverage		12/26/24
EO JOHNSON CO INC	E 603-49520-206 Printer/Rental/Software	\$18.74	12.08.24-01.07.25 Toshiba Coverage		12/26/24
LINCOLN NATIONAL LIFE INSURANCE	E 100-41801-130 Employer Paid Insurance	\$3.45	December Life Insurance		12/26/24
LINCOLN NATIONAL LIFE INSURANCE	E 100-41425-130 Employer Paid Insurance	\$3.45	December Life Insurance		12/26/24
VERIZON WIRELESS	E 100-41941-320 Communication	\$41.39	11.07.24-12.06.24 Public Works Phone		12/26/24
VERIZON WIRELESS	E 100-41941-320 Communication	\$40.01	11.07.24-12.06.24 Public Works Tablet Internet		12/26/24
VERIZON WIRELESS	E 100-42502-320 Communication	\$200.05	11.07.24-12.06.24 Skywarn Tablet #1-5 Internet		12/26/24
VERIZON WIRELESS	E 100-41946-320 Communication	\$41.39	11.07.24-12.06.24 Community Center Phone		12/26/24
VERIZON WIRELESS	E 100-41941-320 Communication	\$41.39	11.07.24-12.06.24 Public Works Phone 2		12/26/24
XCEL ENERGY	E 204-42210-380 Utility Services	\$304.66	11.07.24-12.20.24 Electricity: Fire Hall		12/26/24
BEVCOMM	E 100-41948-320 Communication	\$284.76	January 2025, Communication		12/27/24
BEVCOMM	E 603-49520-320 Communication	\$98.57	January 2025, Communication		12/27/24
BEVCOMM	E 100-42502-320 Communication	\$10.95	January 2025, Communication		12/27/24
BEVCOMM	E 204-42210-320 Communication	\$98.57	January 2025, Communication		12/27/24
BEVCOMM	E 602-49490-320 Communication	\$262.85	January 2025, Communication		12/27/24
BEVCOMM	E 100-42110-320 Communication	\$76.66	January 2025, Communication		12/27/24
BEVCOMM	E 601-49440-320 Communication	\$262.85	January 2025, Communication		12/27/24
-E Expenditure		\$223,665.15			

Check/Receipt
Date

Search Name Account Descr Amount Comments

\$700,425.17

Exhibit A
City of Morristown - 2025 Master Fee Schedule

Type of License/Fee	Period	Amount
Licenses CHANGES ARE IN RED		
Dog Tag	One-Time	\$10.00
Dangerous Animal Registration	One-Time	\$1,000.00
Dog Impound Fee – Initial		\$25.00
Per Day Impound Fee		\$25.00
Chicken Permit Fee (licensing period January 1-December 31)		\$25.00
Golf Cart License (licensing period April 1-March 31)		\$25.00
Cigarette/ Tobacco License	Per Year	\$100.00
Peddler/Solicitor License (Mayor to Approve)	Single per day	\$25.00
	Yearly	\$150.00
	Group – 2 or more Daily	\$50.00
	Group – 2 or more – Yearly	\$300.00
Liquor		
On-Sale		\$1,900.00
Off-Sale		\$200.00
Sunday		\$200.00
Club On-Sale		\$450.00
Morristown Commerical Club On-Sale		\$200.00
On-Sale, Non-Intoxicating		\$50.00
Zoning Permit		
Utility Sheds, Fences, Decks, Signs (valid for 3 months)		\$100.00
Siding, Roof, Window, Residential Solar Panels (valid for 6 months)		\$100.00
New Construction, Garages, Additions (valid for one year)	Per Square Foot	\$0.25
	Minimum	\$150.00
<i>All new construction needs to go through the Zoning Board before being approved.</i>		
Mobile Home Single Wide (valid for 3 months)		\$350.00
Mobile Home Double Wide (valid for 3 months)		\$500.00
Structure Moving (valid for 180 days)		\$0.00
Demolition (valid for 60 days)		\$0.00
Permit Extension, and additional case by case fee	Minimum Charge	\$50.00
<i>(after expiration of initial extension period, the extension fee will double for each extension thereafter up to the discretion of the zoning board to review on a case-by-case basis)</i>		
<i>All permit extensions need to go through the Zoning Board before being approved.</i>		
Conditional Use Hearing, Public Hearing, or Special Meetings		\$250.00
Rentals		
Council Room Rent		
Rent	Per Day	\$40.00
Set-up & Take-down Fee (if applicable)	Per Day	\$50.00
Damage Deposit	Per Day	\$250.00
Community Center Great Hall		
Rental - Entire hall	Friday, Saturday, Holidays	\$1,100.00
Rental - Entire hall	Sunday through Thursday	\$600.00
Rental - Half hall	Friday, Saturday, Holidays	\$650.00
Rental - Half hall	Sunday through Thursday	\$450.00
<i>If booked within 60 days, hall is 50% off.</i>		
<i>If booked within 30 days, hall is 75% off.</i>		
<i>501©(3) may rent the hall for 50% off with proper documentation.</i>		
School Events	Flat Rate	\$250.00
Dance Security (Per Person)		\$200.00
<i>501©(3) may rent the hall for half price with proper documentation.</i>		
Park Shelter Rent	Per Event	\$40.00

