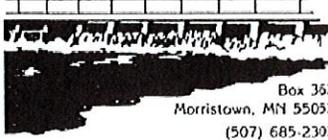


City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN CITY COUNCIL MEETING AGENDA

Regular Meeting 7:00 p.m.

Monday, May 1, 2023

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Additions/Corrections to Agenda:**
4. **Comments and Suggestions from Citizens Present:**
5. **Consent Agenda:** - These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event, the item will be removed from the Consent Agenda and placed elsewhere on the agenda.
 - A. Police Report – April 2023 – Will be sent in separate email when received
 - B. Fire Department Report – April 2023
 - C. Public Works Report – April 2023
 - D. City Council Meeting Minutes – Regular Meeting 4/3/2023
 - E. Zoning Board Meeting Minutes – 4/20/2023
 - F. Financial Reports – 4/30/23 – to come in separate email
 - G. Claims and Accounts – To be handed out Monday night after month-end
 - H. Water Bill Delinquency Report
6. **Unfinished Business:**
 - A. 304 Division St N – Vehicle Update, Fine remains unpaid. Mark to send strongly worded letter and \$200 fine.
 - B. Parental Leave Policy
 - C. Park Bathrooms Update
 - D. Washington St E, Ann St E, 1st St SE – Asphalt Bids
7. **New Business:**
 - A. Water Drainage – Arlen Krause to discuss
 - B. Melchert – Fill in ditch in front of house
 - C. Seasonal Hiring Decision
 - D. Public Works Operator – Part-time – Hire for Position
 - E. City Investment Plan
 - F. Ralph Progress Report
 - G. Baseball Field Fence Approval
 - H. Elect new Zoning Board member
8. **Correspondence and Announcements:**
9. **Council Discussion and Concerns:**
10. **Adjournment:**
11. **Next Meeting:** Wednesday, June 5, 2023 – 7:00 p.m.

Public Works Council Report

April 2023

GENERAL

-

WATER

- Continue daily checks, weekly PM's

WASTEWATER

- Preparing for spring biosolids hauling/removal
- Continue daily checks, readings, cleaning plant

STREETS

- Spring street clean up, pothole repairs, storm drain clean-out, sweeping, boulevard (grass) repair after winter plowing

PARKS/COMPOST

- Cleaning up parks – sticks, branches, grass repair
- Add more garbage cans and garbage removal
- Compost Site – open for season, maintain piles
- Open bathrooms at Babe Nordmeier Field

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Monday, April 3, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Joe Caldwell, Leon Gregor

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Travis Mullenmeister (Public Works), Bruce Morris (Fire Department), Loren Dahle, Jack Schwichtenberg, Mike O'Rourke, Marv Velzke, Tim Flaten, Kyle Morris, Steve Nordmeirer, Todd Schmidtke, Austin Schulz, Ralph Barney, Matt Rossow,

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Monday, March 6, 2023, at 7:00 p.m. in the Council Chambers at 402 Division St., S, Morristown.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - A. New Business: Ralph & Ellen to Capitol April 11th, Fireman's Dance and rental, 2nd camera for composite site.
4. **Comments and Suggestions from Citizens Present:** Loren Dahle presented the suggestion that the County take over the intersection at Morris Mart to one block south. He noted that traffic in that intersection has increased sufficiently. He also requested that the city place sidewalks over by the mill. Tony informed Mr. Dahle that the county is in early stages of street updates and that has been discussed with county. Marvin Velzke commented on the church's assessment and is unhappy with the 10% increase instead of the maximum 6% that was confirmed by the city. He wanted an explanation – Ellen informed him that the interest started in May 2022 which is on 2023 assessment. So that taxpayers are paying partial 2022 and all of 2023. There is 2 years of interest on the 2023 Tax Statement.
5. **Consent Agenda:** - These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event, the item will be removed from the Consent Agenda and placed elsewhere on the agenda.
 - A. Police Report – March 2023
 - B. Fire Department Report – March 2023
 - C. Public Works Report – March 2023
 - D. City Council Meeting Minutes – Regular Meeting 3/6/2023
 - E. Zoning Board Meeting Minutes – Meeting cancelled, no quorum
 - F. Financial Reports – 3/31/23
 - G. Claims and Accounts – 3/1/23 through 3/31/23
 - H. Water Bill Delinquency Report

Motion by Caldwell, seconded by Gregor and was carried unanimously to approve the Consent Agenda.

