



## **Hermantown City Council Meeting – August 3, 2020**

Because attendance at the regular meeting location is not entirely feasible due to the health pandemic, Hermantown's August 3, 2020 City Council Meeting, as well as Pre-Agenda Meeting, will be conducted remotely with limited access to Council Chambers. People can attend in person, but will be expected to follow social distancing guidelines and are required to wear a mask.

Both meetings will utilize the platform "Zoom" - which allows the public to view and/or hear the meeting from their phone or computer. Attendance is allowed at City Hall, with social distancing guidelines to be followed and masks required.

The 6:30 p.m. City Council Meeting will be available at:

<https://us02web.zoom.us/j/88450897998?pwd=ZHV5eHozU09JTmE3UkFYRVpEYzRGdz09>

and/or by calling the number (312) 626-6799 and utilizing the meeting ID number of 884-5089-7998 and the password 376084.

Public comment may be possible, but difficult, during the meeting, but any public comments, questions, or concerns can be e-mailed to Community Engagement Manager, Joe Wicklund, at [jwicklund@hermantownmn.com](mailto:jwicklund@hermantownmn.com) up to 3:30 p.m. the day of the meeting with the e-mail title "August 3, 2020 Meeting." It is important to note that all comments regarding the August 3, 2020 meeting are public data.

A few important tips regarding the Zoom platform:

- If your computer does not support audio, you can still watch the meeting on your computer and call in on your phone to hear the meeting
- It is a challenging situation for all of us, so grace and understanding are appreciated

The 4:30 p.m. Pre-Agenda Meeting will be available at:

<https://us02web.zoom.us/j/85609834466?pwd=cEdReHoycWhEVm5PMjYwRnl6eG05UT09>

and/or by calling the number (312) 626-6799 and utilizing the meeting ID number 856-0983-4466 and the password 267888. Public comment is not a factor in the pre-agenda meeting, but the public is invited to listen to this meeting.



## **AGENDA**

### **Pre-Agenda Meeting Monday, August 3, 2020 at 4:30 p.m. Large Conference Room City Hall - Hermantown Governmental Services Building**

**Pre-agenda:** The Pre-agenda meeting is a work session between the City Council and City staff to review the upcoming City Council meeting and future meetings. The agenda is the same document as the upcoming City Council meeting, but does not follow the same format as the City Council meeting. It is a time for the City Council and City staff to have discussions about the agenda items, and asking and answering questions. Traditionally it is not a time for public comment on the agenda items, as the public can listen to the conversation and ask questions or provide input at the upcoming City Council meeting. (Masks Required)

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### **City Council Meeting August 3, 2020 at 6:30 p.m. Council Chambers City Hall - Hermantown Governmental Services Building**

#### **Invitation to participate:**

The Hermantown City Council welcomes your thoughts, input and opinions to this meeting. The agenda for this meeting contains a brief description of each item to be considered, and the City Council encourages your participation. If you wish to speak on an item contained in the agenda, you will be allowed to address the Council when a motion is on the floor. If you wish to speak on a matter that does not appear on the agenda, you may do so during the public comment period regularly scheduled and set for the beginning of the meeting. (Masks Required)

When addressing the City Council, please state your name and address for the record. Please address the City Council as a whole through the Mayor. Comments to individual Council Members or staff are not permitted. Speakers will be limited to three (3) minutes. (Masks Required)

#### **Order of discussion**

- 1. Reading of the resolution title by Mayor**
- 2. Motion/Second**
- 3. Staff Explanation**
- 4. Initial Discussion by City Council**
- 5. Mayor invites public to speak to the motion (3 minute rule)**
- 6. Follow up staff explanation and/or discussion by City Council**
- 7. Call of the vote**

**CITY OF HERMANTOWN  
AGENDA**

**Pre-Agenda Meeting Monday, August 3, 2020 at 4:30 p.m.  
Large Conference Room  
Hermantown Governmental Services Building**

**City Council Meeting August 3, 2020 at 6:30 p.m.  
Council Chambers  
Hermantown Governmental Services Building**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ANNOUNCEMENTS** *(Council Members may make announcements as needed.)*
5. **PUBLIC HEARING** – *(Only when necessary. The rule adopted three minutes per person if necessary. Any action required after the public hearing will be taken immediately following the closing of the public hearing.)*
6. **COMMUNICATIONS**
  - A. **2020-124** Lavaque Jct. Rd. Residents  
TO: City Officials  
RE: Petition to Not Widen Lavaque Jct. Rd.
  - B. **2020-129** Brian & Sheri Bergeron  
TO: Planning & Zoning Commission  
RE: Letter Against the Flag Lot of Sandra Carlson, 5161 Morris Thomas Rd.
7. **PRESENTATIONS** *(Department Heads may give reports if necessary.)*
  - A. Joe Wicklund, Communications Manager *(Pre-Agenda Only)*  
RE: Lavaque Jct. Road Improvement
8. **PUBLIC DISCUSSION** *(This is the time for individuals to address the Council about any item not on the agenda. The time limit is three minutes per person.)*
9. **CONSENT AGENDA** *(All items on the Consent Agenda are items which are considered routine by the City Council and will be approved by one motion via voice vote. There will be no 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 considered at the end of the Consent Agenda.)*
  - A. **Minutes** - Approval or correction of [July 20, 2020 City Council Continuation Minutes](#)

- B. Accounts Payable** – Approve general city warrants from July 16, 2020 through July 31, 2020 in the amount of \$1,009,352.93

(motion, roll call)

**10. MOTIONS**

**11. ORDINANCES**

**12. RESOLUTIONS** (*Roll call will be taken only on items required by law and items requiring 4/5's votes, all others can be done by voice vote.*)

- A. 2020-105**      Resolution Authorizing The Director Of Finance & Administration To Amend Selected 2020 Budgets

(motion, roll call)

- B. 2020-106**      Resolution Awarding Contract For Nextec Systems For Audio-Visual Technology Upgrades For \$97,298.07

(motion, roll call)

- C. 2020-107**      Resolution Requesting A Variance To State Aid Funding For The City Of Hermantown From Municipal State Aid Funds In The Amount Of \$171,781.94

(motion, roll call)

- D. 2020-108**      Resolution Approving Wetland Replacement Plan For P & R Properties Twin Ports, LLC

(motion, roll call)

- E. 2020-109**      Resolution Approving A Flag Lot Subdivision Of 5161 Morris Thomas Road And Authorizing City Staff To Execute Such Subdivision Upon The Satisfaction Of Certain Conditions

(motion, roll call)

- F. 2020-110**      Resolution Approving A Flag Lot Subdivision Of 5140 Morris Thomas Road And Authorizing City Staff To Execute Such Subdivision Upon The Satisfaction Of Certain Conditions

(motion, roll call)

- G. 2020-111**      Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Agreement Between The Hermantown Police Department And Hermantown Community Schools For Police/School Liaison Officer