Water/Sewer/Trash Rates		
Late Fee		\$35.00

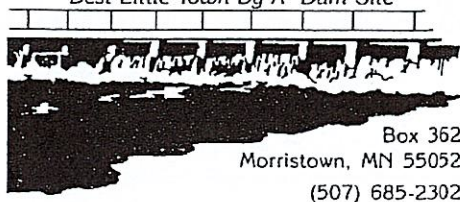
Non-sufficient Fund (NSF) Fee		\$40.00
Water Rates		
Base Charge		\$10.82
Per 1,000 Gallons Water Used		\$3.97
Second Meter Rate Per 1,000 Gallons Water Used		\$3.77
Residential Flat Rate Water Charge		\$5.90
Commercial Flat Rate Water Charge		\$13.78
Water Access Fee (WAC)		\$1,350.00
Water Reconnection Fee		\$50.00
Sale of Bulk Water (\$30 minimum, \$0.01/gallon after that)	Minimum Charge	\$30.00
Meter Charge - First Meter		\$0.00
Meter Charge - Second Meter		At Cost
Sewer Rates		
Base Charge		\$33.61
Per 1,000 Gallons Water Used		\$9.07
WEM School Sewer Base Charge		\$144.91
Residential Flat Rate Sewer Charge		\$64.59
Commercial Flat Rate Sewer Charge		\$47.38
Sewer Access Fee (SAC)		\$1,350.00
Garbage		
Residential (recycling bin & 96, 64, or 48 gallon garbage can)		\$18.41
Mobile Home Park		\$19.38
(every private line connected to a City connection will be charged the base rate every month for Water and Sewer, regardless if it is utilized with the exception of properties deemed uninhabitable by the City. With the exception of the WEM School, buildings will be charged water & sewer base rates according to the number of dwelling units)		
Miscellaneous		
Assessment Search Fee		\$30.00
Ordinance Copies		\$25.00
Audit and Budget Reports		\$25.00
Copies	Per Sheet	\$0.25
Data Requests Hourly Rate - must be paid prior to receiving the information.	Per Hour	\$25.00
Community Center Sign Rental		
1 Year with 4 sign changes	Per Month	\$25.00
6 Months with 2 sign changes		\$35.00
3 Months with 1 sign change		\$45.00
2 Months with 0 sign changes		\$50.00
1 Month with 0 sign changes		\$55.00
Sign Change	Per Change	\$10.00
Non-profit (No monthly charge)	Set-up Fee	\$10.00

Updated: November 13th, 2024

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



RESOLUTION NO. 2025-1

A RESOLUTION APPROVING PUBLICATION OF ORDINANCE BY TITLE AND SUMMARY

WHEREAS, on January 6, 2025, the City Council of the City of Morristown adopted an ordinance entitled, "AN ORDINANCE ESTABLISHING A MASTER FEE SCHEDULE FOR THE CITY OF MORRISTOWN, EFFECTIVE JANUARY 6, 2025"; and