Unfinished Business:

- I. 304 Division St N – Vehicle Update – Fine remains unpaid and action to remove vehicles has been taken by the property owner. The Council discussed increasing fine. The Council inquired of Mark what can be done. Mark stated that the city could get a court order to abate but it may be time-consuming and costly. Mark also suggested a firmly written letter and, increase fine. Mark will prepare the letter and send to property owners. Update at May meeting. *Motion by Murphy, seconded by Caldwell and was carried unanimously for City Attorney to prepare and send letter to property owner.*
- J. Maternity Pay – Ellen is requesting 12 weeks of paid maternity leave. Mark confirmed that there is no legal standpoint as to maternity leave. City needs to consider numbers and make a policy for the City. Mark will research other towns/cities. The council will discuss at May meeting.

- K. Resolution 2023-8 – Accepting a Donation from Fire Relief – *Motion by Caldwell, seconded by Gregor and was carried unanimously to accept Resolution 2023 – Accepting a Donation from Fire Relief.*
- L. Jane St Driveway – Ellen began by stating that Seal Kings and M&W come to observe and both companies said they would not be able to fix the issue. M&W looked at everyone else’s driveway and he thinks that if they fix the one in question other residents will also beginning complaining of the same issues. He looked at the overlay and stated that it was bad overlay. Tony inquired about putting a drain on either side of the driveway – Tony and Travis will take a look at the driveway and try and come up with a solution.
- M. Bucs Night Out – Council review paperwork. Connie will reach out to the committee and request copy of liability insurance.
- N. Portable Restrooms Quotes – Ellen requested vendors, Rent & Save, Johnny on the Spot, and Flom Septic & Drain. Only Rent & Save (\$140 Handicap/Standard \$75) and Johnny on the Spot (\$130 Handicap/\$110 Standard) responded with quotes. The Council discussed the options and agreed on Rent & Save to supply 2 handicap; one for Centennial Park and baseball park; and one standard for Centennial Park. *Motion by Golombeski, seconded by Gregor and was carried unanimously to contract Rent & Save for two handicap and one standard portable restrooms for Centennial Park and the Nordmeirer Baseball Field.*
- O. Approval to send out Bids for Park Bathrooms – Mike O’Rourke presented specifications for the park bathroom. *Motion by Murphy, seconded by Gregor and was carried unanimously to proceed with gathering bids and present to Council.*

6. New Business:

- A. Resolution 2023-9 – Approving Fire Department Official’s Pay for 2023 – *Motion by Murphy, seconded by Caldwell and was carried unanimously to approve Resolution 2023-9 – Approving Fire Department Officer’s Pay for 2023.*
- B. Seasonal Summer Help – Val, John (\$20.00), Richard – The Council discussed the part-time summer hiring for 2 positions at \$20/hr. and one backup position also at \$20.00. The city will post the open positions on the website and will accept applications until April 21st. A work session will be scheduled, and the position will be offered to the applicants chosen. *Motion by Murphy, seconded by Caldwell and was carried unanimously to post the seasonal summer part-time positions available at the payrate of \$20.00.*
- C. Ralph Liability Insurance Reimbursement – *Motion by Caldwell, seconded by Murphy and was carried unanimously to accept reimbursement to R. Barney for \$350.00 for Liability Insurance coverage.*
- D. Ralph Progress Report – R. Barney discussed his progress up that the State Capital with respect to \$1.5 million and possibly more for the city. He will continue to work with the Representatives at the Capital.
- E. MRWA Training – Tracer wire and hydrant repair, May 24th & 25th, Chanhassen \$300 – *Motion by Murphy, seconded by Golombeski and was carried unanimously to approve the MRWA Training at the cost of \$300 for E. Judd to attend.*
- F. Pump Maintenance Agreement with MN Pump Works – *Motion by Caldwell, seconded by Gregor and was carried unanimously to accept the Minnesota Pump Maintenance agreement for a 3-year lock-in priced at \$760.00.*
- G. Liquor and Tobacco License Renewal for 2023 – *Motion by Gregor, seconded by Caldwell and was carried unanimously to accept the Liquor and Tobacco License Renewals for 2023.*
- H. Washington St E – Gravel or Asphalt, Ann St E, 1st St SE – Roads are in pretty bad shape. M&W was asked to come out and look at area and see if there is anything that can be done – M&W informed E. Judd that it is too far gone to fix - they could patch the areas at an estimated cost of \$32,000. Discussion was tabled until May meeting.
- I. SEH Road Construction Proposal – No discussion. Tabled until May meeting.