(motion, roll call)



**H.**     **2020-112**     Resolution Approving Change Order Number 2 For 2020 Road Improvement District No. 531 & No. 532

(motion, roll call)

**I.**     **2020-113**     Resolution Approving Pay Request Number 3 For 2020 Road Improvement District No. 531 & No. 532 To Ulland Brothers, Inc. In The Amount Of \$533,834.16

(motion, roll call)

**J.**     **2020-114**     Resolution Approving Change Order Number 1 For Sewer Improvement District No. 448

(motion, roll call)

**K.**     **2020-115**     Resolution Approving Change Order Number 2 For Sewer Improvement District No. 448

(motion, roll call)

**L.**     **2020-116**     Resolution Approving Pay Request Number 5 For Sewer Improvement District No 448 To Utility Systems Of America, Inc. In The Amount Of \$188,378.58

(motion, roll call)

**13.     RECESS**

**DATE: 2020**

TO: City Council Members

FROM: John Mulder, City Administrator

RE: Correspondence

In your packet is a correspondence summary log. This briefly summarizes and assigns a log number for written correspondence received at City Hall. You are provided with the summary so that you may request a full copy of any correspondence article of interest to you. Bonnie & I have copied only the correspondence that we believe to be of special interest.

JM

7/16/2020	20-120	Duluth International Airport	City of Hermantown	Pavement Rehabilitation Project	7/14/2020
7/16/2020	20-121	Brian Bergeron, 218-626-5170	Wayne Boucher, Mayor & City Council	Mask Ordinance	7/15/2020
7/16/2020	20-122	Karen Anderson, Ridgewood Apts.	City Council	Mandatory Masks	7/15/2020
7/16/2020	20-123	Stacy Rodd, rodds3535@gmail.com	City Councilor, Gloria Nelson	Mask Ordinance	7/15/2020
7/16/2020	20-124	Lavaque Junction Road Residents	City Officials	Petition Not to Widen Lavaque Junction Rd.	7/15/2020
7/22/2020	20-125	Eric Johnson, Community Development Director	Planning & Zoning Commission	Sandra Carlson, SUB, 5161 Morris Thomas Rd.,	7/21/2020
7/22/2020	20-126	Eric Johnson, Community Development Director	Planning & Zoning Commission	William & Jennifer Wolk, SUB, 5140 Morris Thomas Rd.	7/21/2020
7/22/2020	20-127	Eric Johnson, Community Development Director	Planning & Zoning Commission	David Mesojedec, Rezoning, 3721 Lavaque Rd.	7/21/2020
7/22/2020	20-128	Eric Johnson, Community Development Director	Planning & Zoning Commission	P&R Properties, Wetland Replacement Plan, 5298 Ugstad Rd.	7/21/2020
7/22/2020	20-129	Brian & Sheri Bergeron, 5164 Country Ln.	Planning & Zoning Commission	Letter against granting the application of Sandra Carlson Flag Lot, 5161 Morris Thomas Rd.	7/20/2020
7/22/2020	20-130	Eric Johnson, Community Development Director	David Mesojedec, 3721 Lavaque Rd.	Letter extending 60-day request to rezone	7/22/2020

7/27/2020	20-131	Davie Mesojedec, 3721 Lavaque Rd.	Eric Johnson, Community Development Director	Request to withdraw application for zoning change to commercial for 3721 Lavaque Rd.	7/24/2020
7/28/2020	20-132	Theresa Sunde, Mediacom	City of Hermantown	NFL Network	7/23/2020

PETITION TO REPAIR BUT NOT WIDEN LAVAQUE  
JCT. ROAD.

	DATE	NAME	ADDRESS	Phone #	SIGNATURE
1	6/16/20	B. Bloom	5144 Lavaque Jct		Becky Bloom
2	6/16/20	Candice Peice	5192 <del>Lavaque Rd</del> <sup>ct</sup>	218-729-1058	Candice Peice
3	6/16/20	Constance Bloom	5167 Lavaque Jct.	348-7083	Constance Bloom
4	6/16/20	AMY VAN LOON	5180 LAVAQUE JCT	218 355 0060	Amy V
5	6/16/20	Emilie Slattergren	5159 Lavaque Jct	218-349-2541	Emilie
6	6/16/20	Gail Johnsgaard <del>+ Heidi Hummel</del>	5195 Lavaque Junction	218-729-7737	Gail Johnsgaard
7	6/16/20	Heidi Hummel	5195 Lavaque Jct.	218-355-0878	Heidi Hummel
8	6-16-2020	Mark Hummel Marc Hummel	5195 Lavaque Jct Road	218-260-9860 729-7737	Mark Hummel Anthony Vittora
9	6-7-2020	Anthony Vittora Anthony Vittora	5196 Lavaque Jct. Rd	218-3486223	
10	6-17-2020	Kalina Totabowit Krisen Kimping	5204 Lavaque Jct 5211 Lavaque Jct	218 409-0146 218-408-0804	Kalina Totabowit Krisen Kimping
11	6-17-2020	Charles/Cass Brown	5216 Lavaque Jct Rd.	218-729-6309	Carl Brown
12	6-17-2020	Mansa Williams	5223 Lavaque Jct Rd	718-340-5814	Mansa Williams
13	6-17	Kay Lindquist	5227 LAVAQUE Jct	218-729-7875	Kay Lindquist
14	6-17	Sharon Plattner	5228 Lavaque Jct	218-590-3391	Sharon Plattner
15	6-17	Elli Baker	5259 Lavaque Jct Rd	218 390 1647	Elli Baker
16	6-17	Robin Muench	5275 LAVAQUE JCT RD	218-729-0014	Robin Muench

PETITION TO REPAIR BUT NOT WIDEN  
LAVAQUE JCT. ROAD.

DATE	NAME	ADDRESS	Phone #	SIGNATURE
17	6/17/20 Robin Muench	5275 Lavaque Jct Rd	218-729-0014	RL Muench
18	<del>6/17/20 Robert Murphy</del>	<del>5199 Lavaque Jct Rd</del>	<del>218-729-6428</del>	<del>Robert Murphy</del>
19	6/26/20 Lori Johnston	5154 Lavaque Jct	218-348 2528	
20	6/26/20 Kevin Sullivan	5242 Lavaque Jct.	218-729-0462	Kevin Sullivan
21	6/26/20 Pat Callahan	5217 Lavaque Jct	218-729-6249	Pat Callahan
22	6/27 Andie Rish	5197 Lavaque Jct RD	218 2699611	Andie Rish
23	7/10/20 Kathy Rutka	5194 Lavaque Rd	2183489484	Kathy Rutka
24	7-10-20 Ron Putka	5194 Lavaque Jct Rd	2183485864	Ron Putka
25				
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32				

July 20th, 2020

Planning and Zoning Commission Members  
C/O City of Hermantown  
5105 Maple Grove Road  
Hermantown, MN 55811

Re:

An application by Sandra Carlson for a Subdivision to create a 147-foot-wide parcel of 1.69 acres and a 3.90 acre lot accessed by way of a flag lot of 37 foot width at 5161 Morris Thomas Toad. The property is located in an R-3 zoning district.

