

MORRISTOWN CITY COUNCIL MEETING AGENDA

Regular Meeting, 7:00 p.m.

Monday, November 4, 2024

Closed Meeting to Follow

- 1. Call to Order:
- 2. Pledge of Allegiance:
- 3. Additions/Corrections:
 - Correction I.-Incorrect address
 - Correction E – Commercial club needs to review. Tabled until next month

4. Citizens Comments:

5. Consent Agenda:

- A. Police Report October 2024 – to come in separate email
- B. Fire Department Report October 2024
- C. Public Works Report October 2024
- D. City Council Minutes Regular Meeting 10/7/2024
- E. Zoning Board Minutes Regular Meeting 10/17/2024
- F. Financial Reports 10/31/2024 – to come in separate email
- G. Claims & Accounts 10/1/2024 – 10/31/2024

6. **UNFINISHED BUSINESS:**

- A. No Parking Discussion of Thruen St & 2nd St Intersection Parking Concerns
- B. Snow Plowing Quotes for Hauling Snow on Division & Plowing Back-up
- C. Salaries Council & Mayor Salaries

7. **NEW BUSINESS:**

- A. Vehicle Speed Speed on Ann St W
- B. 106 1st St. SE Options for property clean up
- C. Lisa Merritt Special Assessments
- D. Jake Duncan Special Assessment-Letter that went out stating there would be a discussion, there wasn't.
- E. Rental Contract ~~Great Hall Rental Contract with Commercial Club~~
- F. Work Sessions Schedule Work Sessions for Master Fee Schedule, Community Appointments, & Raises/COLA-Add to November 13th?
- G. Tree Pick-up Choose Dates for Christmas Tree Pick-up
- H. Resolution 2024-42 Delegate Authority for Cannabis
- I. ~~103 1st St SE~~ Missed assessment by SEH
- J. Fire Department SCBA
- K. Pay App Pay App #5 from Holtmeier
- L. City Clerk Temporary Overtime

8. **CORRESPONDENCE & ANNOUNCEMENTS:**

- A.

9. **COUNCIL DISCUSSION & CONCERNS:**

Reminder about 11/13/24 Meetings

CLOSED MEETING – LITIGATION UPDATE

10. **ADJOURNMENT:**

- 11. **NEXT MEETING:**
 - Wednesday, November 13, 2024 – 7:00 p.m. Work Session
 - Monday, December 2, 2024 – 7:00 p.m.

Morristown Fire Department Monthly Report – December 2023

10-1-24	Medical	Washington St
10-3-24	Medical	233 rd St
10-4-24	Medical	Division
10-7-24	Medical	53 rd St
10-9-24	Medical	Echo
10-9-24	Medical	232 nd
10-10-24	Medical	Sidney
10-15-24	Medical	2 nd St
10-15-24	Medical	2 nd St
10-16-24	Medical	2 nd St
10-18-24	Medical	Bloomer St
10-19-24	Medical	232 nd St
10-21-24	Natural Gas Hazard	Main St
10-21-24	Medical	Cedar Lake Trail
10-22-24	Medical	Cannon Lake Trail
10-23-24	Medical	Cedar Lake Trail
10-25-24	Medical	Dodge Ct
10-25-24	Medical	Morristown Blvd
10-26-24	Medical	209 th ST
10-26-24	Medical	Elmore Ave

Training: Hose Testing

Department Update: Denied AFG GRANT

Items for discussion: SCBA

Public Works Council Report

October 2024

GENERAL

Weekly meeting for road project
Painted bottom of the light poles in community center parking lot
Changed oil in all the generators
WWTP generator blew the voltage regulator, got a new one installed
Repaired Emergency lights in fire hall
Fixed manhole on bloomer ST/ 1ST NE
Fixed manhole on W Franklin ST
Changed eye wash station water
Locates as needed
Changed oil in snowblowers
Shipped endpoints off to get fixed
Plow truck got DOT inspected and fixed
Fire Extinguishers got there yearly inspections
Fixed wing controls on plow truck because the wing wasn't working
Cleaned lean too on public works building
Went to monthly safety training
Working on getting equipment ready for winter
Cleaning up lawn mowers to put away for winter

WATER

Daily testing
Hydrant repair
Drawdown tests
Endpoint installs/ repairs
Flush tower
Located watermain and curb stops
Shut water off for the snow birds
Rick lacanne got the new VFD installed at Well 1

WASTEWATER

Daily testing
Cleaned clarifiers.
Cleaned lift pumps
Decant
Cleaned grit chamber
Cleaned flocculator
Settle meter tests
Filled lime batch tank
Rick lacanne got the new influent meter hooked up and working properly
Weekly Disinfecting of plant

Made tool to measure how much ferric we use per day
Hauled Biosolids
Changed oil in blowers
Changed oil in all gear boxes
Waiting on VFD for blower 2 to get fixed

STREETS

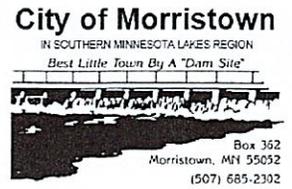
Swept streets
Fixed flags
Put up Stop signs
Moved road closed signs on project
Manhole checks.
Street project.
Patched pot holes
Working on inspecting all sanitary and storm sewer catch basins and manholes
Added gravel into potholes in alley by the methodist church

PARKS/COMPOST

Picked up garbage
Maintained brush pile
Weed whacked along dam
Picked up grass clippings from baseball field
Mowed
Cleaned up leaf's
Cut down the little trees growing around dam
Picked up brush in the parks that fell
Blew leaf's
Put black dirt around baseball field bathrooms
Put black dirt around bathrooms in park

MORRISTOWN CITY COUNCIL MEETING MINUTES

Special Meeting, 7:00 p.m.
Wednesday, September 11, 2024



Members Present: Tony Lindahl (Mayor), Linda Murphy, Leon Gregor, Joe Caldwell
Members Absent: Jake Golombeski
Others Present: Ellen Judd (City Administrator), Cassie Eldeen (City Clerk), Mike O'Rourke

1. Call to Order: A special meeting of the Morristown City Council was called to order on Wednesday September 11, 2024 at 6:00 p.m. in the Community Hall at 402 Division Street South by Mayor Tony Lindahl.

7. NEW BUSINESS:

A Park Bathrooms Council met to discuss next steps for the park bathrooms. They discussed city ordinances and how they pertain to the bathrooms. They told O'Rourke that he will need to stay within the guidelines of our city ordinance. Motion by Murphy seconded by Caldwell and carried unanimously to allow the exterior repairs, as well as the repair of the interior wall and tin work, of the bathroom to move forward, as long as cost stays within the percentages as dictated by FEMA.

B Hall Use Motion by Caldwell, seconded by Gregor and carried unanimously to waive the fee for the great hall, for the city election candidate debate. Motion by Murphy, seconded by Gregor and carried unanimously to make use of the great hall for the debate conditional on an agenda being approved ahead of time by the City Administrator.

10. ADJOURNMENT: Motion by Caldwell, seconded by Murphy and was carried unanimously to adjourn the Special Meeting at 7:57 p.m.

11. NEXT MEETING: Regular Meeting: Monday October 7, 2024 – 7:00 p.m.

Approved:

Mayor, Tony Lindahl

Attested:

City Clerk, Cassie Eldeen

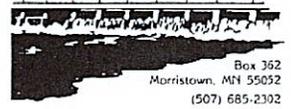
MORRISTOWN CITY COUNCIL MEETING MINUTES

Special Meeting, to follow Closed Meeting

Wednesday, October 2, 2024

City of Morristown

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



Members Present: Tony Lindahl (Mayor), Linda Murphy, Leon Gregor, Joe Caldwell
Members Absent: Jake Golombeski
Others Present: Ellen Judd (City Administrator), Cassie Eldeen (City Clerk), Mark Rahrick (City Attorney), Susan Tindal, Vivian and Dale Dulas, Pete Remington, John Byers, Justin Duncan, Dave and Lynda Schlie, John and Stacy Chmelik, Janis Rossow, and Steve Nordmeier

1. Call to Order: A special meeting of the Morristown City Council was called to order on Wednesday October 2, 2024 at 7:29 p.m. in the Community Hall at 402 Division Street South by Mayor Tony Lindahl.

7. NEW BUSINESS:

- A. Next Phase of Street Project SEH has asked if the City of Morristown wants to move forward with the next street project. There was an inquiry on which streets would be worked on. Chestnut, Bloomer, 1st, and 2nd would be potential if approved. The scope of the work would be the same as the last two projects. Council discussion. Mayor Lindahl went around the table asking each Council person if they would like to proceed. There was no interest in moving forward with any new street projects at this time. No motion made to give SEH permission to move forward.
- B. Justin Duncan Thanked the Council for putting the project on hold. He said there needs to be grants secured before proceeding. Inquired about the homeowners that were missed in the assessment process and who is paying for those. He thinks it shouldn't be the city, it should be SEH.

10. ADJOURNMENT: Motion by Murphy, seconded by Caldwell and was carried unanimously to adjourn the Special Meeting at 7:48 p.m.