WHEREAS, the Ordinance, together with the attached Master Fee Schedule, exceeds one page in length; and

WHEREAS, Minnesota Statutes Section 412.191, Subdivision 4 allows publication by title and summary in the case of lengthy ordinances; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the Ordinance,

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MORRISTOWN:

1. The City Council of the City of Morristown has adopted an ordinance entitled, "AN ORDINANCE ESTABLISHING A MASTER FEE SCHEDULE FOR THE CITY OF MORRISTOWN, EFFECTIVE JANUARY 6, 2025."
2. The following summary clearly informs the public of the intent and effect of the Ordinance:

"AN ORDINANCE ESTABLISHING A MASTER FEE SCHEDULE FOR THE CITY OF MORRISTOWN, EFFECTIVE JANUARY 6, 2025

The Morristown City Council has passed an ordinance amending the city's Master Fee Schedule. Said changes to the Master Fee Schedule shall be effective January 6, 2025.

This is a summary of the Ordinance. A full text of this ordinance is available for public inspection at the Morristown City Hall during regular office hours.”

3. The City Clerk is directed to publish this summary in lieu of publication of the entire ordinance.
4. The City Clerk is directed to post a copy of the entire text of the Ordinance on the City bulletin board at Morristown City Hall for a period of not less than thirty (30) days. In addition, a printed copy of the Ordinance shall be made available for inspection by any person during regular office hours at the Morristown City Hall.

Adopted by the Morristown City Council on this 6th day of January 2025.

Number of Ayes: _____

Number of Nays: _____

Approved:

Tim Flaten, Mayor

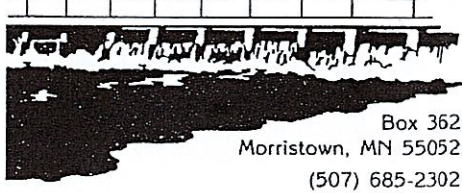
Attested:

Cassie Eldeen, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362
Morristown, MN 55052
(507) 685-2302

RESOLUTION 2025-2

A RESOLUTION OF THE MORRISTOWN CITY COUNCIL DESIGNATING THE OFFICIAL NEWSPAPER FOR THE CITY OF MORRISTOWN FOR THE YEAR 2025

WHEREAS, Minnesota Statutes 412.831 Official Newspaper - requires that the City Council annually designate a legal newspaper of general circulation in the city as its official newspaper, in which shall be published such ordinances and other matters as are required by law to be so published and such other matters as the council may deem it advisable and in the public interest to have published in this manner.

NOW, THEREFORE BE IT RESOLVED, that LifeEnterprise be and hereby is designated as the official newspaper of the City of Morristown, Minnesota for the 2025 year.

Accepted by the City Council of the City of Morristown on January 6, 2025.

Approved:

Mayor, Tim Flaten

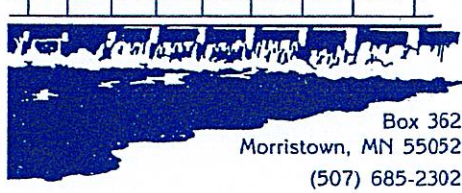
Attested:

City Clerk, Cassie Eldeen

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362
Morristown, MN 55052
(507) 685-2302

RESOLUTION 2025-3

A RESOLUTION OF THE MORRISTOWN CITY COUNCIL DESIGNATING AUTHORIZED SIGNERS FOR THE OFFICIAL DEPOSITORIES AND BROKERS/DEALERS FOR THE CITY OF MORRISTOWN

WHEREAS, State Statutes require that City funds be deposited with designated financial institutions; and

WHEREAS, the City has deposited various funds or may deposit funds with these following designated financial institutions:

Lake Country Community Bank, Morristown, MN
Edward Jones, Faribault, MN
4M Fund, League of Minnesota Cities, MN

NOW, THEREFORE, BE IT RESOLVED that the recitals set forth above are incorporated herein. **NOW, THEREFORE**, BE IT FURTHER RESOLVED that the Mayor and Council of the City of Morristown that the City is authorizing the following City officials to act as authorized signers for the City's financial institutions:

Mayor, City of Morristown, Tim Flaten
Council Member, City of Morristown, XXXXXXXXXXXX
City Administrator, City of Morristown, Ellen Judd
City Clerk, City of Morristown, Cassie Eldeen

Accepted by the City Council of the City of Morristown on January 6, 2025.