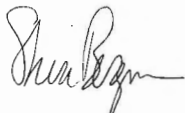
Dear Members,

We are writing to give input regarding Ms. Carlson's plans for the above mentioned parcel.

We live in Country Acres, one of the earlier developments in Hermantown. As such, it was laid out with much larger lots than is common in more recent developments. It is somewhat unique in Hermantown, and we would appreciate the city making efforts to preserve our current environment. If the application passes, we would expect that the housing density in our area would increase. We are asking that the housing density that characterizes Country Acres be maintained in the areas that surround our properties.

We are against granting this application.

Best Regards,



Brian Bergeron  
Sheri Bergeron  
5164 Country Lane  
Hermantown, MN



CITY OF HERMANTOWN  
CITY COUNCIL CONTINUATION MEETING  
July 20, 2020  
6:30 p.m.

**MEETING CONDUCTED IN PERSON & VIA ZOOM**

**Pledge of Allegiance**

**ROLL CALL:** Councilors Geissler, Nelson, Peterson, Mayor Boucher

**CITY STAFF:** John Mulder, City Administrator; Bonnie Engseth, City Clerk; Eric Johnson, Community Development Director; Joe Wicklund, Communications Manager; Jim Crace, Chief of Police; David Bolf, City Engineer; Steve Overom, City Attorney

**ABSENT:**

**VISITORS:** 9

**ANNOUNCEMENTS**

**PUBLIC HEARING**

**PUBLIC HEARING – 2021 Road Improvement District No. 536 (Sundby Road & Swan Lake Road)**

NOTICE OF PUBLIC HEARING ON  
2021 ROAD IMPROVEMENT PLAN  
(SUNDBY ROAD & SWAN LAKE ROAD)

NOTICE IS HEREBY GIVEN, that the City Council of the City of Hermantown will meet in the Council Chambers of Governmental Services Building, 5105 Maple Grove Road, Hermantown, Minnesota, at 6:30 p.m. on Monday, July 20, 2020 to consider the 2021 Road Improvement Plan.

The City Council proposes to proceed in accordance with the provisions of Minnesota Statutes Chapter 429.011 to 429.111 of the Minnesota Statutes.

The area proposed to be assessed for such improvement is every piece and parcel of property benefited by such improvement, whether abutting thereon or not, based upon the benefits received by each piece and parcel.

The estimated cost of such improvement is \$414,000.00.

Proposed assessment: \$9,750.00 per parcel

Such persons as desire to be heard with reference to the proposed improvements will be heard at this meeting. Written or oral comments are encouraged and will be considered at this hearing.

The Public Hearing held Monday, July 20, 2020 regarding the 2021 Road Improvement Plan (Sundby Road & Swan Lake Road) has been recorded, however, has not been transcribed. The following residents spoke about their concerns regarding the 2021 Road Improvement Plan:

Steven Widell, 4725 Swan Lake Rd – He asked why the road was changed from a county road to a city road. He stated that he doesn't think Swan Lake Road is a residential street since most of the traffic is commercial traffic, not residential, and that most of the damage to the road is not from the residents.



Dennis Adamski, 4377 Airbase Rd – He is not on either the Sundby Rd. nor the Swan Lake Rd. and doesn't think he should be assessed.

Public Hearing recessed at 7:05 p.m.

**2020-98**      Resolution Ordering Improvement And Directing Preparation Of Final Plans And Specifications For 2021 Road Improvement District No. 536 (Sundby Road & Swan Lake Road)

Motion made by Councilor Geissler, seconded by Councilor Peterson to adopt Resolution 2020-98, Resolution Ordering Improvement And Directing Preparation Of Final Plans And Specifications For 2021 Road Improvement District No. 536 (Sundby Road & Swan Lake Road). Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

**COMMUNICATIONS**

Communications 2020-115 through and including 2020-119 were read and placed on file.

Communication 2020-115 from Chad Scott, Planning & Zoning Commission Member to Eric Johnson, Community Development Directing regarding Resignation

Communication 2020-118 from Shannon Sweeney Jorgenson, 3605 Lindahl Rd. to Mayor & City Council regarding COVID-19 and Face Masks

**PRESENTATIONS**

**PUBLIC DISCUSSION**

**CONSENT AGENDA**

Motion made by Councilor Peterson, seconded by Councilor Geissler to approve the Consent Agenda which includes the following items:

- A.      Approve July 6, 2020 City Council Minutes
- B.      Approve general city warrants from July 1, 2020 through July 15, 2020 in the amount of \$1,407,018.51

Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

**MOTIONS**

Motion made by Councilor Peterson, seconded by Councilor Nelson to appoint Mayor Boucher as the Ex Officio Member to the Planning & Zoning Commission. Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye.

**ORDINANCES**

**RESOLUTIONS**

**2020-99**      Resolution Directing City Staff To Prepare A Feasibility Report For A Trail Connection Between Morris Thomas Road And Keene Creek Park

Motion made by Councilor Peterson, seconded by Councilor Geissler to adopt Resolution 2020-99, Resolution Directing City Staff To Prepare A Feasibility Report For A Trail Connection Between Morris Thomas Road And Keene Creek Park. Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

**2020-100**      Resolution Approving Change Order Number 4 And Final Pay Request Number 24 For The Essentia Wellness Center To McGough Construction Co. LLC In The Amount Of (\$9,519.00)

Motion made by Councilor Geissler, seconded by Councilor Peterson to adopt Resolution 2020-100, Resolution Approving Change Order Number 4 And Final Pay Request Number 24 For The Essentia Wellness Center To McGough Construction Co. LLC In The Amount Of (\$9,519.00). Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

**2020-101**      Resolution Approving St. Louis County's State Aid Project No. 069-656-019 County State-Aid Highway No. 56 (Morris Thomas Road) Within The City Of Hermantown Corporate Limits

Motion made by Councilor Geissler, seconded by Councilor Nelson to adopt Resolution 2020-101, Resolution Approving St. Louis County's State Aid Project No. 069-656-019 County State-Aid Highway No. 56 (Morris Thomas Road) Within The City Of Hermantown Corporate Limits. Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

**2020-102**      Resolution Authorizing And Directing The Mayor And City Clerk To Execute And Deliver Development Agreement With JLG Enterprises Of Hermantown, LLP

Motion made by Councilor Peterson, seconded by Councilor Geissler to adopt Resolution 2020-102, Resolution Authorizing And Directing The Mayor And City Clerk To Execute And Deliver Development Agreement With JLG Enterprises Of Hermantown, LLP. Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

**2020-103**      Resolution Approving A Proposal From ICS For Professional Services For Community Recreation Initiative

Motion made by Councilor Geissler, seconded by Councilor Peterson to adopt Resolution 2020-103, Resolution Approving A Proposal From ICS For Professional Services For Community Recreation Initiative. Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

**2020-104**      Resolution Urging And Encouraging All Persons To Act With Due Regard To The Safety Of Others And Themselves With Regard To The COVID-19 Pandemic And Request The State And Federal Governments To Provide Uniform, Reasonable And Apolitical Guidelines

Motion made by Councilor Peterson, seconded by Councilor Nelson to adopt Resolution 2020-104, Resolution Urging And Encouraging All Persons To Act With Due Regard To The Safety Of Others And Themselves With Regard To The COVID-19 Pandemic And Request The State And Federal Governments To Provide Uniform, Reasonable And Apolitical Guidelines.