- J. Lawn Spraying Service Quotes – 3 quotes were presented to council. Council discussed the 3 quotes and concluded to offer the job to Filan Lawn Service. The baseball field is excluded from spraying. *Motion by Gregor, seconded by Murphy and was carried unanimously to approve and offer the lawn spraying service to Filan Lawn Service for the amounts of \$1,410.50 per spray.*
- K. Dam Days Street Closing – Main St W, from Division to Second St from 12PM on Wednesday 5/31/23 through Monday 6/5/23 – *Motion by Caldwell, seconded by Gregor and was carried unanimously to the Dam Days Street closing of Main St. from Division to 2nd St from 12pm on Wednesday, May 31, 2023, to Monday, June 5, 2023.*
- L. Esri Renewal – Morristown’s GIS mapping system – No motion needed. Esri added to budget.
- M. Schedule Work Session for Investment Plan / Invest in CD’s – *Motion by Golombeski, seconded by Gregor and was carried unanimously to schedule a Work Session for April 26, 2023, at 7:00 p.m. Motion by Golombeski, seconded by Gregor and was carried unanimously to close regular and open closed meeting with respect Travis Mullenmeister review.*
- N. Review for Travis Mullenmeister – Council discussed current pay rate and job performance - all agreed that it is going well. Travis will receive a raise of \$1.03/hr. retro back to December 2022. *Motion by Golombeski, seconded by Murphy and was carried unanimously to close closed meeting and open regular meeting.*
- O. Ralph and Ellen to Capital on April 11th
7. **Correspondence and Announcements:**
8. **Council Discussion and Concerns:**
9. **Adjournment:** *Motion by Golombeski, seconded by Gregor and was carried unanimously to adjourn the April 3, 2023 meeting at*
10. **Next Meeting:** Monday, May 1, 2023 – 7:00 p.m.

Tony Lindahl, Mayor

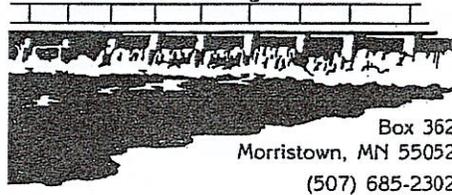
Attest,

Connie Medeiros, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting 7:00 p.m.

Thursday, April 20, 2023

Members Present: Jim Lonergan, Kurt Wolf, Faye Golombeski (via phone)

Others Present: Connie Medeiros (City Clerk), Ralph Barney (Zoning Administrator), Val Kruger, Mike O'Rourke, Brandan Hachfeld, Arlen Krause

1. **Call to Order:** The Morristown Zoning Board regular meeting was called to order at 7:10 p.m. by Lonergan on Thursday, April 20, 2023, in the Council Chambers in City Hall, at 402 Division St., S.
2. **Additions/Corrections to Agenda:** None presented.
3. **Additions/Corrections of Meeting Minutes:** None presented.
4. **Report Council Action Taken at Last Meeting:** None with respect to Zoning.
5. **Requests to be heard:**

M. O'Rourke presented the plans/designs for the Centennial Park bathrooms. Zoning Board gave approval to proceed. No permit needed for city construction.

Val Kruger would like to re-side garage to match home and change out garage doors. He is also looking to construct a moveable shed on the north-west corner of his property. He inquired as to the necessity of permits. It was discussed that a permit is needed to re-side garage but not needed to construct a moveable shed.

B. Hachfeld presented handwritten plans to construct a large garage on his property. The Board questioned the dimensions of the garage. He stated that he owns the property lot adjacent to this his and will contact Rice County about combining both lots into one.