11. NEXT MEETING: Regular Meeting: Monday October 7, 2024 – 7:00 p.m.

Approved:

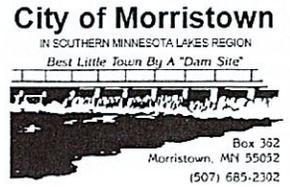
Attested:

City Clerk, Cassie Eldeen

Mayor, Tony Lindahl

MORRISTOWN CITY COUNCIL MEETING MINUTES

Special Meeting, 7:00 p.m.
Closed Meeting, 7:00 p.m. or soon thereafter
Wednesday, October 2, 2024



Members Present: Tony Lindahl (Mayor), Linda Murphy, Leon Gregor, Joe Caldwell
Members Absent: Jake Golombeski
Others Present: Ellen Judd (City Administrator), Cassie Eldeen (City Clerk), Mark Rahrick (City Attorney), Susan Tindal, Vivian and Dale Dulas, Pete Remington, John Byers, Justin Duncan, Dave and Lynda Schlie, John and Stacy Chmelik, Janis Rossow, and Steve Nordmeier

1. Call to Order: A special meeting of the Morristown City Council was called to order on Wednesday October 2, 2024 at 7:00 p.m. in the Community Hall at 402 Division Street South by Mayor Tony Lindahl.
Motion by Gregor, seconded by Murphy, and carried unanimously to close the special meeting and open the closed meeting.

7. NEW BUSINESS:
A EEOC Discussion was held in closed session about a charge of discrimination.
Motion by Caldwell, seconded by Gregor and carried unanimously to close the closed meeting and open the special meeting at 7:26 p.m.
Motion by Caldwell, seconded by Gregor and carried unanimously to approve and authorize the Mayor and City Administrator to sign the Conciliation Agreement as presented.

10. ADJOURNMENT: Motion by Caldwell, seconded by Murphy and was carried unanimously to adjourn the Special Meeting at 7:28 p.m.

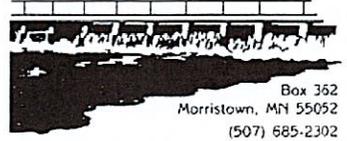
11. NEXT MEETING: Regular Meeting: Monday October 7, 2024 – 7:00 p.m.

Approved:

Attested:

Mayor, Tony Lindahl

City Clerk, Cassie Eldeen



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.
Thursday, October 17, 2024

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

Members Absent: Ralph Barney, Val Kruger

Others Present: Cassie Eldeen (City Clerk), Chad Wendel, Z. Timm

- 1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on October 17, 2024, in the Council Chambers at City Hall at 402 Division St S.
2. Additions to Agenda: None
3. Corrections to Minutes: Motion by Lindahl, seconded by Schlie and carried unanimously to approve the minutes from September 19, 2024.
4. Requests to Be Heard: None
5. Council Action at Last Meeting: None

6. UNFINISHED BUSINESS: None

7. NEW BUSINESS:

- A Timm's Motion by Schlie, seconded by Petersen and carried unanimously to approve the permit application to Timm's Trucking for their shop addition.
B Wendel Discussion regarding setbacks and ensuring they are correct. Motion by Lindahl, seconded by Schlie to approve permit application for Chad Wendel for new detached garage with offsets given prior to issuing permit.
C Master Fee Schedule Motion by Peterson, seconded by Lindahl and carried unanimously to keep all fees the same as 2024.

ZONING ADMINISTRATOR'S REPORT:

Open and closed permits were reviewed.

9. BOARD DISCUSSION & CONCERNS:

Discussion regarding open zoning board positions. Schlie has a couple people that might be interested. He will send them in to fill out an application.

10. ADJOURNMENT:

Motion by Lindahl, seconded by Petersen, and carried unanimously to adjourn the Thursday, October 17th, 2024, Zoning Board Meeting at 7:36 p.m.

11. NEXT MEETING:

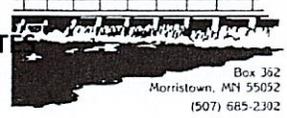
Thursday, November 21, 2024, at 7:00 p.m.

Approved:

Mayor, Tony Lindahl

Attested:

City Clerk, Cassie Eldeen



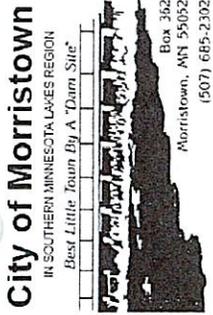
MORRISTOWN ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

Regular Meeting, 6:00 p.m.

Monday, October, 7th, 2024

Members Present: Steve Nordmeier, Chuck Larsen, and Leon Gregor
Members Absent: Kurt Wolf and Loren Dahle
Others Present: Cassie Eldeen (City Clerk)

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1. Call to Order: A regular meeting of the Morristown Economic Development Authority was called to order on Monday, October 7th, 2024 at 6:10 p.m. in the Community Hall at 402 Division Street South by Steve Nordmeier.
 2. Additions/Corrections to Agenda: None
 3. Additions/Corrections to Meeting Minutes: Minutes from July 1st, 2024. Motion by Larsen, seconded by Gregor and carried unanimously to approve the July 2024 meeting minutes as presented.
 4. Citizens Comments or Suggestions: None
-
5. **UNFINISHED BUSINESS:** None
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6. **NEW BUSINESS:**
- A The Suite Salon Motion by Larsen, seconded by Gregor and carried unanimously to approve The Suite Salon for EDA grant up to \$3,000.
 - Grant/Loan Application Reviewed Grant/Loan Application and Contract, City Clerk will put those together and type up a process for future reference.
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7. **AUTHORITY DISCUSSION AND CONCERNS:**
9. **ADJOURNMENT:** Motion by Larsen, seconded by Gregor and carried unanimously to adjourn the Morristown EDA meeting at 6:20.
10. **NEXT MEETING:** Monday, January 6, 2025 – 6:00 p.m.



CITY OF MORRISTOWN
Transaction Activity

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
*R Revenue				
ASSESSMENT PAYOFF	R 371-31955 Special Assessments	\$16,825.54	2022 Street Project Assessment Payoff, Nicholas Preus	
BULK WATER	R 601-37165 Sale of Bulk Water	\$30.00	Xcel for bulk water	
CASH	R 100-36201 Misc Revenues	\$2.00	Affidavit of Candidacy-Council-Jake Golombeski	
CASH	R 100-36201 Misc Revenues	\$2.00	Affidavit of Candidacy-Mayor-Tony Lindahl	
CASH	R 100-36201 Misc Revenues	\$2.00	Affidavit of Candidacy-Mayor-Connie Medeiros	
CASH	R 100-36201 Misc Revenues	\$2.00	Affidavit of Candidacy-Mayor-Richard Carel	
CASH	R 100-36201 Misc Revenues	\$2.00	Affidavit of Candidacy-Council-Dale Dulas	
CASH	R 100-36201 Misc Revenues	\$2.00	Affidavit of Candidacy-Council-Anna Nusbaum	
CASH	R 100-36201 Misc Revenues	\$2.00	Affidavit of candidacy-Council-Val Kruger	
CASH	R 100-36201 Misc Revenues	\$2.00	Affidavit of Candidacy-Mayor-Tim Flaten	
GREAT HALL - OTHER	R 100-34752 CC: Rent	\$650.00	Victoria Bultman, Whole Hall Rental for 07.26.25	
GREAT HALL - OTHER	R 100-34752 CC: Rent	\$550.00	Waterville Sportsmens Club, Whole hall rental for 10.0	
MIN MANAGEMENT & BUDGET	R 204-33431 Fire State Aid: to Fire Relief	\$33,503.78	Fire State Aid	
MIN MANAGEMENT & BUDGET	R 100-35101 Court Fines	\$3.33	Trial Court Fines, Rice County	
PERMIT	R 100-32210 Building Permits	\$98.00	Garage Addition: Culhane, 401 Fountain St, Permit # 2	
PERMIT	R 100-32210 Building Permits	\$100.00	Siding: Jason Vargo, 207 Division St. S, PERMIT # 24-	
PERMIT	R 100-32210 Building Permits	\$1,846.50	New Build: Timm's Trucking, 24366 Holland Ave, PER	
PERMIT	R 100-32210 Building Permits	\$100.00	Roof: Petersen, 107 Bloomer St. E, Permit # 24-24035	
PERMIT	R 100-32210 Building Permits	\$50.00	Extension: Linde, 206 1st St. NE, Old Permit # 24-240	
WEM WATERVILLE ELYSIAN MORRIST	R 403-36260 Refunds and Reimbursements	\$221,524.28	Payment Application #3	
ASSESSMENT SEARCH	R 100-34107 Assessment Searches	\$30.00	Schmitz Ophaug, LLP, 301 1st St. NE	09/16/24
ASSESSMENT SEARCH	R 100-34107 Assessment Searches	\$30.00	Epic Property Services, 404 Main St. W	09/19/24
*R Revenue		\$275,357.43		
-E Expenditure				
AMAZON BUSINESS	E 602-49490-215 Operating & Maintenance Supp	\$75.45	WWTP, supplies	10/01/24
AMAZON BUSINESS	E 100-41941-240 Small Tools and Equipment	\$358.12	PW Hose Reel, filters, maintenance equipment	10/01/24
AMAZON BUSINESS	E 100-41941-200 Office Supplies	\$51.49	PW Office Supplies	10/01/24
AMAZON BUSINESS	E 100-41948-211 Cleaning Supplies	\$411.75	City Hall Office Supplies	10/01/24
AMAZON BUSINESS	E 100-41946-211 Cleaning Supplies	\$39.99	Community Center Trash Bags	10/01/24
BADGER METER	E 602-49490-302 WST Metering & Billing	\$178.39	September Cellular Service to Endpoints	10/01/24
BADGER METER	E 601-49440-302 WST Metering & Billing	\$178.40	September Cellular Service to Endpoints	10/01/24
BEVCOMM	E 601-49440-320 Communication	\$262.70	September, Communication	10/01/24
BEVCOMM	E 100-42110-320 Communication	\$76.62	September, Communication	10/01/24
BEVCOMM	E 602-49490-320 Communication	\$262.70	September, Communication	10/01/24