City Council Continuation Meeting

July 20, 2020

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Patrick Tobin, 5130 Hermantown Rd – He asked for clarification that the wearing of masks was voluntary for residents and was supportive that the resolution was voluntary, not mandatory.

Grant Hauschild, 4918 Whitetail Dr. – He stated he works in the health care industry, applauded the discussion and supports the resolution encouraging the wearing of masks.

Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

Motion made by Councilor Peterson, seconded by Councilor Geissler to recess the meeting at 7:28 p.m. to Motion carried.

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Mayor

ATTEST:

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Clerk

**CITY OF HERMANTOWN**  
CHECKS #66116-66159  
07/16/2020 -07/31/2020

PAYROLL CHECKS

Electronic Checks - #72029-72068 \$72,256.17

Electronic Checks - #71941-72022 \$75,858.60

LIABILITY CHECKS

Electronic Checks - #72023-72028 \$58,310.07

Electronic Checks - #71935-71940 \$53,834.73

Printed Checks- #66116-66121 \$65,254.79  
VOIDED Check #66116 -\$1,103.79

Printed Checks- #66157-66159 \$5,650.02

**PAYROLL EXPENSE TOTAL \$325,514.36**

ACCOUNTS PAYABLE

Checks - #66122-66123 \$2,140.50

Checks - #66124-66156 \$208,520.24

Electronic Payments - #99928-99930 \$473,177.83

**ACCOUNTS PAYABLE TOTAL \$683,838.57**

**TOTAL \$1,009,352.93**

**CITY OF HERMANTOWN, MN 07/16/2020-07/31/2020**  
**Check # is between 66116 and 66159 or Check # is between -99930 and -99928**

7/29/2020

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Fund	Account	Department	Vendor Name	Description	Amount	Check #
101	217450	Employee Flexplan	FURTHER ELECTRONIC PAYMENTS	Claim Reimbursement - Electron	324.40	-99930
318	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2016A	25,700.00	-99929
322	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2014A Fee Invoice	475.00	-99929
321	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2012B	26,096.88	-99929
324	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2018B Fee Invoice	475.00	-99929
322	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2014A	15,100.00	-99929
323	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2018A	30,187.50	-99929
324	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2018B	130,737.50	-99929
327	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2020B	22,926.39	-99929
321	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2012B Fee Invoice	475.00	-99929
315	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2016B	51,225.00	-99929
325	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2019A Fee Invoice	475.00	-99929
327	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2020B Fee Invoice	475.00	-99929
325	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2019A	155,815.63	-99929
320	471000	Debt Service	BOND TRUST SERVICES CORPORATION	Bond Payment 2012A	11,365.00	-99929
251	421100	Police Administration	FIRST BANKCARD	First Bankcard May/Jun Crace	871.36	-99928
251	421100	Police Administration	FIRST BANKCARD	First Bankcard May/Jun Pernu	-70.00	-99928
101	415300	Administration & Finance	FIRST BANKCARD	First Bankcard May/Jun Orme	58.51	-99928
101	421100	Police Administration	FIRST BANKCARD	First Bankcard May/Jun Esterbr	50.00	-99928
101	421100	Police Administration	FIRST BANKCARD	First Bankcard May/Jun Gunders	13.00	-99928
602	494500	Sewer Maintenance	FIRST BANKCARD	First Bankcard May/Jun Senst	157.21	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Johnson	-25.00	-99928
101	421100	Police Administration	FIRST BANKCARD	First Bankcard May/Jun Pernu	21.25	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Pernu	-25.00	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Senst	-100.00	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Orme	-750.00	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Mulder	-125.00	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Battagl	-25.00	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Crace	-150.00	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Pfeiffe	-25.00	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Esterbr	-100.00	-99928
101	411100	Council	FIRST BANKCARD	First Bankcard May/Jun Mulder	-188.40	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Ross	-50.00	-99928
101	415300	Administration & Finance	FIRST BANKCARD	First Bankcard May/Jun Mulder	101.96	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Sorensen	-25.00	-99928
101	421100	Police Administration	FIRST BANKCARD	First Bankcard May/Jun Battagl	887.50	-99928
101	415300	Administration & Finance	FIRST BANKCARD	First Bankcard May/Jun Orme	384.46	-99928

**CITY OF HERMANTOWN, MN 07/16/2020-07/31/2020**  
**Check # is between 66116 and 66159 or Check # is between -99930 and -99928**