Arlen Krause presented concerns with the storm drain with respect to new construction at 403 Sidney Street, it seems that the runoff from the new construction will be flowing onto his property. We will bring these concerns to the City Council for input.
6. **Old/Unfinished Business:** None.
7. **New Business:**
 - A. Do residents need a permit to install a new sidewalk? Cost of permit? The Board discussed and the answer is no permit is required to install a new sidewalk.
 - B. Live in camper on property on Sidney St? The Board discussed and it is absolutely not allowed to live on owned undeveloped property in a camper and/or fish house.
 - C. Residential solar permitting requirements (email attached). The Board discussed the email, and it was established that the email was a spam/marketing email. No action was taken.
 - D. Val Kruger – Zoning question with respect to projects at his home.
 - E. 404 Main St. – wants more than 5 chickens. Only a maximum of 5 chickens are permitted. Any changes must be directed to City Council.
8. **Zoning Administrator's Report:** R. Barney discussed that now that the weather is shifting, he will be visiting the open permit properties and get feedback from homeowners as to progress of renovations and/or construction.
9. **Board Discussion and Concerns:**
10. **Adjournment:** *Motion by Golombeski, seconded by Wolf and was carried unanimously to adjourn the Thursday, April 20, 2023, Zoning Board Meeting at 8:45 p.m.*
11. **Next Regular Meeting:** Thursday, May 18, 2023, at 7:00 p.m.

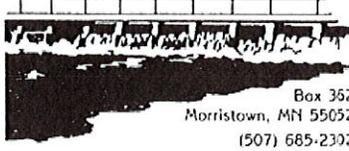
Connie Medeiros

Connie Medeiros
City Clerk/Treasurer

City of Morrystown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362

Morrystown, MN 55052

(507) 685-2302

PAID PARENTAL LEAVE POLICY

Purpose/Objective

The City of Morrystown will provide up to 8 weeks of paid parental leave to employees following the birth of an employee's child. The purpose of paid parental leave is to enable the employee to care for and bond with the newborn. This policy will run concurrently with Family and Medical Leave Act (FMLA) leave, as applicable. This policy will be in effect for births occurring on or after May 1st, 2023.

Eligibility

Eligible employees must meet the following criteria:

- Have been employed with the City of Morrystown for at least 12 months consecutively.
- Have worked at least 1,250 hours during the 12 consecutive months immediately preceding the date the leave would begin.
- Be a full-time regular employee (interns, part-time, and temporary employees are not eligible for this benefit).

In addition, employees must meet one of the following criteria:

- Have given birth to a child.
- Be a spouse or committed partner of a woman who has given birth to a child.

Amount, Time Frame and Duration of Paid Parental Leave

- Eligible employees will receive a maximum of 8 weeks of paid parental leave per birth.
- Each week of paid parental leave is compensated at 65 percent of the employee's regular, straight-time weekly pay. Paid parental leave will be paid on a biweekly basis on regularly scheduled pay dates.
- Approved paid parental leave will begin the day the employee comes home from the hospital, and will continue for the duration of 8 weeks. Paid parental leave may not be used or extended beyond this eight-week time frame.
- Prior to the commencement of paid parental leave, the employee will be compensated through accrued Personal Time Off (PTO) or Long-Term Absence (LTA).

- At any time during the paid parental leave, employees may, at their discretion, work at 100 percent of their regular straight-time weekly pay, following the approval of City Council. A day worked will not be cumulative with parental leave.
- At no time will the employee be compensated for more than 40 hours per week.
- Any unused paid parental leave will be forfeited at the end of the eight-week time frame.
- Upon termination of the individual's employment at the company, he or she will not be paid for any unused paid parental leave for which he or she was eligible.

Coordination with Other Policies

- Paid parental leave taken under this policy will run concurrently with leave under the FMLA; thus, any leave taken under this policy that falls under the definition of circumstances qualifying for leave due to the birth of a child. The leave will be counted toward the 12 weeks of available FMLA leave per a 12-month period. All other requirements and provisions under the FMLA will apply. In no case will the total amount of leave—whether paid or unpaid—granted to the employee under the FMLA exceed 12 weeks during the 12-month FMLA period. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA.
- After the paid parental leave is exhausted, the balance of FMLA leave will be compensated through employees' accrued Personal Time Off (PTO) or Long Term Absence (LTA). Upon exhaustion of PTO and LTA, any remaining leave will be unpaid leave. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA.
- The City of Morristown will maintain all benefits for employees during the paid parental leave period just as if they were taking any other company paid leave such as paid vacation leave or paid sick leave.
- If a company holiday occurs while the employee is on paid parental leave, such day will be charged to holiday pay; however, such holiday pay will not extend the total paid parental leave entitlement.