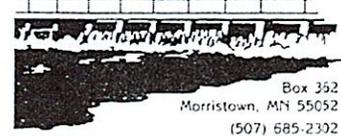
Search Name	Account Descr	Amount	Comments	Check/Receipt	Date
BEVCOMM	E 204-42210-320 Communication	\$98.51	September, Communication		10/01/24
BEVCOMM	E 100-42502-320 Communication	\$10.95	September, Communication		10/01/24
BEVCOMM	E 603-49520-320 Communication	\$98.51	September, Communication		10/01/24
BEVCOMM	E 100-41948-320 Communication	\$284.60	September, Communication		10/01/24
BRANDON SCHUEPF	E 100-41946-300 Professional Services	\$200.00	Dace security for 90/28/24		10/01/24
CENTERPOINT ENERGY	E 100-41948-380 Utility Services	\$26.32	August City Hall Gas Utilities		10/01/24
CENTERPOINT ENERGY	E 100-41948-380 Utility Services	\$26.32	August Community Center Gas Utilities		10/01/24
CENTERPOINT ENERGY	E 100-41941-380 Utility Services	\$20.91	August Maintenance Shop Gas Utilities		10/01/24
CENTERPOINT ENERGY	E 602-49490-380 Utility Services	\$24.48	August Sewer Plant Gas Utilities		10/01/24
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$18.05	August Water Tower Gas Utilities		10/01/24
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$17.10	August Water Pump Gas Utilities		10/01/24
ELAN CORPORATE PAYMENT SYSTEM	E 204-42210-432 Training/Conferences	\$635.00	VRBO rental for Fire Chief's Convention for 6		10/01/24
ELAN CORPORATE PAYMENT SYSTEM	E 603-49520-202 Postage	\$236.63	1/3 of Postage for utility bills & yearly postal permit		10/01/24
ELAN CORPORATE PAYMENT SYSTEM	E 601-49440-202 Postage	\$236.70	1/3 of Postage for utility bills & yearly postal permit		10/01/24
ELAN CORPORATE PAYMENT SYSTEM	E 602-49490-202 Postage	\$236.63	1/3 of Postage for utility bills & yearly postal permit		10/01/24
FARIBAULT FLEET SUPPLY	E 100-45202-213 Gravel/Dirt/Rock/Asphalt/Mulch	\$11.98	2 - Quikrete mix		10/01/24
FARIBAULT FLEET SUPPLY	E 100-41941-215 Operating & Maintenance Supp	\$47.61	Solar Salt, Odor Remover		10/01/24
FILAN LAWN SERVICE	E 100-41948-300 Professional Services	\$112.32	September Lawn Spraying at City Hall		10/01/24
FILAN LAWN SERVICE	E 601-49440-300 Professional Services	\$94.48	September Lawn Spraying at Water Tower		10/01/24
FILAN LAWN SERVICE	E 100-41944-300 Professional Services	\$2.88	September Lawn Spraying at Feed Mill		10/01/24
FILAN LAWN SERVICE	E 100-45202-300 Professional Services	\$160.00	September Lawn Spraying at Centennial Park		10/01/24
FILAN LAWN SERVICE	E 204-42210-300 Professional Services	\$96.80	September Lawn Spraying at Fire Hall		10/01/24
FILAN LAWN SERVICE	E 100-41946-300 Professional Services	\$112.32	September Lawn Spraying at Community Center		10/01/24
FILAN LAWN SERVICE	E 100-45202-300 Professional Services	\$135.12	September Lawn Spraying at Baseball Field		10/01/24
FILAN LAWN SERVICE	E 100-43102-300 Professional Services	\$86.08	September Lawn Spraying at Sidney St Ditch		10/01/24
HAWKINS INC	E 602-49490-216 Chemicals	\$3,044.61	WWTP Chemicals		10/01/24
HAWKINS INC	E 601-49440-216 Chemicals	\$1,688.93	Water Tower Chemicals		10/01/24
Janke Farms LLC	E 704-42210-300 Professional Services	\$3,757.98	Replace Automatic Transmission Module in Pumper Tr		10/01/24
Janke Farms LLC	E 204-42210-300 Professional Services	-\$3,757.98	Replace Automatic Transmission Module in Pumper Tr		10/01/24
Janke Farms LLC	E 204-42210-300 Professional Services	\$3,757.98	Replace Automatic Transmission Module in Pumper Tr		10/01/24
LINCOLN NATIONAL LIFE INSURANCE	E 100-41801-130 Employer Paid Insurance	\$3.45	October Life Insurance		10/01/24
LINCOLN NATIONAL LIFE INSURANCE	E 100-41425-130 Employer Paid Insurance	\$3.45	October Life Insurance		10/01/24
LINCOLN NATIONAL LIFE INSURANCE	E 100-41941-130 Employer Paid Insurance	\$6.90	October Life Insurance		10/01/24
LMC INSURANCE TRUST WC	E 601-49440-151 WC: Insurance Premiums	\$421.78	08.15.24-08.15.28 Workers Comp Coverage		10/01/24
LMC INSURANCE TRUST WC	E 100-45202-151 WC: Insurance Premiums	\$82.35	08.15.24-08.15.28 Workers Comp Coverage		10/01/24
LMC INSURANCE TRUST WC	E 204-42210-151 WC: Insurance Premiums	\$1,036.39	08.15.24-08.15.28 Workers Comp Coverage		10/01/24
LMC INSURANCE TRUST WC	E 100-41941-151 WC: Insurance Premiums	\$8,909.71	08.15.24-08.15.28 Workers Comp Coverage		10/01/24
LMC INSURANCE TRUST WC	E 100-41110-151 WC: Insurance Premiums	\$102.43	08.15.24-08.15.28 Workers Comp Coverage		10/01/24
LMC INSURANCE TRUST WC	E 602-49490-151 WC: Insurance Premiums	\$891.77	08.15.24-08.15.28 Workers Comp Coverage		10/01/24
LMC INSURANCE TRUST WC	E 204-42210-151 WC: Insurance Premiums	\$8,319.21	08.15.24-08.15.28 Workers Comp Coverage		10/01/24
LMC INSURANCE TRUST WC	E 100-41946-151 WC: Insurance Premiums	\$106.45	08.15.24-08.15.28 Workers Comp Coverage		10/01/24
LMC INSURANCE TRUST WC	E 100-41948-151 WC: Insurance Premiums	\$214.91	08.15.24-08.15.28 Workers Comp Coverage		10/01/24