7/29/2020

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Fund	Account	Department	Vendor Name	Description	Amount	Check #
601	494400	Water Administration and General	FIRST BANKCARD	First Bankcard May/Jun Orme	6.50	-99928
101	421100	Police Administration	FIRST BANKCARD	First Bankcard May/Jun Sorensen	-50.00	-99928
101	362430	Refund & Reimbursement	FIRST BANKCARD	First Bankcard May/Jun Vatne	-25.00	-99928
101	421100	Police Administration	FIRST BANKCARD	First Bankcard May/Jun Esterbr	446.62	-99928
251	421100	Police Administration	FIRST BANKCARD	First Bankcard May/Jun Pfeiffe	-70.00	-99928
602	494900	Sewer Administration and General	FIRST BANKCARD	First Bankcard May/Jun Orme	6.50	-99928
602	494500	Sewer Maintenance	FIRST BANKCARD	First Bankcard May/Jun Senst	87.19	-99928
602	494500	Sewer Maintenance	FIRST BANKCARD	First Bankcard May/Jun Senst	35.87	-99928
101	134000	Retiree Insurance/Telephone Reimb.	MN LIFE	Life Ins Aug Inactive McMillan	4.50	66122
101	134000	Retiree Insurance/Telephone Reimb.	NORTHEAST SERVICE COOPERATIVE	Health Ins Inactives August	811.20	66123
101	421100	Police Administration	NORTHEAST SERVICE COOPERATIVE	Health Ins Inactives August	1,324.80	66123
101	427100	Poundmaster	ANIMAL ALLIES HUMANE SOCIETY	June Boarding	290.00	66124
601	494300	Water Distribution	ASDCO CONSTRUCTION SUPPLY	Erosion Mat for Hydrant work	38.00	66125
603	441100	Storm Water	ASDCO CONSTRUCTION SUPPLY	N95 Masks- Erosion Mats	140.80	66125
601	494300	Water Distribution	BLUE TARP FINANCIAL	Pump Oil and Dipstick	6.81	66126
101	452100	Parks	BLUE TARP FINANCIAL	Trailer Lights	117.94	66126
601	494300	Water Distribution	BOYER TRUCKS INC	Truck Chasis 2019 CIP	38,952.99	66127
475	431150	Street Improvements	BRAUN INTERTEC CORPORATION	Alex,Johns,Carls,Port testing	1,402.50	66128
411	419100	Community Development	BRAUN INTERTEC CORPORATION	EWC- Vapor Mitigation	600.00	66128
101	421100	Police Administration	BRAY & REED LTD.	Prosecution Services	5,063.00	66129
603	441100	Storm Water	CARLSON CONCRETE PRODUCTS INC	Driveway Culverts	481.00	66130
603	441100	Storm Water	CARLSON CONCRETE PRODUCTS INC	Driveway Culverts	358.80	66130
101	419901	City Hall & Police Building Maintenance	CINTAS CORPORATION	Mats at FD/PD	30.72	66131
101	431901	City Garage	CINTAS CORPORATION	Supplies	32.00	66131
101	431100	Street Department	CINTAS CORPORATION	Uniforms	65.57	66131
101	431901	City Garage	CINTAS CORPORATION	Mats at PW	2.10	66131
101	431100	Street Department	CINTAS CORPORATION	Uniforms	10.80	66131
101	431901	City Garage	CINTAS CORPORATION	Mats at PW	20.58	66131
101	419901	City Hall & Police Building Maintenance	CINTAS CORPORATION	Mats at CH	8.88	66131
101	431100	Street Department	CINTAS CORPORATION	Uniforms	10.80	66131
101	431901	City Garage	CINTAS CORPORATION	Supplies	13.50	66131
101	431100	Street Department	CINTAS CORPORATION	Uniforms	25.78	66131
601	494300	Water Distribution	CITY OF DULUTH COMFORT SYSTEMS	June Water Charges	82,752.48	66132
409	419900	General Government Buildings & Property	CW TECHNOLOGY GROUP INC	2019 HVAC CIP Ethernet media c	107.93	66133
101	419100	Community Development	CW TECHNOLOGY GROUP INC	Apple Lightning to Digital AV	64.24	66133
460	431150	Street Improvements	EXPRESS INVESTORS OF DULUTH, LLC	1st half TIF Payment	11,833.55	66134
460	431150	Street Improvements	EXPRESS INVESTORS OF DULUTH, LLC	1st half TIF Payment	29,708.71	66134

**CITY OF HERMANTOWN, MN 07/16/2020-07/31/2020**  
**Check # is between 66116 and 66159 or Check # is between -99930 and -99928**

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Fund	Account	Department	Vendor Name	Description	Amount	Check #
601	494300	Water Distribution	FERGUSON WATERWORKS #2516	Hydrant Breakable Flanges	691.68	66135
101	421100	Police Administration	GREAT LAKES MOBIL LUBE EXPRESS	Squad 17 Oil Change	52.69	66136
101	421100	Police Administration	GREAT LAKES MOBIL LUBE EXPRESS	Vehicle Maintenance 470PUK	85.42	66136
101	414100	Elections	HERMANTOWN STAR LLC	Voter Registration	24.75	66137
101	414100	Elections	HERMANTOWN STAR LLC	Absentee Ballots	57.75	66137
402	431100	Street Department	HERMANTOWN STAR LLC	PH Sunby & Swan Lake Rd RIP	107.25	66137
101	415300	Administration & Finance	IIMC	Membership Engseth ID 39228	170.00	66138
601	494300	Water Distribution	JMF CONSTRUCTION INC	Curb Repair at Fosters Hydrant	1,323.69	66139
101	214500	Escrow Deposits Payable	JOHNSON, BRAD	Refund Erosion Control Permit	500.00	66140
601	494300	Water Distribution	MAVO CONCRETE SAWING SERVICES, INC.	Saw Cutting Arrowhead Rd	300.00	66141
601	494300	Water Distribution	MENARD INC	Hose Parts for Water Meters	41.36	66142
101	452200	Community Building	MN ENERGY RESOURCES CORP	Natural Gas old CH	54.13	66143
602	494900	Sewer Administration and General	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr	18.31	66143
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr	25.63	66143
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas old CH	6.02	66143
275	452200	Community Building	MN ENERGY RESOURCES CORP	Natural Gas EWC	1,932.76	66143
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Comm Building	28.91	66143
601	494400	Water Administration and General	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr	29.30	66143
605	431160	Street Lighting	MN POWER	Street Lights	356.26	66144
101	452100	Parks	MN POWER	Electricity Parks	265.47	66144
101	452100	Parks	MN POWER	Electricity Little Leagues	18.89	66144
601	494400	Water Administration and General	MN POWER	Electricity Lightning Dr	139.52	66144
605	431160	Street Lighting	MN POWER	Street Lights	457.28	66144
605	431160	Street Lighting	MN POWER	Traffic Lights	638.88	66144
605	431160	Street Lighting	MN POWER	Street Lights	392.82	66144
605	431160	Street Lighting	MN POWER	Overhead St Lights	325.71	66144
101	422901	Firehall #1 Maple Grove Road	MN POWER	Electricity CH/PD/FD	1,483.17	66144
101	422902	Firehall #2 Morris Thomas Road	MN POWER	Electricity FH #2	68.33	66144
101	419901	City Hall & Police Building Maintenance	MN POWER	Electricity CH/PD/FD	2,319.82	66144
101	422903	Firehall #3 Midway Road	MN POWER	Electricity FH #3	58.03	66144
101	431901	City Garage	MN POWER	Electricity Maple Grove Garage	15.71	66144
101	431901	City Garage	MN POWER	Electricity Lightning Dr	232.53	66144
605	431160	Street Lighting	MN POWER	Street Lights	152.57	66144
602	494900	Sewer Administration and General	MN POWER	Electricity Lightning Dr	93.01	66144
101	452200	Community Building	MN POWER	Electricity Community Bldg	416.18	66144
602	494900	Sewer Administration and General	MN POWER	Electricity Sewer	500.38	66144
601	494400	Water Administration and General	MN POWER	Electricity Water	347.88	66144