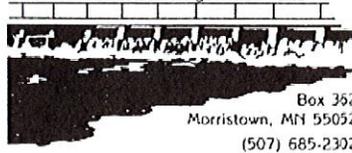
Requests for Paid Parental Leave

- The employee will provide his or her supervisor notice of the request for leave at least 60 days prior to the proposed date of the leave (or if the leave was not foreseeable, as soon as possible).
- As is the case with all city policies, the City of Morristown has the exclusive right to interpret this policy.

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 352
Morristown, MI 55052
(507) 685-2302

PAID PARENTAL LEAVE POLICY

Purpose/Objective

The City of Morristown will provide up to 10 weeks of paid parental leave to employees following the birth of an employee's child. The purpose of paid parental leave is to enable the employee to care for and bond with the newborn. This policy will run concurrently with Family and Medical Leave Act (FMLA) leave, as applicable. This policy will be in effect for births occurring on or after May 1st, 2023.

Eligibility

Eligible employees must meet the following criteria:

- Have been employed with the City of Morristown for at least 12 months consecutively.
- Have worked at least 1,250 hours during the 12 consecutive months immediately preceding the date the leave would begin.
- Be a full-time regular employee (interns, part-time, and temporary employees are not eligible for this benefit).

In addition, employees must meet one of the following criteria:

- Have given birth to a child.
- Be a spouse or committed partner of a woman who has given birth to a child.

Amount, Time Frame and Duration of Paid Parental Leave

- Eligible employees will receive a maximum of 8 weeks of paid parental leave per natural birth, or 10 weeks paid parental leave per birth by cesarean delivery.
- Each week of paid parental leave is compensated at 65 percent of the employee's regular, straight-time weekly pay. Paid parental leave will be paid on a biweekly basis on regularly scheduled pay dates.
- Approved paid parental leave will begin the day the employee comes home from the hospital, and will not continue for longer than the duration of the approved 8 or 10 weeks. Paid parental leave may not be used or extended beyond this eight-week or ten-week time frame.

- Prior to the commencement of paid parental leave, the employee will be compensated through accrued Personal Time Off (PTO) or Long-Term Absence (LTA).
- At any time during the paid parental leave, employees may, at their discretion, work at 100 percent of their regular straight-time weekly pay, following the approval of City Council. A day worked will not be cumulative with parental leave.
- At no time will the employee be compensated for more than 40 hours per week.
- Any unused paid parental leave will be forfeited at the end of the approved eight-week or ten-week time frame.
- Upon termination of the individual's employment at the company, he or she will not be paid for any unused paid parental leave for which he or she was eligible.

Coordination with Other Policies

- Paid parental leave taken under this policy will run concurrently with leave under the FMLA; thus, any leave taken under this policy that falls under the definition of circumstances qualifying for leave due to the birth of a child. The leave will be counted toward the 12 weeks of available FMLA leave per a 12-month period. All other requirements and provisions under the FMLA will apply. In no case will the total amount of leave—whether paid or unpaid—granted to the employee under the FMLA exceed 12 weeks during the 12-month FMLA period. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA.
- After the paid parental leave is exhausted, the balance of FMLA leave will be compensated through employees' accrued Personal Time Off (PTO) or Long Term Absence (LTA). Upon exhaustion of PTO and LTA, any remaining leave will be unpaid leave. Please refer to the Family and Medical Leave Policy for further guidance on the FMLA.
- The City of Morristown will maintain all benefits for employees during the paid parental leave period just as if they were taking any other company paid leave such as paid vacation leave or paid sick leave.
- If a company holiday occurs while the employee is on paid parental leave, such day will be charged to holiday pay; however, such holiday pay will not extend the total paid parental leave entitlement.

Requests for Paid Parental Leave

- The employee will provide his or her supervisor notice of the request for leave at least 60 days prior to the proposed date of the leave (or if the leave was not foreseeable, as soon as possible).
- As is the case with all city policies, the City of Morristown has the exclusive right to interpret this policy.