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
OLD TOWN TAVERN	E 100-41410-101 Wages and Salaries	\$90.42	Meals for Primary election	10/01/24
RANDY MESCHKE	E 204-42210-300 Professional Services	\$264.50	Batteries and Fuel Pump for DNR Pumps	10/01/24
RANDY MESCHKE	E 204-42210-300 Professional Services	\$2,421.43	Annual Maintenance for Fire Dept. vehicles	10/01/24
STROBEL TREE SERVICE	E 100-45202-300 Professional Services	\$4,300.00	2 Cottonwood Trees - cut down and clean up	10/01/24
USA BLUEBOOK	E 601-49440-216 Chemicals	\$353.83	Water Chemicals	10/01/24
USA BLUEBOOK	E 602-49490-216 Chemicals	\$378.00	Sewer Chemicals	10/01/24
UTILITY CONSULTANTS INC	E 602-49490-306 W/S Sample Testing	\$897.42	Weekly Sewer Samples	10/01/24
XCEL ENERGY	E 204-42210-380 Utility Services	\$505.59	08.11.24-09.10.24 Electricity: Fire Hall	10/01/24
Roland Moesler	E 100-41941-430 Miscellaneous	\$4,000.00	Compensatory damages	10/03/24
COMMUNITY CO-OP OIL ASSN	E 100-43101-212 Motor Fuels	\$129.34	Fuel for August Acct# 319870	10/14/24
COMMUNITY CO-OP OIL ASSN	E 100-45202-212 Motor Fuels	\$43.11	Fuel for August Acct# 319870	10/14/24
COMMUNITY CO-OP OIL ASSN	E 601-49440-212 Motor Fuels	\$86.22	Fuel for August Acct# 319870	10/14/24
COMMUNITY CO-OP OIL ASSN	E 602-49490-212 Motor Fuels	\$129.34	Fuel for August Acct# 319870	10/14/24
COMMUNITY CO-OP OIL ASSN	E 100-41941-212 Motor Fuels	\$43.11	Fuel for August Acct# 319870	10/14/24
AG PARTNERS	E 100-45202-215 Operating & Maintenance Supp	\$56.00	Lawn seeding from flood damage	10/15/24
AG PARTNERS	E 100-41941-215 Operating & Maintenance Supp	\$24.52	Tree trimming in drainage ditches	10/15/24
AHLMANS	E 704-42210-260 Clothing	\$1,125.00	Dress Belts for new Dress Blues	10/15/24
BHE COMMUNITY SOLAR LLC	E 204-42210-380 Utility Services	\$275.56	August Electricity at 506 Division St S	10/15/24
BHE COMMUNITY SOLAR LLC	E 100-41948-380 Utility Services	\$564.11	August Electricity at 404 Division St S	10/15/24
BHE COMMUNITY SOLAR LLC	E 100-41946-380 Utility Services	\$564.11	August Electricity at 404 Division St S	10/15/24
BHE COMMUNITY SOLAR LLC	E 100-41941-380 Utility Services	\$275.56	August Electricity at 109 2nd St SW	10/15/24
BHE COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$799.20	August Electricity at 504 3rd St SE	10/15/24
BOCKS SERVICE	E 704-42210-300 Professional Services	\$632.00	Tow, Remove drieline, Change Air System	10/15/24
CITY OF OWATONNA	E 204-42210-300 Professional Services	\$548.57	12 months of eDispatches services from 08.01.24-07.3	10/15/24
CLEARWAY COMMUNITY SOLAR LLC	E 602-49490-380 Utility Services	\$1,987.51	August Electricity for 75 Verdev Dr: WWTP	10/15/24
CLEARWAY COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$91.23	August Electricity for 201 Division St: Well #1	10/15/24
DAHLE ENTERPRISES MORRISTOWN	E 100-43101-300 Professional Services	\$1,631.40	Curbstop repair 103 3rd St. NW	10/15/24
ECKBERG LAMMERS	E 100-41610-304 Legal Fees	\$412.00	September Prosecution Services	10/15/24
ELAN CORPORATE PAYMENT SYSTEM	E 601-49440-202 Postage	\$60.67	Water Sample Postage	10/15/24
FARIBAULT FLEET SUPPLY	E 708-45202-215 Operating & Maintenance Supp	-\$102.91	Paint supplies	10/15/24
FARIBAULT FLEET SUPPLY	E 100-42502-215 Operating & Maintenance Supp	\$102.91	Paint supplies	10/15/24
FARIBAULT FLEET SUPPLY	E 708-45202-215 Operating & Maintenance Supp	\$102.91	Paint supplies	10/15/24
HOLTMEIER CONSTRUCTION	E 403-43101-400 Contractual	\$344,036.73	Pay App #4, 2024 Street Project	10/15/24
MIKE OROURKE	E 708-45202-215 Operating & Maintenance Supp	\$55.53	Conduit	10/15/24
MN FIRE SERVICE CERTIFICATION BO	E 204-42210-432 Training/Conferences	\$1,512.00	New Firefighter Training	10/15/24
NAPA WATERVILLE	E 602-49490-215 Operating & Maintenance Supp	\$198.14	Air Filters	10/15/24
NAPA WATERVILLE	E 602-49490-215 Operating & Maintenance Supp	\$160.51	Generator Servicing Supplies	10/15/24
NAPA WATERVILLE	E 204-42210-215 Operating & Maintenance Supp	\$210.64	Pump Servicing Supplies	10/15/24
NAPA WATERVILLE	E 100-45202-240 Small Tools and Equipment	\$99.99	Weed Whip String	10/15/24
RENT N SAVE PORTABLE SERVICES	E 100-45202-418 Rentals: Portable Rest Rooms	\$355.00	08.19.24-09.18.24, one standard, two handicap	10/15/24
SEH SHORT ELLIOT HENDRICKSON	E 403-43101-303 Engineering Fees	\$35,468.72	2024 Street Project, Staking, Drawings, Resident Proje	10/15/24
SEH SHORT ELLIOT HENDRICKSON	E 403-43101-303 Engineering Fees	\$894.00	2024 Street Project, General Engineering,	10/15/24

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
SEH SHORT ELLIOT HENDRICKSON	E 403-43101-303 Engineering Fees	\$224.00	2024 Street Project, Constructions Services	10/15/24
TIMMS TRUCKING & EXCAVATING	E 100-45202-213 Gravel/Dirt/Rock/Asphalt/Mulch	\$108.78	Topsoil	10/15/24
USA BLUEBOOK	E 602-49490-216 Chemicals	\$1,080.00	Sewer Chemicals	10/15/24
ARCHAMBAULT BROTHERS INC	E 603-49520-384 Refuse Disposal	\$11,627.04	August and September 2024 Trash Removal	10/29/24
BARTNESS PAINTING	E 708-45202-300 Professional Services	\$1,000.00	Paint Park Bathrooms	10/29/24
BEVCOMM	E 601-49440-320 Communication	\$262.82	November Communication	10/29/24
BEVCOMM	E 603-49520-320 Communication	\$98.56	November Communication	10/29/24
BEVCOMM	E 100-42502-320 Communication	\$10.95	November Communication	10/29/24
BEVCOMM	E 204-42210-320 Communication	\$98.56	November Communication	10/29/24
BEVCOMM	E 602-49490-320 Communication	\$262.82	November Communication	10/29/24
BEVCOMM	E 100-42110-320 Communication	\$76.65	November Communication	10/29/24
BEVCOMM	E 100-41948-320 Communication	\$284.71	November Communication	10/29/24
BHE COMMUNITY SOLAR LLC	E 100-41948-380 Utility Services	\$597.40	September Electricity at 404 Division St S	10/29/24
BHE COMMUNITY SOLAR LLC	E 100-41946-380 Utility Services	\$597.41	September Electricity at 404 Division St S	10/29/24
BHE COMMUNITY SOLAR LLC	E 100-41941-380 Utility Services	\$288.54	September Electricity at 109 2nd St SW	10/29/24
BHE COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$832.34	September Electricity at 504 3rd St SE	10/29/24
BHE COMMUNITY SOLAR LLC	E 204-42210-380 Utility Services	\$288.54	September Electricity at 506 Division St S	10/29/24
BOB TAYLOR CONSTRUCTION CORP	E 100-45202-300 Professional Services	\$1,890.00	Babe Nordmeier Field bathroom	10/29/24
BRAUN INTERTEC CORPORATION	E 403-43101-300 Professional Services	\$3,937.75	Concrete Testing	10/29/24
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$18.15	September Water Tower Gas Utilities	10/29/24
CENTERPOINT ENERGY	E 204-42210-380 Utility Services	\$38.23	September Gas Utilities at Fire Hall. Acct#10583553-2	10/29/24
CENTERPOINT ENERGY	E 602-49490-380 Utility Services	\$25.11	September Sewer Plant Gas Utilities	10/29/24
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$17.10	September Water Pump Gas Utilities	10/29/24
CENTERPOINT ENERGY	E 100-41941-380 Utility Services	\$21.28	September Maintenance Shop Gas Utilities	10/29/24
CENTERPOINT ENERGY	E 100-41946-380 Utility Services	\$27.20	September Community Center Gas Utilities	10/29/24
CENTERPOINT ENERGY	E 100-41948-380 Utility Services	\$27.19	September City Hall Gas Utilities	10/29/24
DSG DAKOTA SUPPLY GROUP	E 100-41946-215 Operating & Maintenance Supp	\$203.47	2" water meter parts	10/29/24
DSG DAKOTA SUPPLY GROUP	E 204-42210-215 Operating & Maintenance Supp	\$477.48	3" water meter parts	10/29/24
DSG DAKOTA SUPPLY GROUP	E 602-49490-215 Operating & Maintenance Supp	\$1,108.28	2" water meter for wastewater plant	10/29/24
DSG DAKOTA SUPPLY GROUP	E 100-41941-215 Operating & Maintenance Supp	\$1,108.28	2" water meter for pw building	10/29/24
DSG DAKOTA SUPPLY GROUP	E 100-41941-215 Operating & Maintenance Supp	\$203.47	2" water meter parts	10/29/24
DSG DAKOTA SUPPLY GROUP	E 100-41946-215 Operating & Maintenance Supp	\$1,108.28	2" water meter for community center	10/29/24
DSG DAKOTA SUPPLY GROUP	E 204-42210-215 Operating & Maintenance Supp	\$1,795.00	3" water meter for fire hall	10/29/24
DSG DAKOTA SUPPLY GROUP	E 601-49440-215 Operating & Maintenance Supp	\$779.70	Hydrant repair parts	10/29/24
DSG DAKOTA SUPPLY GROUP	E 602-49490-215 Operating & Maintenance Supp	\$203.47	2" water meter parts	10/29/24
ELAN CORPORATE PAYMENT SYSTEM	E 603-49520-202 Postage	\$71.72	1/3 of Postage for utility bills	10/29/24
ELAN CORPORATE PAYMENT SYSTEM	E 601-49440-202 Postage	\$71.73	1/3 of Postage for utility bills	10/29/24
ELAN CORPORATE PAYMENT SYSTEM	E 602-49490-202 Postage	\$71.71	1/3 of Postage for utility bills	10/29/24
EMERGENCY APPARATUS MAINTENAN	E 704-42210-300 Professional Services	\$192.62	Engine 6125	10/29/24
EMERGENCY APPARATUS MAINTENAN	E 704-42210-300 Professional Services	\$457.62	Engine 6115 NFPA Pump Test	10/29/24
EO JOHNSON CO INC	E 603-49520-206 Printer/Rental/Software	\$9.54	10.08.24-11.07.24 Toshiba Coverage	10/29/24
EO JOHNSON CO INC	E 602-49490-206 Printer/Rental/Software	\$19.08	10.08.24-11.07.24 Toshiba Coverage	10/29/24