Approved:

Mayor, Tim Flaten

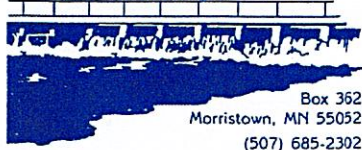
Attested:

City Clerk, Cassie Eldeen

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362
Morristown, MN 55052
(507) 685-2302

2025 CITY

COMMUNITY APPOINTMENTS

Official Depositor	Lake Country Community Bank	
Public Health	Rice County Environmental Services	
Official Newspaper	LifeEnterprise	
City Administrator	Ellen Judd	
City Clerk	Cassie Eldeen	
Assistant Mayor	Jake Golombeski	
Animal Control Commissioner	Jake Golombeski	
Community Education	Linda Murphy	
Community Center	Linda Murphy	Backup: Jake Golombeski
Police and Fire Commissioner	Tony Lindahl	
Social Media Commissioner	Linda Murphy	
Streets Commissioner	Tony Lindahl	Backup: Leon Gregor
Parks/Trees/Weeds	Leon Gregor	
Public Works Commissioner	Tony Lindahl	
Solutions Task Force Committee	Leon Gregor, Chairman Cassie Eldeen Joe Caldwell Kurt Wolf – Adrienne O'Rourke	Council member? Fire Dept Member? City Clerk Citizen?
Zoning Board Members	Jim Lonergan, Chairman John Schlie Pam Petersen Val Kruger Tony Lindahl	
Brush Pile	Joe Caldwell, Chairman Mike O'Rourke	
Fire Wardens	Randy Meschke Steve Nordmeier Ryan Culhane	
Economic Development Authority	Steve Nordmeier, Chairman Chuck Larsen Kurt Wolf Loren Dahle Leon Gregor	
Community Center Event Coordinators	Barb Morris Adrienne O'Rourke	
Babe Nordmeier Ballfield Coordinators	Rick Vollbrecht Curtis Spitzack	
City Engineer	SEH Engineering -	Brent Kavitz
City Civil Attorney	Smith, Tollefson, Rahrnick & Cass -	Mark Rahrnick
City Criminal Attorney	Eckberg Lammers	

2025 City Council Meeting Dates:

January 6

February 3

March 3

April 7

May 5

June 2

July 7

August 4

September 1-Labor Day, move to September 2

October 6

November 3

December 1

Learn the basics of governing a city.

The Elected Leaders Institute Foundational Program is designed to provide elected leaders with the nuts and bolts of city leadership. The program is driven by 10 core competencies that make elected leaders successful, perfect for anyone new to elected office or leaders who wish to brush up on the basics.

During this program, you will become familiar with your new responsibilities via a combination of online, on-demand courses ahead of a two-day in-person program. Learn, network and sharpen your skills during the Elected Leaders Institute!

Who should attend?

The Foundational Program is designed for newly elected city officials who have served for less than two years. We will cover the fundamentals of governing a city.

If you are a more experienced elected official, or if you have attended the Foundational program before, the Advanced Program may be a better fit.

Fee

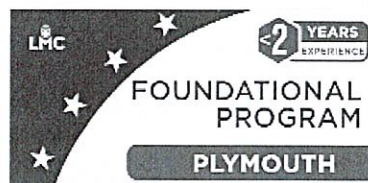
\$350. Lodging not included.

Registration

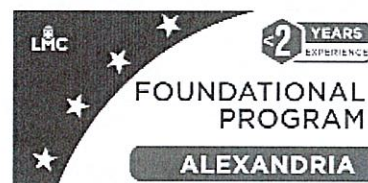
Choose the program dates/location that works best for your schedule. All Foundational Programs contain the same courses and information.