**CITY OF HERMANTOWN, MN 07/16/2020-07/31/2020**  
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Fund	Account	Department	Vendor Name	Description	Amount	Check #
275	452200	Community Building	MN POWER	Electricity EWC Garage	61.34	66144
605	431160	Street Lighting	MN POWER	Street Lights (Roundabout)	17.85	66144
275	452200	Community Building	MN POWER	Electricity EWC	8,917.63	66144
101	422901	Firehall #1 Maple Grove Road	MN TELECOMMUNICATIONS	June Internet	131.04	66145
101	419901	City Hall & Police Building Maintenance	MN TELECOMMUNICATIONS	June Internet	524.16	66145
101	431100	Street Department	NORTHERN STATES SUPPLY INC	Cut Off Wheels	97.50	66146
101	431901	City Garage	NORTHERN STATES SUPPLY INC	Hose Clamps	16.95	66146
101	431901	City Garage	NORTHERN STATES SUPPLY INC	Nuts, Drill Bits	173.94	66146
101	431901	City Garage	NORTHERN STATES SUPPLY INC	Sawzall Blades	102.43	66146
101	419100	Community Development	OVEROM LAW, PLLC	Airport Zoning Amendment	5.00	66147
101	416100	City Attorney	OVEROM LAW, PLLC	Lindah Rd Right of Way	47.00	66147
230	465100	HEDA	OVEROM LAW, PLLC	HEDA sale Ethan Allen bldg	28.00	66147
101	416100	City Attorney	OVEROM LAW, PLLC	Hardship Deferrals of Special	28.00	66147
101	416100	City Attorney	OVEROM LAW, PLLC	JAZB Board of Appeals	3,336.50	66147
101	416100	City Attorney	OVEROM LAW, PLLC	General Matters/Retainer	1,250.00	66147
602	494900	Sewer Administration and General	OVEROM LAW, PLLC	Utility Commission	10.50	66147
475	431150	Street Improvements	OVEROM LAW, PLLC	Portland/Johnson rd Easements	35.00	66147
101	419100	Community Development	OVEROM LAW, PLLC	Planning and Zoning Commission	119.00	66147
475	431150	Street Improvements	OVEROM LAW, PLLC	2020 Street Project	250.00	66147
101	419100	Community Development	OVEROM LAW, PLLC	Peyton Acres Development	1,795.00	66147
602	432550	Sewer Lift Stations	OVEROM LAW, PLLC	Ugstad Rd Lift Station	21.00	66147
101	419100	Community Development	OVEROM LAW, PLLC	P&R Apartment Project	205.00	66147
601	494400	Water Administration and General	OVEROM LAW, PLLC	Utility Commission	10.50	66147
240	432510	Trunk Sewer Construction	OVEROM LAW, PLLC	2017 Sewer Trunkline	217.00	66147
411	419100	Community Development	OVEROM LAW, PLLC	EWC	549.50	66147
101	492100	Unallocated - COVID CARES Act	OVEROM LAW, PLLC	COVID 19 Issues	140.00	66147
101	419100	Community Development	OVEROM LAW, PLLC	Kevin Kuklis Development	240.00	66147
101	431100	Street Department	PRAXAIR DISTRIBUTION INC	Cylinder Rent/Safe Env fee	28.57	66148
602	494500	Sewer Maintenance	SJE-RHOMBUS, INC.	SCADA Monitoring Apr-Jun 2020	1,204.50	66149
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Resolution Wetland Replacement	46.00	66150
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Resolution PUD Shaine Stokke	46.00	66150
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Resolution Clear Vision Dev ag	46.00	66150
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Resolution Special Use Permit	46.00	66150
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Variance Hanson, Bryan	46.00	66150
101	431100	Street Department	STONE RIVER WILDLIFE CONTROL	Beaver Removal at Old FB	85.00	66151
101	452100	Parks	TRUGREEN	Weed/Feed Stebnersoccer 135788	1,763.22	66152
602	494500	Sewer Maintenance	TURBO DIESEL & ELECTRIC	Fuel Filter H22	76.72	66153



CITY OF HERMANTOWN, MN 07/16/2020-07/31/2020  
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Fund	Account	Department	Vendor Name	Description	Amount	Check #
602	494500	Sewer Maintenance	TURBO DIESEL & ELECTRIC	H22 Gas Tank Assembly for hose	115.82	66153
260	456101	Cable	WALDNER, LARS	Cable TV Coordinator July	625.00	66154
601	494300	Water Distribution	WARNING LITES OF MINNESOTA	Sign Rental - Fosters Hydrant	50.00	66155
101	421100	Police Administration	WATCHGUARD VIDEO	Equipment Repair	140.00	66156

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**Totals: 152 records printed** **683,838.57**

**TO:** Mayor & City Council  
**FROM:** Kevin Orme, Director of  
Finance & Administration



**DATE:** July 14, 2020                      **Meeting Date:** 8/3/20  
**SUBJECT:** Budget Amendment              **Agenda Item: 12-A**              **Resolution 2020-105**

---

**REQUESTED ACTION**

**Approve amending items in the 2020 budget per the attached.**

---

**BACKGROUND**

Due to the current economic recession and COVID-19, on May 18<sup>th</sup> we recommended to you various 2020 budget cuts. These were not formalized into a budget amendment but we made immediate decisions knowing we may need to pivot multiple times during the rest of 2020 as circumstances and updated facts become available.

Due to updated information, on July 6<sup>th</sup> we presented updated reduced cuts. As you can see on the attachment, the cuts now total \$317,374. We are recommending formalizing these cuts into a budget amendment at this time.

As the pandemic continues, we may need to pivot and either increase or decrease this number as the rest of 2020 unfolds.

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**SOURCE OF FUNDS (if applicable)**

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**ATTACHMENTS**

Budget Amendment

**Resolution No. 2020-105**

**RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE & ADMINISTRATION TO  
AMEND SELECTED 2020 BUDGETS**

WHEREAS, the COVID-19 pandemic has changed the economic condition of our Country, and

WHEREAS, the City anticipates this could reduce our 2020 General Fund Revenues, and

WHEREAS, the City Administrator and Director of Finance & Administration have reviewed the 2020 General Fund Budget for 2020 as it relates to the City's Budget Amendment Policy.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown that the Mayor and City Clerk hereby authorize the Director of Finance & Administration to amend the 2020 Budget as attached:

2020 General Fund Budget Amendments –

- See attached page totaling \$317,374

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted August 3, 2020.