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
EO JOHNSON CO INC	E 601-49440-206 Printer/Rental/Software	\$19.08	10.08.24-11.07.24 Toshiba Coverage	10/29/24
EO JOHNSON CO INC	E 100-41948-206 Printer/Rental/Software	\$38.16	10.08.24-11.07.24 Toshiba Coverage	10/29/24
EO JOHNSON CO INC	E 204-42210-206 Printer/Rental/Software	\$9.54	10.08.24-11.07.24 Toshiba Coverage	10/29/24
FARIBAUT FLEET SUPPLY	E 100-43101-215 Operating & Maintenance Supp	\$57.94	shrink wrap for pots, adhesive, battery	10/29/24
GENERATOR SYSTEM SERVICES INC	E 602-49490-300 Professional Services	\$1,298.67	Lift Station Generator Repair	10/29/24
HAWKINS INC	E 602-49490-216 Chemicals	\$30.00	WWTP Chemicals	10/29/24
HAWKINS INC	E 601-49440-216 Chemicals	\$10.00	Water Tower Chemicals	10/29/24
LMC LEAGUE OF MINNESOTA CITIES	E 204-42210-200 Office Supplies	\$21.95	Adobe Renewal	10/29/24
LMC LEAGUE OF MINNESOTA CITIES	E 603-49520-200 Office Supplies	\$21.95	Adobe Renewal	10/29/24
LMC LEAGUE OF MINNESOTA CITIES	E 601-49440-200 Office Supplies	\$43.90	Adobe Renewal	10/29/24
LMC LEAGUE OF MINNESOTA CITIES	E 100-41941-200 Office Supplies	\$87.80	Adobe Renewal	10/29/24
LMC LEAGUE OF MINNESOTA CITIES	E 602-49490-200 Office Supplies	\$43.90	Adobe Renewal	10/29/24
MN POLLUTION CONTROL AGENCY	E 403-43101-300 Professional Services	\$3,325.00	Penalty	10/29/24
RENT N SAVE PORTABLE SERVICES	E 100-45202-418 Rentals: Portable Rest Rooms	\$355.00	09.19.24-1018.24, one standard, two handicap	10/29/24
SECURITAS ELECTRONIC SECURITY	E 204-42210-311 Alarm Company	\$79.38	11.1.24-01.31.25 Monitoring Services	10/29/24
SIGN PRO	E 204-42210-260 Clothing	\$40.00	Lettering for 4 Firemen Helmets	10/29/24
SMITH, TOLLEFSON RAHRICK AND CA	E 100-41610-304 Legal Fees	\$4,596.00	07.1.24-09.30.24, City Attorney Legal Fees	10/29/24
STEVE NORDMEIER	E 204-42210-432 Training/Conferences	\$306.13	State Fire Chief's Conference Reimbursement	10/29/24
TIMMS TRUCKING & EXCAVATING	E 100-43101-213 Grave/Dirt/Rock/Asphalt/Mulch	\$136.34	gravel for alleyways	10/29/24
TYLER NUSBAUM	E 100-41946-300 Professional Services	\$200.00	Dance Security for 10.26.24	10/29/24
USA BLUEBOOK	E 602-49490-216 Chemicals	\$159.48	Sewer Chemicals	10/29/24
USA BLUEBOOK	E 601-49440-216 Chemicals	\$159.47	Water Chemicals	10/29/24
XCEL ENERGY	E 204-42210-380 Utility Services	\$319.83	09.10.24-10.09.24 Electricity: Fire Hall	10/29/24
		\$482,282.25		
		\$757,639.68		

-E Expenditure



AGENDA MEMO

Agenda Item: No Parking - Discussion of Thruen St & 2nd St Intersection Parking Concerns

To: City Council
From: Ellen Judd
Meeting Date: 11/4/2024
Meeting Type: Regular Meeting
Subject: Information from Rice County Sheriff's Department
Action Requested: None
Staff Recommends: N/A
Committee Recommends: N/A
Attachments: None

Previous Council Action: No action taken.
Council asked Josh Malecha of the Rice County Sheriff's Department to look into possible options from a ticketing standpoint.

Overview: See the email below for some possible remedies to the problem:

"Hi Ellen,

I followed up and went to the intersection of Thruen Street and 2nd Street SW to check on the parking compliance. I needed to verify if there were any crosswalks or stop signs at the intersection.

If there was a stop sign at the intersection, then any approaching traffic could not park within 30 ft of the stop sign. If there was a crosswalk, vehicles could not park within 20 feet of the crosswalk. Unfortunately, there is neither a stop sign or a crosswalk at the intersection. Therefore, vehicles SB on 2nd Street can park right up to the intersection, and vehicles going NB on 2nd Street can legally park on the eastside of the intersection.

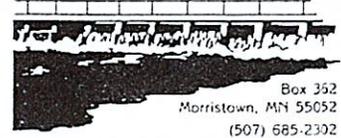
This same type of "T-intersection" scenario presents itself in various parts of Morristown. For example, Sidney/ Lawrence. Thruen/Lawrence, Division/ Chestnut, Division/ Sidney, Ann/3rd St, Chestnut/3rd St, 3rd St/Washington, Washinton/1st St, Main/3rd St. etc.

I would recommend the following options if you were not wanting vehicles to park so close to the intersection:

- Install a no parking sign near the westside of the intersection.
- Paint the curb yellow near the intersection, however, I do not believe there is a curb there.
- Install a stop sign or a crosswalk to enforce the 30 foot and 20-foot parking laws

Let me know if you have any questions or need anything else.

Thanks,
Josh



AGENDA MEMO

Agenda Item: Snow Plowing - Quotes for Hauling
Snow on Division & Plowing Back-up

To: City Council

From: Ellen Judd

Meeting Date: 11/4/2024

Meeting Type: Regular Meeting

Subject:

Action Requested: Make a motion to approve the time and material quote from Timm's Trucking.

Staff Recommends: Approval

Committee Recommends: N/A

Attachments: 2024 Snow Removal Bid
2023 Snow Removal Bid

Previous Council Action: No action taken.
Council tabled until November meeting with the hopes the City would receive quotes for the work.

Overview: Timm's Trucking turned in a quote of time & material.

I let them know it would be hauling snow from Division St, as well as the potential to help plow city streets in the event of a very large snowfall (same as last year).

I've included 2023's quote as a comparison in pricing.



24366 HOLLAND AVE.
MORRISTOWN, MN. 55052

PH: 507-685-2222 or 507-685-2265 DATE 10/3/2024
FAX: 507-685-2367

TO City of Morristown SUBJECT Quote
motown@bevcomm.net Winter 24-25

The following is our quote for Snow Removal Services for the Period of November 1, 2024 through April 15, 2025

	Rate	Unit
* 1. Loader for snow removal (minimum of 4 yard bucket)	\$ 140.00	Hour
* 2. Truck - hauling snow (minimum capacity of 16 yds. dump)	\$ 110.00	Hour
3. Snow Plowing – Grader w/wing 185HP	\$ 135.00	Hour
4. Dump Truck w/ plow and wing	\$ 135.00	Hour
5. Pick up Plow - 9Ft minimum	\$ 100.00	Hour
6. Compact loader with 8' snow bucket	\$ 125.00	Hour
7. Skid loader with 8' snow bucket	\$ 125.00	Hour
8. Sand spreader	\$ 105.00	Hour
9. Salt Sand	\$ 60.00	Ton

Our current certificate of Insurance is on file with the City

** Note: We would have a space available to pile snow on our property*

Hauling & hourly rates maybe subject to a fuel surcharge if diesel exceeds benchmark price. For every \$.20 above benchmark, hauling charge will go up \$.07/ ton or \$.10/CY, hourly rates will go up \$1.00/Hr. Fuel costs will be based on retail price of no. 2 deisel fuel published each Monday at <http://tonto.eia.doe.gov/oog/info/wohdp/diesel.asp> for the Midwest Region.

Bench Mark		Price adjustment		
4.00		Ton	CY	Hourly
Fuel cost range				
4.00	4.19	0.07	0.10	1.00
4.20	4.39	0.14	0.20	2.00
4.40	4.59	0.21	0.30	3.00
4.60	4.79	0.28	0.40	4.00
4.80	4.99	0.35	0.50	5.00

Signed _____

Quote



24366 Holland Ave.
Morristown, MN 55052

507 685 2222

Date	Estimate #
10/12/2023	102032

Project
Snow plowing estimate

CITY OF MORRISTOWN
402 DIVISION ST. SOUTH
MORRISTOWN, MN. 55052

Description	Unit	Cost	Qty	Total
Budget Estimate - Street snow plowing (based on average snow fall- 3" to 6")				
Tandump with plow and wing (or grader w/wing)	Hour	120.00	4	480.00
Cat 906M compact wheel loader w/ 8ft snow bucket	Hour	120.00	2	240.00
Subtotal - Street plowing				720.00
Budget Estimate-Snow removal from Division St. (based on average snow fall- 3" to 6")				
50 G Payloader snow removal	Hour	135.00	3	405.00
Quad Dump Truck - hauling snow	Hour	100.00	6	600.00
Subtotal - Division St. snow removal				1,005.00
Does not include alleys. Alleys could add 1 to 3 hours				
No sidewalks				

Total	\$1,725.00
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Note: Proposal may be withdrawn by us if not accepted within 30 days. All materials are guaranteed to be as specified and the above work to be performed in accordance with drawings and specifications and completed in substantial workmanlike manner. All payments to be made per monthly draw. Any alteration or deviation from above specifications involving extra costs will be executed only upon written or verbal orders, and will become an extra charge over and above the estimate.