Mankato Cohort:
Feb. 7-8



Plymouth Cohort:
Feb. 21-22



Alexandria
Cohort: Feb. 28-

Take your leadership skills to the next level.

The Elected Leaders Institute Advanced Program gives experienced elected officials a chance to come together to learn higher level leadership skills and network with other elected leaders from across the state.

The Advanced Program changes each year to focus on topical leadership skills for experienced elected officials who are mastering teamwork, communication and community impact.

By attending this program, you will:

- Strengthen team-based decision-making processes.
- Learn to navigate employment law and labor negotiations.
- Build skills to bridge generational gaps in the workplace.

Who should attend?

The Advanced Program is designed for experienced elected city officials who have served in local government for two or more years or have participated in a previous Elected Leaders Institute program.

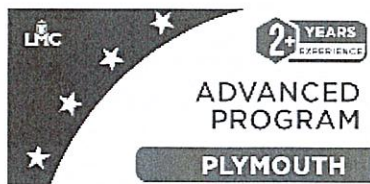
If you are a newly elected official or are looking to learn the basics of governing a city, the [Foundational Program](#) may be a better fit.

Fee

\$350

Registration

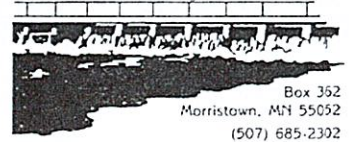
Choose the program dates/location that works best for your schedule. Both Advanced programs contain the same courses and information.



Plymouth Cohort
(Advanced): Feb.
21-22



Alexandria Cohort
(Advanced): Feb.
28-March 1



JOB DESCRIPTION

JOB TITLE: Zoning Administrator

DEPARTMENT: Zoning

IMMEDIATE SUPERVISOR: City Administrator

POSITION SUMMARY: This is a part-time position that assures zoning permits are obtained, and provisions of the City Zoning Code are followed.

CREATED ON: 6/3/2024, Not yet approved.

LAST REVISED: 6/3/2024

RESPONSIBILITIES:

The examples listed below are intended to illustrate the general nature and various responsibilities of the position, but are not necessarily all inclusive. Employee may be required to perform other job-related duties, as requested. The job description is subject to change as the needs of the employer and requirements of the job change.

- Attend monthly Zoning Board meetings on the 3rd Thursday of each month.
- Work closely with the City Clerk to stay on top of the permits issued and closed.
- Inspect properties for city zoning code violations when necessary.
- Review permits for new construction to ensure the plans follow the zoning code regulations.

MINIMUM QUALIFICATIONS:

- Maintain a Minnesota Class D driver's license.
- Ability to follow oral and written instructions.
- Ability to communicate effectively with other city employees and the general public, and project calm demeanor with angry or disgruntled customers, using patience and compassion.
- Ability to measure setbacks.
- Proficient ability to learn the regulations of the City's Zoning Ordinances.
- Ability to use Microsoft Word and Excel.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee will encounter while performing the essential functions of this job.

- Considerable ability to stand, walk, bend, crouch, stoop, pull and push, and twist and turn.
- Considerable ability to work outside in all types of weather.

The duties listed here and within are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the City and employee and is subject to change by the City Council as the needs of the City and requirements of the job change.

PAY:

- \$30 Opening Permit, \$30 Closing Permit

I understand and accept the responsibilities and standards of the Public Works Lead position as described.

Zoning Administrator: _____

Print

Sign

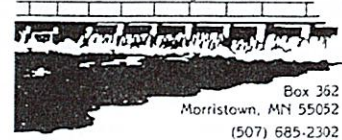
Date

Supervisor: _____

Print

Sign

Date



AGENDA MEMO

Agenda Item: Bonding Bill

To: City Council

From: Ellen Judd

Meeting Date: 1/6/2025

Meeting Type: Regular Meeting

Subject: Bonding Bill

Action Requested: Vote whether or not Morristown pursues funding

Staff Recommends: Not pursuing at this time

Committee Recommends: N/A

Attachments:

Previous Council Action: Previous City Council decided not to pursue future street improvements at this time.

Overview: The State has reached out asking us to complete the process to pursue 1 million dollar grant on the 2026 Bonding Bill.