**City of Hermantown  
2020 Budget Amendment**

**Amendment**

<b>Item Description</b>	<b>Amount</b>	<b>Department</b>	<b>Account</b>	<b>Object</b>
Community Relations	740	Admin/Finance	415300	343
Contracted Services	3,200	Admin/Finance	415300	319
Dues	1,000	Admin/Finance	415300	451
Miscellaneous	100	Admin/Finance	415300	499
Postage	200	Admin/Finance	415300	325
School/ Conference	2,000	Admin/Finance	415300	315
Travel	3,500	Admin/Finance	415300	331
Attorney	2,500	City Attorney	416100	308
ARDC Contract	22,450	Community Development	419100	319
Dues	500	Community Development	419100	451
GIS employee	70,000	Community Development	419100	CD
Office Supplies	350	Community Development	419100	201
School/ Conference	750	Community Development	419100	315
Travel	250	Community Development	419100	331
Uniforms	250	Inspection	419901	216
Community Relations	1,500	Police Department	421100	343
Training	4,500	Police Department	421100	315
Travel	5,000	Police Department	421100	331
Equipment Maintenance	1,000	Police Department	421100	404
Fuel	11,000	Police Department	421100	212
Gun Supplies	2,500	Police Department	421100	240
Legal	12,000	Police Department	421100	308
Overtime	30,000	Police Department	421100	102
Additional Police officer	53,688	Police Department	421100	PD
Maternity Leave - Employee	6,000	Police Department	421100	101
Office Equipment	3,750	Police Department	421100	540
Office Supplies	350	Police Department	421100	201
Personnel Testing	1,485	Police Department	421100	317
Vehicles	49,500	Police Department	421100	544
Uniforms	3,000	Police Department	421100	216
Cemetery Contracted Services	5,000	Public Works	490100	319
Engineering	7,000	Public Works	431130	305
Loberg Bumps	(26,000)	Public Works	431100	403
Air Handler for Shop	10,000	Public Works	431901	223
Building Maintenance (Garage)	1,000	Public Works	431901	401
Office Equipment	1,000	Public Works	431100	540
Personnel Testing	500	Public Works	431100	317
School/ Conference	500	Public Works	431100	315
Summer Temporary Help	25,311	Public Works	431100	103
<b>Total</b>	<b>317,374</b>			

**TO:** Mayor & City Council  
**FROM:** Joe Wicklund, Communications  
& Community Engagement Mgr.



**DATE:** July 27, 2020                      **Meeting Date:** 8/3/20  
**SUBJECT:** Communications/Technology    **Agenda Item: 12-B**            **Resolution 2020-106**  
Upgrades – COVID-19

**REQUESTED ACTION**

**Approve purchase of updated and upgraded Council Chambers and Large Conference Room AV technology.**

**BACKGROUND**

As it looks more likely the impact of COVID-19 will stretch out into the future for an unknown amount of time, we need to make critical infrastructure changes to allow our meetings to be most accessible to our community members, residents, and all other interested parties.

We have had been able to make certain aspects of meetings possible during this time, but upcoming necessary public events, such as public hearings, public information meetings, individual property owner assessment hearings and more, are unlikely to be successfully executed without upgrades and updates to our AV technology capabilities.

We want engagement from the public, but we must be certain we can do that in a safe, healthy way given the physical constraints of our building. These upgrades proposed will allow us to utilize more physical space in our building while remaining appropriately socially distanced. It will also allow for clearer, greater access for those in our community attending our meetings remotely. Finally, these changes will also open up better avenues for our meetings to be viewed after-the-fact on our website by any interested parties, creating additional avenues for community engagement.

City staff researched multiple options, worked to get competing bids from Nextec and CS Consulting, and recommends selecting Nextec Systems and Jerid Prahll to execute this work. They had not only the strongest bid, but also understand our facility, our needs, our community, and are able to better assist us going forward as a local vendor. These upgrades were in the 2021 CIP but we are moving it up due to the immediate impact of COVID-19.

**SOURCE OF FUNDS:**

Federal CARES Act Grant – Approx. \$88,000  
Cable TV Fund – Approx. \$10,000

**ATTACHMENTS**

Nextec Quote

**Resolution No. 2020-106**

**RESOLUTION AWARDING CONTRACT FOR NEXTEC SYSTEMS FOR AUDIO-VISUAL TECHNOLOGY UPGRADES FOR \$97,298.07**

WHEREAS, the City of Hermantown desires to upgrade the audio-visual technology at the City Administration Facility due to accessibility issues created by the COVID-19 pandemic; and

WHEREAS, the City received two separate quotes for the upgrades; and

WHEREAS, the quote from Nextec Systems was the low quote; and

WHEREAS, the audio-visual supplies and installation will be provided by Nextec Systems; and

WHEREAS, after fully considering this matter, the City Council of the City of Hermantown believes that it is in the best interest of the City of Hermantown to award the contract for the supply and installation of audio-visual technology upgrades and installation to Nextec Systems;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown as follows:

1. Nextec Systems is hereby determined to be able to provide the audio-visual technology supplies and installation to the City.
2. The price of \$97,298.07 for the supply and installation is hereby accepted.
3. The funds for the payment of the audio-visual technology supplies and installation will be first pursued from the Federal CARES Act Grant, as the upgrades have been made necessary by the COVID-19 pandemic and also the Cable TV Fund.

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted August 3, 2020.

# City of Hermantown

City Council, Large Conference AV Infrastructure

7/24/2020



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## About Nextec Systems

Nextec Systems is a full service Electronic Systems Contractor that provides solutions for both Commercial and Residential applications and serves the upper Minnesota and Wisconsin regions.

Started in 2001, our team of experienced professionals works with clients as long term partners. We pride ourselves on our customer satisfaction, professional image and deep technical talent. You can be assured that you will get the right solution, done the right way, and at a fair price.

### The Nextec Advantage:

- **Design Principles:** Nextec specializes in designing and delivering electronic systems utilizing a hierarchy of best practice principles that incorporate: Performance, Reliability, Ease of Use and Aesthetics - all of which are uniquely important.
- **Solid History of Customer Satisfaction:** Our long list of satisfied clients and trade partners are leading indicators of our system reliability and ease of use. Over 90% of our business is generated by referrals from satisfied commercial and residential customers, as well as by the leading designers, builders and trades people we partner with.
- **Top Notch Ongoing Support:** As our customer base can attest, Nextec is known for offering top notch ongoing support and service on a 24x7x365 basis. We support what we design and install.
- **Certified Qualifications:** In a complex industry that is always changing, certified qualifications and adherence to current industry best practices is an important consideration. Nextec Principals are formally educated in Computer and Electrical Engineering, maintain accredited professional Industry Certifications (CCPI and CCPD), along with a wide variety of equipment manufacturer certifications. Our certified professional installers participate in ongoing training and certification to ensure competency with the latest technologies.