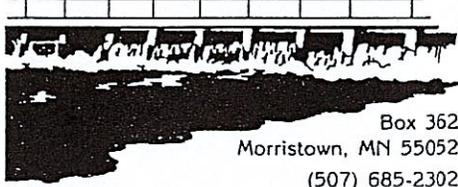
Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____ Signature _____ Date _____

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



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

ORDINANCE 2024-__

AN ORDINANCE AMENDING SECTION 31.15 OF THE MORRISTOWN CITY CODE ESTABLISHING SALARIES FOR THE MAYOR AND CITY COUNCIL

THE CITY COUNCIL OF THE CITY OF MORRISTOWN DOES ORDAIN:

1. Morristown City Code § 31.15, is hereby amended as follows (deletions are ~~crossed out~~, additions are underlined):

“§ 31.15 GENERALLY.

(A) The salary of the Mayor shall be One Thousand Three Hundred Dollars (~~\$1,000~~ 1,300) annually. Said annual salary shall be compensation for performing the duties of mayor, including attendance at the regular council meeting held on the first Monday of each month, whether or not actually attended.

(B) The salary for each council member, excluding the Mayor, shall be ~~Nine Hundred Twenty Five~~ One Thousand Two Hundred Dollars (~~\$925~~ 1,200) annually. Said annual salary shall be compensation for performing the duties of council member, including attendance at the regular council meeting held on the first Monday of each month, whether or not actually attended.

(C) In addition to the annual salaries set forth above, the Mayor and each council member shall be paid ~~Twenty Five~~ Fifty Dollars (~~\$25~~ 50) as and for compensation for each meeting actually attended in addition to the regular council meeting held on the first Monday of each month, including any work sessions, special meetings, public hearings, emergency meetings, or the regular council meeting held on the third Monday of each month.”

2. This ordinance, and the compensation changes set forth herein, shall be effective January 1, 2025.

Passed and adopted this ____ day of _____, 2024, with the following vote: Aye __ ; Nay __ ; Abstain __ .

TONY LINDAHL
Mayor

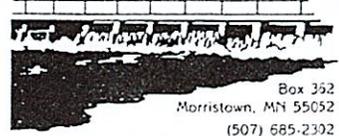
ATTEST:

CASSIE ELDEEN
City Clerk/Treasurer

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 352

Morristown, MN 55052

(507) 685-2302

AGENDA MEMO

Agenda Item: Vehicle Speed - Speed on Ann St W

To: City Council

From: Ellen Judd

Meeting Date: 11/4/2024

Meeting Type: Regular Meeting

Subject:

Action Requested: None

Staff Recommends: N/A

Committee Recommends: N/A

Attachments: None

Previous Council Action: No action taken.

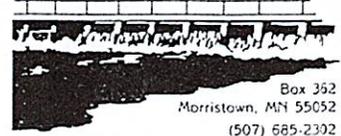
Resident brought up the discussion about the vehicle speed on Ann St W. Council asked for it to be added to the November agenda to talk about.

Overview: None.

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



AGENDA MEMO

Agenda Item: Tree Pick-up - Choose Dates for
Christmas Tree Pick-up

To: City Council

From: Ellen Judd

Meeting Date: 11/4/2024

Meeting Type: Regular Meeting

Subject:

Action Requested: Decide dates

Staff Recommends:

Committee Recommends:

Attachments: None

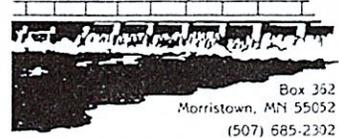
Previous Council Action: None

Overview: Propose January 6th - 10th.
Residents required to have their trees to the curb by 8 a.m. January 10th in order for
Public Works to pick them up.

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



AGENDA MEMO

Agenda Item: Resolution 2024-41 Delegating Authority for Cannabis

To: City Council

From: Ellen Judd

Meeting Date: 11/4/2024

Meeting Type: Regular Meeting

Subject: Information from Rice County

Action Requested: Make a motion to approve Resolution 2024-41 Delegating Authority for Cannabis

Staff Recommends: Approval

Committee Recommends: N/A

Attachments: Resolution 2024-41

Previous Council Action: No action taken.

Council discussed waiting until Rice County adopted their ordinance.

Overview: Rice County is requesting that all cities who would like to delegate cannabis authority adopt the attached resolution prior to November 15th. They will then add the "City of Morristown" to the ordinance they adopt.

ORDINANCE #910

CANNABIS AND HEMP RETAIL BUSINESS REGISTRATION

The Board of Commissioners of Rice County Hereby Ordains:

CHAPTER 910

910.01 Purpose and Intent

The purpose of this ordinance is to implement the provisions of Minnesota Statutes, Chapter 342, which authorizes the County to protect the public health, safety, and welfare of County residents by registering cannabis and hemp retail businesses within the jurisdiction of the County. The Board of Commissioners finds and concludes that these provisions are appropriate and lawful regulations for the County, that these provisions will promote the community interest in reasonable stability in the registration of cannabis and hemp retail businesses for now and in the future, and that these provisions are in the public interest and for the public good.

910.02 Statutory Authorization

Minn. Stat. §342.13 expressly allows the County to adopt reasonable restrictions on the time, place, and manner of the operation of cannabis businesses. Minn. Stat. §342.22 expressly allows the County to issue a registration in a city or township which has provided consent for the County to issue registrations for the jurisdiction. All references to Minnesota Statutes contained in this ordinance shall refer to the current language in law, as amended from time to time.

910.03 Definitions

For purposes of this ordinance, the following terms shall have the meaning given them in this section.

- A. "Adult-use" shall mean approved for sale by OCM or is substantially similar to a product approved by OCM. Adult-use does not include medical products.
- B. "Attorney" shall mean the Rice County Attorney or their designee.
- C. "Board of Commissioners" shall mean the Rice County Board of Commissioners.
- D. "Cannabis retail business" shall mean the retail location of a cannabis business as defined in Minn. Stat §342.01, Subd.14.
- E. "Cannabis flower" shall have the same meaning as defined in Minn. Stat. §342.01, Subd.16.
- F. "Cannabis plant" shall have the same meaning as defined in Minn. Stat. §342.01, Subd. 19.
- G. "Cannabis product" shall have the same meaning as defined in Minn. Stat. §342.01, Subd.20.
- H. "County" shall mean the County of Rice, Minnesota.
- I. "Day care center" shall mean a child care center licensed by the Minnesota Department of Human Services.
- J. "Director" shall mean the Rice County Property Tax and Elections Director or their designee.
- K. "Hemp retail business" shall mean the retail location of a hemp business as defined in Minn. Stat. §342.01, Subd. 34.
- L. "Hemp-derived consumer product" shall have the same meaning as defined in Minn. Stat. §342.01, Subd. 37.
- M. "License preapproval" shall mean a valid license preapproval issued by OCM to an applicant for a state license.
- N. "Lower-potency hemp edible" shall have the same meaning as defined in Minn. Stat. §342.01, Subd. 50.

910.07 Application Submittal

An applicant for a registration or renewal shall fill out an application form, as provided by the Director, and submit the form and required attachments to the Director.

- A. The form shall include, but is not limited to:
 - i. Full name of the property owner and applicant;
 - ii. Address, email address, and telephone number of the applicant;
 - iii. The address and parcel identification number for the property where the cannabis or hemp retail business is located;
- B. The applicant shall include with the form:
 - i. The registration fee or renewal fee as required by this ordinance;
 - ii. A copy of a state license or license preapproval;
 - iii. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. §342.13, including zoning regulations, for the applicable jurisdiction.
 - iv. Payment of all current and delinquent property taxes and assessments for the property where the cannabis or hemp retail business is located, if applicable.
- C. Once an application is considered complete, the Director shall inform the applicant of receipt of a complete application, process the registration or renewal fee, and forward the application to the Attorney and Sheriff for review.
- D. The registration or renewal fee shall be nonrefundable once processed.

910.08 Registration Approval

Prior to issuance of a registration, the Sheriff shall conduct a preliminary compliance check to ensure compliance with local ordinances. The Director shall issue a registration or renewal to an applicant that the Attorney and Sheriff determine adheres to the requirements of Minn. Stat. §342.22 and this ordinance.

- A. A registration shall not be approved if a cannabis retail business registration would exceed the maximum number of registered cannabis retail businesses permitted by this ordinance.
- B. A registration shall not be approved or renewed if the applicant is unable to meet the requirements of this ordinance.
- C. A registration or renewal application that meets the requirements of this ordinance shall be approved.