Recommended
Alternate

W W BLACKTOPPING, INC.
700 INDUSTRIAL ROAD
MANKATO MN 56001
507-387-1518 OFFICE 507-387-2228 FAX

Proposal Submitted To
CITY OF MORRISTOWN
402 DIVISION ST S. PO BOX 362
MORRISTOWN, MN 55052

Date 4-21-2023
Phone ELLEN JUDD 507-497-1287
Job Name STREET IMPROVEMENTS
Job Location 1ST ST, WASHINGTON ST, & ANN ST.
MORRISTOWN

We hereby submit specifications and estimates for:

1ST STREET OPTIONS

- A. 4" ASPHALT, REMOVE AND REPLACE = TOTAL \$13,151.00** *Slightly bigger area*
 - a. AREA 436 SY. REMOVE EXISTING ASPHALT. TEST ROLL EXISTING AGGREGATE BASE. SEE NOTE 2. FINE GRADE AND COMPACT EXISTING AGGREGATE BASE. PAVE A 4" ASPHALT PAVEMENT. DONE IN TWO LIFTS. ADHESIVE TACK OIL TO BOND FINAL LIFT OF WEARING COURSE.
- B. 3" ASPHALT, REMOVE AND REPLACE = TOTAL \$10,810.00**
 - a. AREA 436 SY. REMOVE EXISTING ASPHALT. TEST ROLL EXISTING AGGREGATE BASE. SEE NOTE 2. FINE GRADE AND COMPACT EXISTING AGGREGATE BASE. PAVE A 3" ASPHALT PAVEMENT.
- C. 2" ASPHALT OVERLAY = TOTAL \$6,371.00** *No tie-in to driveways*
 - a. AREA 436 SY. MILL APPROPRIATE HEADERS. CLEAN EXISTING ASPHALT. APPLY AN ADHESIVE TACK OIL TO EXISTING ASPHALT. PAVE A 2" ASPHALT WEARING COURSE.

WASHINGTON STREET OPTIONS *xx if roll test fails: Additional \$8,000 - 9,000*

- A. 4" ASPHALT, REMOVE AND REPLACE = TOTAL \$15,249.00** *bigger area*
 - a. AREA 186' X 24'. 496 SY. REMOVE EXISTING ASPHALT. INSTALL AGGREGATES ALONG PORTION OF WALK TO REDUCE RAMP STEEPNESS ALONG WALK. TEST ROLL EXISTING AGGREGATE BASE. SEE NOTE 2. FINE GRADE AND COMPACT EXISTING AGGREGATE BASE. PAVE A 4" ASPHALT PAVEMENT. DONE IN TWO LIFTS. ADHESIVE TACK OIL TO BOND FINAL LIFT OF WEARING COURSE.
- B. 5" ASPHALT, REMOVE AND REPLACE = TOTAL \$17,740.00** *WW thinks this is too thick*
 - a. AREA 186' X 24'. 496 SY. REMOVE EXISTING ASPHALT. INSTALL AGGREGATES ALONG PORTION OF WALK TO REDUCE RAMP ALONG WALK. TEST ROLL EXISTING AGGREGATE BASE. SEE NOTE 2. FINE GRADE AND COMPACT EXISTING AGGREGATE BASE. PAVE A 5" ASPHALT PAVEMENT. DONE IN TWO LIFTS. ADHESIVE TACK OIL TO BOND FINAL LIFT OF WEARING COURSE.
- C. EXTEND PROJECT ALL THE WAY TO THE END OF WALK TO THE EAST BEHIND THE SCHOOL. TOTAL = 267'.** WW BLACKTOPPING CAN QUOTE UPON REQUEST.

ANN STREET OPTIONS

- A. 4" ASPHALT, REMOVE AND REPLACE = TOTAL \$14,569.00** *longer area*
 - a. AREA 255' X 17'. 482 SY. REMOVE EXISTING ASPHALT. INSTALL AGGREGATES ALONG PORTION OF WALK TO REDUCE RAMP ALONG WALK. TEST ROLL EXISTING AGGREGATE BASE. SEE NOTE 2. FINE GRADE AND COMPACT EXISTING AGGREGATE BASE. PAVE A 4" ASPHALT PAVEMENT. DONE IN TWO LIFTS. ADHESIVE TACK OIL TO BOND FINAL LIFT OF WEARING COURSE.
- B. 5" ASPHALT, REMOVE AND REPLACE = TOTAL \$17,094.00** *too thick*
 - a. AREA 255' X 17'. 482 SY. REMOVE EXISTING ASPHALT. INSTALL AGGREGATES ALONG PORTION OF WALK TO REDUCE RAMP ALONG WALK. TEST ROLL EXISTING AGGREGATE BASE. SEE NOTE 2. FINE GRADE AND COMPACT EXISTING AGGREGATE BASE. PAVE A 5" ASPHALT PAVEMENT. DONE IN TWO LIFTS. ADHESIVE TACK OIL TO BOND FINAL LIFT OF WEARING COURSE.
- C. 2" ASPHALT OVERLAY = TOTAL \$3,522.00**
 - a. AREA 92' X 12'. 123 SY. MILL APPROPRIATE HEADERS. CLEAN EXISTING ASPHALT. APPLY AN ADHESIVE TACK OIL TO EXISTING ASPHALT. PAVE A 2" ASPHALT WEARING COURSE.