I would like the Council to vote whether or not they are interested in pursuing this grant, now that we are not continuing with any street projects.



Invoice

Invoice Number: 477483

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055



BILL TO:

Ellen Judd
City of Morristown
402 Division St S
Morristown MN 55052-0362

REMIT PAYMENT TO:

Short Elliott Hendrickson, Inc.
PO Box 64780
Saint Paul, MN 55164-0780

Pay This Amount	\$24,955.32
Due Date	13-DEC-24
Invoice Date	13-NOV-24
Bill Through Date	31-OCT-24
Terms	30 NET
SEH Customer Acct #	6433
Customer Project #	
Agreement / PO #	175931
Project Manager	Doug Scott dscott@sehinc.com 507.237.8380
Client Service Manager	Brent Kavitz bkavitz@sehinc.com 507.237.8380
Accounting Representative	Mary Meyer mmeyer@sehinc.com 641.424.6344

Project #	Project Name	Project Description
175931	MORRT 2024 Street Design	2024 Street and Utility Improvements Project - Design and Construction

Notes:

CC:

admin@ci.morristown.mn.us

Task: 30.0 - Construction Administration

Fee

Description	Amount
(90% of \$36,600.00) less previously billed of \$27,450.00	\$5,490.00
	\$5,490.00
Task: 30.0 Total: \$5,490.00	

Task: 31.0 - Resident Project Representative

Direct

Personnel	Hours	Rate	Amount
Senior Project Engineer	2.50	226.00	\$565.00
Technician	145.00	112.00	\$16,240.00
Project Engineer	3.50	172.00	\$602.00



Invoice

Invoice Number: 477483

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Task: 31.0 - Resident Project Representative

Personnel	Hours	Rate	Amount
	151.00		\$17,407.00

Reimbursed - Expenses

Expenditure Type	Amount
Mileage	\$466.32
Travel / Lodging	\$208.00
	\$674.32

Task: 31.0 Total: \$18,081.32

Task: 32.0 - Record Drawings

Fee

Description	Amount
(20% of \$17,300.00) less previously billed of \$2,076.00	\$1,384.00
	\$1,384.00

Task: 32.0 Total: \$1,384.00

Invoice total \$24,955.32

Project Billing Summary

	<u>Current Amount</u> <u>Due</u>	Previously Invoiced	Cumulative
Totals	\$24,955.32	\$348,807.41	\$373,762.73



Invoice

Invoice Number: **477587**

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055



BILL TO:

Ellen Judd
City of Morristown
402 Division St S
Morristown MN 55052-0362

REMIT PAYMENT TO:

Short Elliott Hendrickson, Inc.
PO Box 64780
Saint Paul, MN 55164-0780

Pay This Amount	\$260.00
Due Date	13-DEC-24
Invoice Date	13-NOV-24
Bill Through Date	31-OCT-24
Terms	30 NET
SEH Customer Acct #	6433
Customer Project #	
Agreement / PO #	177823
Authorized Amount	\$10,000.00
Authorized Amount Remaining	\$268.07
Project Manager	Brent Kavitz bkavitz@sehinc.com 507.237.8380
Client Service Manager	Brent Kavitz bkavitz@sehinc.com 507.237.8380
Accounting Representative	Mary Meyer mmeyer@sehinc.com 641.424.6344

Project #	Project Name	Project Description
177823	MORRT 2024 Gen Eng	MORRT - 2024 General Engineering Services

Notes:

Review Special Assessment Objection Request Breakdown

CC:

admin@ci.morristown.mn.us

Task: 1.0 - General Engineering

Direct

Personnel	Hours	Rate	Amount
Senior Project Engineer	1.00	226.00	\$226.00
Senior Admin Assistant	0.25	136.00	\$34.00
	<u>1.25</u>		\$260.00

Task: 1.0 Total: \$260.00

Invoice total \$260.00



Invoice

Invoice Number: **477587**

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

Project Billing Summary

	<u>Current Amount Due</u>	Previously Invoiced	Cumulative
Totals	\$260.00	\$9,471.93	\$9,731.93