910.09 Annual Compliance Checks

The Sheriff shall complete at minimum one compliance check per calendar year of each cannabis and hemp retail business to assess if the cannabis or hemp retail business complies with age verification requirements, as required under Minn. Stat. §342.22, Subd. 4(b) and Minn. Stat. §342.24, and compliance with any applicable local ordinance, including zoning regulations, established pursuant to Minn. Stat. §342.13. The Sheriff shall also conduct at minimum one unannounced age verification compliance check at each cannabis and hemp retail business at least once per calendar year. Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or a designated employee of the County. Any failures under this section must be reported to OCM.

910.13 Hours of Operation

A cannabis or hemp retail business shall only make sales of immature cannabis plants and seedlings, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products to customers or patients, as permitted by a state license, between 10:00 a.m. and 10:00 p.m. Monday through Sunday. Nothing in this section shall prohibit a hemp retail business from making sales for on-site consumption during the on-sale liquor license hours of the same establishment if the business is in possession of an on-site consumption endorsement from OCM.

910.14 Local Government as a Cannabis Retailer

A municipality may establish, own, and operate a municipal cannabis retail business subject to the restrictions in this Ordinance. A municipal cannabis retail store shall not be included in any limitation of the number of registered cannabis retail businesses under section 910.11. A municipal cannabis retail store shall be subject to all same rental license requirements and procedures applicable to all other applicants.

910.15 Enforcement

The Director, in coordination with the Attorney and Sheriff, is responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a license, registration, permit or other approval is required for a regulated activity listed in this ordinance.

910.16 Severability

If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

910.17 Effective Date

This ordinance shall be in full force and effect from and after its passage and publication pursuant to law.

Dated this _____ day of _____, 2024

RICE COUNTY BOARD OF COMMISSIONERS

Galen Malecha, Chairperson

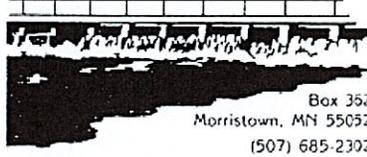
ATTEST:

Sara Folsted, County Administrator

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



RESOLUTION 2024-42

RESOLUTION TO DELEGATE AUTHORITY TO RICE COUNTY FOR CANNABIS AND HEMP BUSINESS RETAIL REGISTRATION

WHEREAS, the State of Minnesota legalized adult use of cannabis by an Act of the Legislature in 2023 and further amended the Act in 2024; and

WHEREAS, the Act establishes a framework for state licensing and local government retail registration of cannabis and hemp businesses; and

WHEREAS, the Act allows a city to provide consent for a county to issue a cannabis or hemp business retail registration within the city; and

WHEREAS, cannabis and hemp business retail registration will include processing of applications, registration fees, compliance checks, and other requirements; and

WHEREAS, Rice County intends to adopt a cannabis and hemp business retail registration ordinance; and

WHEREAS, the ordinance will establish a process and criteria for the issuance of cannabis and hemp business retail registrations and may place a limit on the number of cannabis business retail registrations that may be issued within the county; and

WHEREAS, approval of this resolution will transfer the duties associated with issuing cannabis and hemp business retail registrations to the county; and

WHEREAS, this resolution does not preclude the city from issuing cannabis and hemp business retail registrations sometime in the future should it desire to do so and provides at least a 90-day notice to the County;

NOW THEREFORE BE IT RESOLVED, that the City of Morristown hereby delegates to Rice County the authority to issue cannabis and hemp business retail registrations within their jurisdiction that lies within Rice County.

Adopted this 4th day of November, 2024.

Mayor: _____
(Signature)

Attest: City Clerk: _____
(Signature)



Application for Payment
(Unit Price Contract)
No. Four

Eng. Project No.: MORRT 175931

Location: Morristown, Minnesota

Contractor <u>Holtmeier Construction, Inc.</u>	Contract Date <u>May 21, 2024</u>
<u>3301 Third Avenue</u>	
<u>Mankato, MN 56001</u>	Contract Amount <u>\$ 2,495,098.58</u>

Contract for 2024 Street and Utility Improvement Project

Application Date <u>Nov. 4, 2024</u>	For Period Ending <u>October 23, 2024</u>
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Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
BASE BID							
Street, Curb							
2021.501	MOBILIZATION	LUMP					
		SUM	1.0	0.95	0.95	\$49,413.00	\$46,942.35
2101.524	CLEARING (12"-28" DIAMETER)	TREE	1.0	4.0	4.0	\$750.00	\$3,000.00
2101.524	GRUBBING (12"-28" DIAMETER)	TREE	1.0	8.0	8.0	\$150.00	\$1,200.00
2104.503	REMOVE CURB AND GUTTER	LIN FT	392.0	340.0	340.0	\$2.00	\$680.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	715.0	826.0	826.0	\$3.00	\$2,478.00
2104.518	REMOVE CONCRETE WALK	SQ FT	6,190.0	5,846.0	5,996.0	\$0.75	\$4,497.00
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	11,257.0	12,550.9	12,550.9	\$2.00	\$25,101.80
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	550.0	582.5	582.5	\$3.50	\$2,038.75
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	655.0	459.2	459.2	\$6.50	\$2,984.80
2105.504	GEOTEXTILE FABRIC, TYPE 5, (NON-WOVEN)	SQ YD	14,790.0	12,000.0	12,161.3	\$1.65	\$20,066.13
2105.609	MINOR GRADING	ROAD STA	24.0	15.0	15.0	\$1,000.00	\$15,000.00
2105.609	CRUSHED ROCK (PIPE FOUNDATION) MNDOT 3149.2G2	TON	400.0	242.4	242.4	\$23.55	\$5,708.52
2106.507	EXCAVATION-COMMON (EV) (P)	CU YD	10,040.0	10,040.0	10,040.0	\$12.40	\$124,496.00
2106.507	EXCAVATION-SUBGRADE (EV)	CU YD	1,004.0	483.0	483.0	\$10.75	\$5,192.25
2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	4,930.0	4,930.0	4,930.0	\$16.05	\$79,126.50
2112.519	SUBGRADE PREPARATION	ROAD STA	36.0	7.0	7.0	\$580.00	\$4,060.00
2118.509	AGG SURFACING, CLASS 5 (DRIVEWAYS, 100% CRUSHED LIMESTONE)	TON	625.0	5.4	5.4	\$30.75	\$166.05
2123.510	INVESTIGATIVE EXPLORATION	HOUR	10.0	11.0	12.0	\$285.00	\$3,420.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	10.0	8.0	8.0	\$125.00	\$1,000.00
2130.523	WATER (DUST CONTROL)	M GALLON	40.0	0.0	0.0	\$60.00	\$0.00
2211.507	SHOULDER BASE AGGREGATE	TON	63.0	45.1	45.1	\$53.70	\$2,421.87
2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	3,287.0	3,287.0	3,287.0	\$30.95	\$101,732.65
2302.502	DRILL AND GROUT REINFORCEMENT BARS	EACH	82.0	13.0	84.0	\$10.00	\$840.00
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	875.0	0.0	55.2	\$0.01	\$0.55
2360.504	TYPE SP 9.5 WEARING COURSE MIX (2,B)(SPWEA230B) (4")	SY	210.0	0.0	171.2	\$44.00	\$7,531.92