NOTE 1: NOT INCLUDED IN TOTAL PRICES: PAINT STRIPING, TURF RESTORATION, SHOULDERING, BACKFILLING, CONCRETE WORK STRUCTURES, CASTINGS, TILE, STORM PIPE, EXCAVATING, STABILIZATION FABRIC, CORRECTION TO BASE WORK, AND OR BONDS.

NOTE 2: WW BLACKTOPPING IS ASSUMING EXISTING AGGREGATE BASE WILL BE SUITABLE FOR ASPHALT PAVING. IF EXISTING AGGREGATES ARE NOT SUITABLE OR IF A SOFT SPOT OCCURS, AN EXCAVATION WILL NEED TO BE PERFORMED WITH NEW AGGREGATES INSTALLED. ADDITIONAL COSTS WILL OCCUR.

Notes:
- overlays: 10 yrs on average, more than suitable
- 5" asphalt: semi or garbage trucks (50,000 lbs), not buses (14,000 lbs)
- call with specific option

M & W Blacktopping, LLC

P.O. Box 247^c Faribault, MN 55021

Phone (507) 332-7974

Fax (507) 362-4608

Email: Clemkemwblacktopping@Gmail.com

ESTIMATE & AGREEMENT

DATE: March 29, 2023

BID: We hereby propose to furnish material and labor to complete the work outlined herein for the sum of:

To: City of Morristown
Attn: Ellen Judd
507-685-2302

_____ Dollars

(\$_____) Payments to be made as follows

We hereby submit specifications and bid for:

North Side of School
Remove existing blacktop
Shape and correct gravel base as needed
Pave 5" of blacktop
2 1/2" base lift
2 1/2" ware lift
FOR THE SUM OF: \$16,125.00

South Side of School
Remove existing blacktop
Shape and correct gravel base as needed
Pave 5" of blacktop
2 1/2" base lift
2 1/2" ware lift
FOR THE SUM OF: \$6,150.00

1st St.
Remove existing blacktop
Shape and correct base as needed
Pave 3" of blacktop
FOR THE SUM OF: \$9,900.00

**FOR THE TOTAL SUM OF:
\$32,175.00**

PRICES SUBJECT TO CHANGE DUE TO OIL PRICES

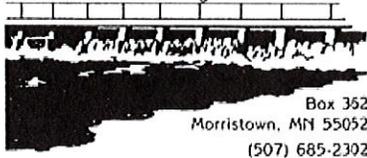
CONTRACTOR'S AGREEMENT		ACCEPTANCE OF BID
We guarantee all material used in this contract to be as specified above And the entire job to be done in a neat, workmanlike manner. Any variations from plan or alterations requiring extra labor or material will be Performed only upon written order and billed in addition to the sum covered By this contract. Agreements made with our workmen are not recognized.		The above specifications, terms and contract are satisfactory, and (I) (we) hereby authorize the performance of this work.
		DATE
DATE	SIGNED	SIGNED
3/29/2023	Chris Lemke	

THIS CONTRACT IS VOID 30 DAYS FROM DATE UNLESS SIGNED AND RETURNED TO BIDDER
WE COMPLY WITH ALL WORKMAN'S COMPENSATION & PROPERTY DAMAGE LIABILITY INSURANCE LAWS.

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



JOB DESCRIPTION

JOB TITLE: Public Works Operator, Part-time

DEPARTMENT: Public Works

POSITION SUMMARY: Public Works functions including inspection, maintenance, and daily operations of the wastewater and water facilities.

SUPERVISOR: Public Works Lead

EMPLOYEE CONTACTS: All city staff and City Council.

RESPONSIBILITIES:

Operate, maintain, and oversee the sanitary sewer and water distribution systems on a part-time basis. This includes, but is not limited to:

- Water tower and well number two:
 - Daily logs
 - Chemical addition
 - Gallon and usage readings
 - Mixer status
 - Lab tests
 - Overall condition of the facility
- Wastewater plant:
 - Daily logs
 - Hour readings
 - Daily logs
 - Lab tests
 - Inspection of equipment
 - Daily cleaning
 - Overall condition of the facility

Safely operate light equipment.

Perform light maintenance on equipment engaged in municipal activities.

Perform other work as required and/or directed.

EDUCATION AND EXPERIENCE: Maintain a Minnesota Class D driver's license.

NECESSARY KNOWLEDGE AND SKILLS:

Knowledge of water distribution systems and wastewater facilities.

Knowledge of the occupational hazards involved and the safety precautions necessary in equipment and plant operation.

Skill in the use and care of tools, vehicles and equipment used in work.

Ability to use a computer.

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, twist and turn and work in confined spaces when installing and making repairs to water and wastewater distribution systems, sometimes for long periods and/or repetitively.

Considerable ability to frequently lift and carry objects of varying weight up to 100 pounds.

Considerable ability to work with and around hazardous chemicals, irritants and strong fumes, and to work with potential exposure to infectious disease.

Considerable ability to work outside in all types of weather.

The noise level in the work environment is usually moderate.

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.

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

Employee Signature _____ Date _____

City of Morristown Mayor or City Administrator _____ Date _____

Proposed Investment Plan

LOCATION	AMOUNT	TERM	INTEREST RATE
Lake Country Bank	\$80,000	12 months	4%
Edward Jones	\$125,000	6 months	5%
Edward Jones	\$125,000	6 months	5%
Edward Jones	\$100,000	12 months	5.05%
Total:	\$430,000		

Notes

- Generally not favorable to pull out of a CD early
- If you have to:
 - Sell the CD for current market value which is determined by what interest rates are doing.
 - We receive any accrued interest.

Ralph Barney

INVOICE

52 Charlotte St
Morristown, MN 55052
507-838-8332

DATE: May 1,, 2023
INVOICE # 102

BILL TO:
City of Morristown
PO Box 362
402 Division St S
Morristown, MN 55052
(507) 685-2302

FOR:
April Lobbyist Services

DESCRIPTION	AMOUNT
April Lobbyist Services per Contract	\$1,000.00
TOTAL	\$1,000.00

EXPLANATION OF CHARGES:

TRIP TO STATE CAPITAL 3D TRIP -
MEETING WITH COMMITTEE MEMBERS (CAPITAL INVESTMENT - PUBLIC SAFETY - RESOURCES COMMITTEE)
TWO MEETINGS WITH GOV. TEHRAN (INFRASTRUCTURE - AND PUBLIC
SAFETY) EMAILS - PHONE CALLS FAXES TO OUR STATE SENATORS -
FOR DURATION OF SESSION I WILL INCLUDE A NEW SCHEDULE

Make all checks payable to Ralph Barney
THANK YOU FOR YOUR BUSINESS!



Prairie Creek Fence, LLC.

15105 Falk Ave
Northfield, MN 55057

ESTIMATE	#10053
ESTIMATE DATE	Apr 24, 2023
TOTAL	\$26,276.80

Morristown Baseball Box 272
Morristown, MN 55052

CONTACT US

(507) 649-9569
office@prairiecreekfence.com

(507) 330-1292
rlbbb@bevcomm.net

ESTIMATE

Services	amount
----------	--------

Ballfield - Outfield	\$26,276.80
----------------------	-------------

Remove existing 4' tall chainlink fabric and gates. Extend line posts to 6' high, Salvage Top rail.
Install approximately 1000' of new 6' tall 9 ga, 2" chainlink fabric.
Place all end posts with 2-1/2" 40wt posts set in 9" x 42" concrete footings

Services - Project Notes

- Install New 6' x 3' wide walk gate in outfield on 2-1/2" posts set in 9" x 42" concrete footings, Offset from fence line.
- Install New 6' x 10' wide gate on 3rd baseline and 6' x 20' wide double gate on 1st baseline. Both with 4" posts set in 12" x 42" concrete footings

Services - Project Notes

TAX EXEMPT

Services subtotal: \$26,276.80

Subtotal	\$26,276.80
----------	-------------

Total	\$26,276.80
--------------	--------------------