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	44.3	54.5	54.5	\$894.30	\$48,739.35
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (DESIGN H)	LIN FT	14.5	14.5	14.5	\$458.45	\$6,647.53
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (TYPE 477)	LIN FT	25.4	19.5	19.5	\$499.40	\$9,738.30
2506.502	CONSTRUCT DRAINAGE STRUCTURE SPECIAL #1 (NYLOPLAST 12")	EACH	6.0	7.0	7.0	\$1,146.25	\$8,023.75
2506.502	CONSTRUCT DRAINAGE STRUCTURE SPECIAL #2 (NYLOPLAST 18")	EACH	9.0	4.0	4.0	\$1,661.70	\$6,646.80
2506.502	CONSTRUCT DRAINAGE STRUCTURE SPECIAL #3 (NYLOPLAST 24")	EACH	3.0	6.0	6.0	\$2,183.80	\$13,102.80
2506.502	CONSTRUCT DRAINAGE STRUCTURE SPECIAL #4 (ROOF DRAIN)	EACH	3.0	0.0	0.0	\$1,292.35	\$0.00
2506.502	CASTING ASSEMBLY (STORM)	EACH	26.0	26.0	26.0	\$1,022.20	\$26,577.20
2506.602	CONNECT TO EXISTING STORM SEWER PIPE	EACH	1.0	4.0	4.0	\$450.00	\$1,800.00
2506.602	CONNECT TO EXISTING STORM SEWER SPECIAL	EACH	4.0	7.0	7.0	\$425.00	\$2,975.00
2506.602	CONNECT TO EXISTING DRAINAGE STRUCTURE	EACH	2.0	2.0	2.0	\$650.00	\$1,300.00
2506.602	CONNECT STORM SPECIAL	EACH	5.0	0.0	0.0	\$443.30	\$0.00
2506.602	STORM SEWER CROSSING	EACH	3.0	4.0	4.0	\$750.00	\$3,000.00
	Storm Sewer Total						\$385,517.33
Sanitary Sewer							
2104.502	SALVAGE MANHOLE CASTING (SANITARY)	EACH	10.0	10.0	10.0	\$75.00	\$750.00
2503.601	SANITARY SEWER SPOT REPAIR #1	LUMP SUM	1.0	1.0	1.0	\$5,441.35	\$5,441.35
2503.601	SANITARY SEWER SPOT REPAIR #2	LUMP SUM	1.0	1.0	1.0	\$5,505.95	\$5,505.95
2506.502	CASTING ASSEMBLY, NEENAH R-1642 (SANITARY SEWER)	EACH	10.0	0.0	10.0	\$1,453.15	\$14,531.50
2506.502	EXTERNAL MANHOLE SEAL	EACH	10.0	0.0	9.0	\$246.80	\$2,221.20
2506.602	ADJUST SANITARY SEWER MANHOLE	EACH	2.0	1.0	1.0	\$1,766.60	\$1,766.60
2506.602	SANITARY SEWER SERVICE REPAIR	EACH	5.0	7.0	7.0	\$471.25	\$3,298.75
	Sanitary Sewer Total						\$33,515.35
Water Main							
2104.502	REMOVE GATE VALVE	EACH	5.0	2.0	5.0	\$100.00	\$500.00
2104.502	REMOVE HYDRANT	EACH	2.0	1.0	1.0	\$300.00	\$300.00
2104.503	REMOVE OR ABANDON WATER MAIN	LIN FT	2,398.0	742.0	742.0	\$5.50	\$4,081.00
2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1.0	1.00	1.00	\$12,500.00	\$12,500.00
2504.602	CONNECT TO EXISTING WATER MAIN (6", 8" & 10")	EACH	10.0	11.0	11.0	\$1,699.70	\$18,696.70
2504.602	HYDRANT SYSTEM	EACH	5.0	5.0	5.0	\$5,745.45	\$28,727.25
2504.602	LOWER WATER MAIN	EACH	2.0	0.0	0.0	\$1,750.00	\$0.00
2504.602	4" GATE VALVE & BOX	EACH	1.0	1.0	1.0	\$2,107.45	\$2,107.45
2504.602	6" GATE VALVE & BOX	EACH	8.0	8.0	8.0	\$2,246.20	\$17,969.60
2504.602	8" GATE VALVE & BOX	EACH	16.0	16.0	16.0	\$3,228.55	\$51,656.80
2504.602	1" or 2" CORPORATION STOP WITH SADDLE	EACH	23.0	27.0	27.0	\$332.00	\$8,964.00
2504.602	1" or 2" CURB STOP & BOX	EACH	23.0	26.0	26.0	\$624.80	\$16,244.80

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2573.502	STABILIZED CONSTRUCTION ENTRANCE	EACH	1.0	0.0	0.0	\$0.01	\$0.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	11.0	3.0	3.0	\$175.00	\$525.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	60.0	0.0	0.0	\$3.00	\$0.00
2574.507	BOULEVARD TOPSOIL BORROW (CV)	CU YD	140.0	115.0	250.0	\$18.75	\$4,687.50
2521.630	SODDING TYPE LAWN	SQ YD	410.0	410.0	593.0	\$10.00	\$5,930.00
2575.504	OVER-SEEDING	SQ YD	245.0	0.0	0.0	\$0.75	\$0.00
2575.504	WEED SPRAYING	SQ YD	450.0	0.0	0.0	\$0.10	\$0.00
2575.523	WATER (TURF RESTORATION)	M					
		GALLON	70.0	0.0	0.0	\$30.00	\$0.00
2575.604	TURF ESTABLISHMENT (TEMPORARY)	SQ YD	900.0	0.0	0.0	\$0.75	\$0.00
2575.604	TURF ESTABLISHMENT (PERMANENT)	SQ YD	490.0	245.0	245.0	\$1.75	\$428.75
2582.503	4" SOLID LINE PAINT (WHITE)(PARKING SPOT)	LIN FT	1,260.0	3,371.43	3,371.43	\$0.70	\$2,360.00
2582.518	PAVEMENT MESSAGE PAINT (WHITE)(HANDICAP SYMBOL)	SQ FT	10.5	0.0	10.5	\$6.00	\$63.00
	Street, Curb & Gutter, Sidewalk, Driveways, Drainage Pipe Total						\$331,033.06
Storm Sewer							
2503.503	8" PIPE SEWER	LIN FT	84.0	87.0	87.0	\$40.25	\$3,501.75
2503.503	12" PIPE SEWER	LIN FT	193.0	182.0	182.0	\$40.95	\$7,452.90
2503.503	15" PIPE SEWER	LIN FT	110.0	109.0	109.0	\$48.00	\$5,232.00
2503.503	18" PIPE SEWER	LIN FT	298.0	297.0	297.0	\$51.50	\$15,295.50
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	11.2	11.13	11.13	\$643.85	\$7,166.05
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (TYPE 477)	LIN FT	2.7	11.32	11.32	\$593.05	\$6,713.33
2506.502	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (NYLOPLAST 12")	EACH	1.0	2.0	2.0	\$1,173.10	\$2,346.20
2506.502	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (NYLOPLAST 24")	EACH	2.0	1.0	1.0	\$2,505.90	\$2,505.90
2506.502	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (ROOF DRAIN)	EACH	4.0	4.0	4.0	\$1,295.50	\$5,182.00
2506.502	CASTING ASSEMBLY (STORM)	EACH	6.0	0.0	6.0	\$965.65	\$5,793.90
2506.502	CONNECT STORM SPECIAL	EACH	3.0	3.0	3.0	\$250.00	\$750.00
	Storm Sewer Total						\$61,939.53
	TOTAL ALTERNATE 1						\$392,972.59
ALTERNATE 2							
2503.603	SEWER INSPECTION (VIDEO INSPECTION MAINLINE)	LIN FT	28,000.0	0.0	0.0	\$0.85	\$0.00
	TOTAL ALTERNATE 2						\$0.00
CHANGE ORDER #1							
	GEOGRID (TRIAx TYPE 2)	SQ YD	1,866.7	3,426.0	3,426.0	\$3.60	\$12,333.60
	TOTAL CHANGE ORDER #1						\$12,333.60

Application for Payment (continued)

Original Contract Amount	<u>\$2,495,098.58</u>	Total Amount Earned	\$ <u>2,240,231.87</u>
Revised Contract Amount	<u>\$2,549,440.43</u>		
Material Suitably Stored on Site, Not Incorporated into Work			
Contract Change Order No. 1	<u>\$12,333.60</u>	Percent Complete	<u>NA (included above)</u>
Contract Change Order No. 2	<u>\$30,846.00</u>	Percent Complete	<u>NA (included above)</u>
Contract Change Order No. 3	<u>\$11,162.25</u>	Percent Complete	<u>NA (included above)</u>
Contract Change Order No. 3	<u>\$11,094.00</u>	Percent Complete	<u>NA (included above)</u>
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>2,240,231.87</u>
AFP No. 1:	<u>\$128,865.22</u>	AFP No. 6:	_____
AFP No. 2:	<u>\$622,566.72</u>	AFP No. 7:	_____
AFP No. 3:	<u>\$909,516.65</u>	AFP No. 8:	_____
AFP No. 4:	<u>\$344,036.73</u>	AFP No. 9:	_____
AFP No. 5:	_____		
		LESS <u>5</u> % RETAINAGE	\$ <u>112,011.59</u>
		AMOUNT DUE TO DATE	\$ <u>2,128,220.28</u>
		LESS PREVIOUS APPLICATIONS	\$ <u>2,004,985.32</u>
		AMOUNT DUE THIS APPLICATION	\$ <u>123,234.96</u>

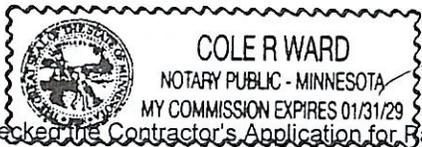
CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2024 Street and Utility Improvement Project, Morristown, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date 11-1-24, 20____ Holtmeier Construction, Inc.
(Contractor)

COUNTY OF Blue Earth)
STATE OF Minnesota) SS By [Signature] Proj Manager
(Name and Title)

Before me on this 1 day of November, 2024, personally appeared _____
Jim Voda known to be, who being duly sworn did depose and say that he is the COO (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

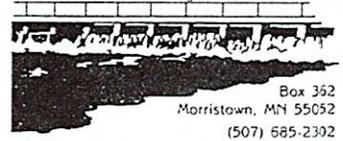
My Commission expires 01-31-29  [Signature]
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

Short Elliott Hendrickson Inc.

[Signature] By Douglas J. Scott, PE (Lic. MN)
Date October 31, 2024



AGENDA MEMO

Agenda Item: L-City Clerk – Temporary Overtime

To: City Council

From: Cassie Eldeen

Meeting Date: 11/4/2024

Meeting Type: Regular Meeting

Subject: Temporary Overtime

Action Requested: Make a motion to approve Overtime for City Clerk while Ellen is out

Staff Recommends:

Committee Recommends: N/A

Attachments:

Previous Council Action: No action taken.

Overview: With additional duties from City Administrator being out on leave and spending numerous hours per week being contacted by residents in the Assessment Appeal, looking up information, or contacting the City Attorney; not everything is getting done. City Clerk is requesting permission to have overtime, only if necessary.