Nextec Systems is a licensed, bonded and insured Technology Systems Contractor (TS002058)

### Nextec Systems Process



**Please Contact me with any questions that you may have.**

**Jerid Prah** - CCPD, CCPI  
Owner / Lead Designer  
Nextec Systems  
218.591.4321  
jprahl@nextecsystems.com



## Project Overview – Scope Of Work

Nextec Systems is pleased to present the city of Hermantown with a proposal for Digital Signage players for your lobby TV's

**Focus or Goals of Systems Proposed:**

- Meeting your specific needs for functionality
- Ease of Use
- Reliability
- Compatibility & expandability for future needs

**AV Infrastructure with Remote Capabilities**

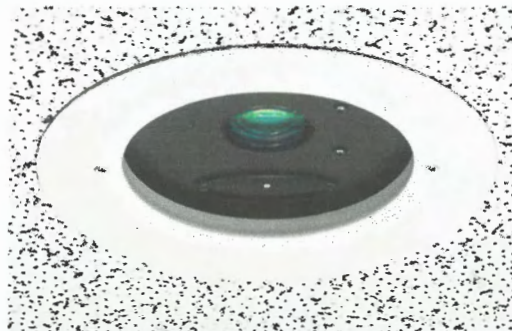
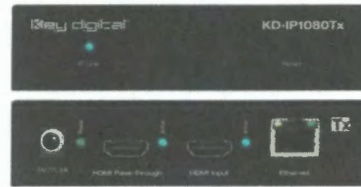
- Included in this BLU-101 Conferencing Processor with AEC offers a fixed configuration of 12 analog inputs and 8 analog outputs, configurable signal processing, AEC processing, and a high bandwidth, fault tolerant digital audio bus.
- Included in this proposal are (4) ROBOSHOT Cameras These cameras are professional A/V presentation cameras. Simultaneous HDBaseT and IP (H.264) streaming. Recommended for conference rooms, training rooms, and classrooms that require a wide angle of view. Includes OneLINK HDMI Extension System. Also Included with this proposal is (1) Document Camera High definition, recessed in-ceiling document camera with easy, single cable installation. features 20x optical zoom
- Included in this proposal is a PCC MatrixMIX Live Production Controller - The PCC MatrixMIX Live Production Controller is designed for use with the AV Bridge MatrixMIX AV Switcher. The PCC MatrixMIX integrates video switching, camera control, and graphics mixing into a single ergonomic user interface
- Included in this proposal is an AV Bridge MatrixMIX - The industry's first multipurpose AV production switcher that brings live event production to unified conferencing applications. The AV Bridge MatrixMIX offers a multifunctional feature set to combine switching, advanced camera control, streaming and graphics mixing capabilities – all from a single appliance.
- TeleTouch 27" USB Touchscreen Multiviewer - Adds touch interactivity to the AV Bridge MatrixMIX for an enhanced user experience 27 in (68.6 cm) diagonal capacitive touch screen surface Crisp 1080p image; as well as 2 additional monitors for the production engineer to view current feed, and next feed.
- Also included in this proposal is all the infrastructure required for Video Distribution. This includes (5) AV over IP transmitters, (20) AV over IP receiver, a 52 port POE switch And other network infrastructure.

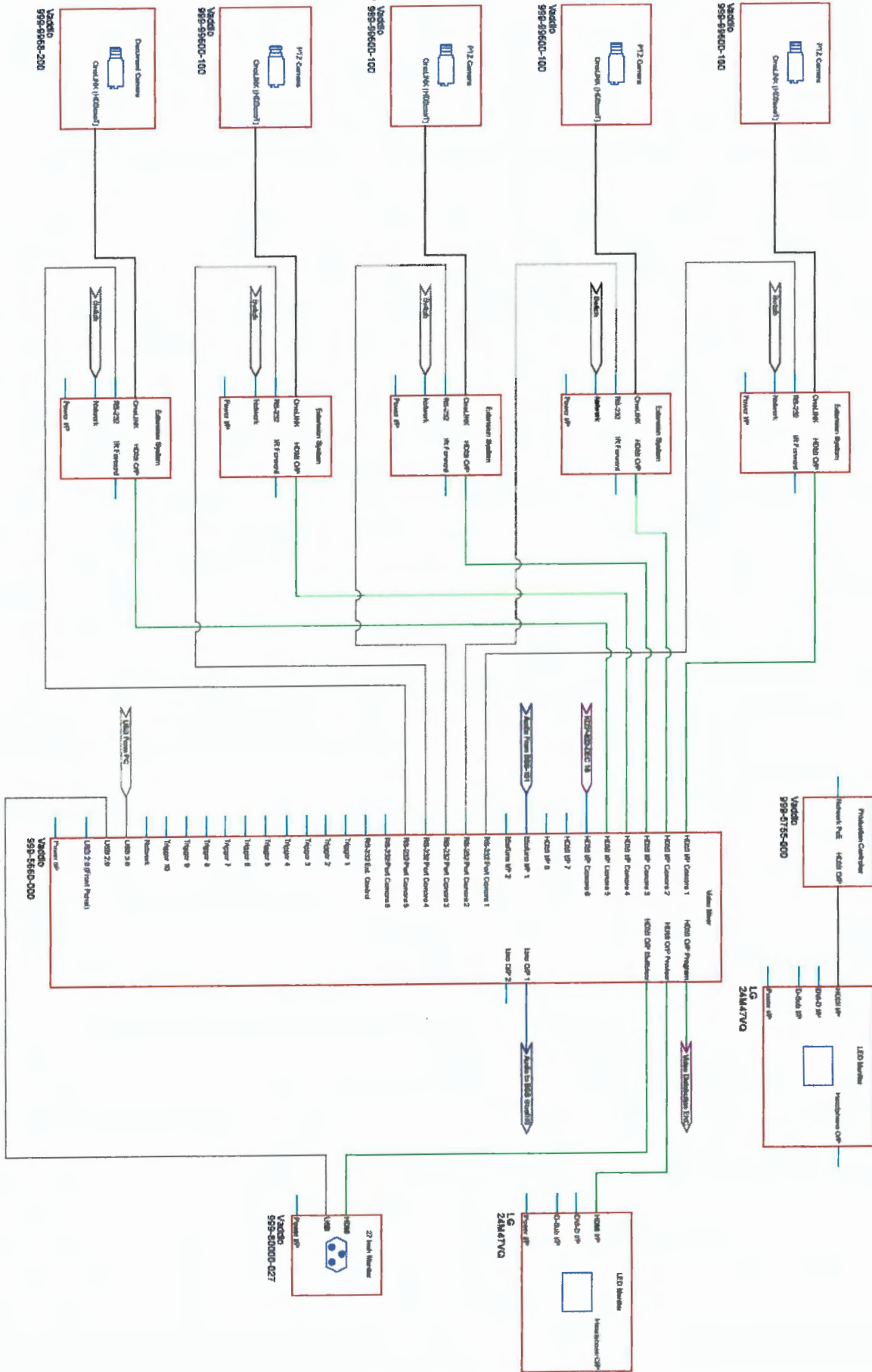
**AV Infrastructure – Local Council Chambers**

- Included in this proposal for displays is (2) 65" 4k HDR Sony professional displays to replace the older units pole mounted Included in and (2) ceiling pole mounts for the proposed 65" televisions. Also Included in this proposal is (11) 15" tabletop displays/tv's for each of council table positions.
- Included in this proposal is an 8" tabletop touchscreen to allow secretary / city administrator to change display inputs or adjust volume of the system.

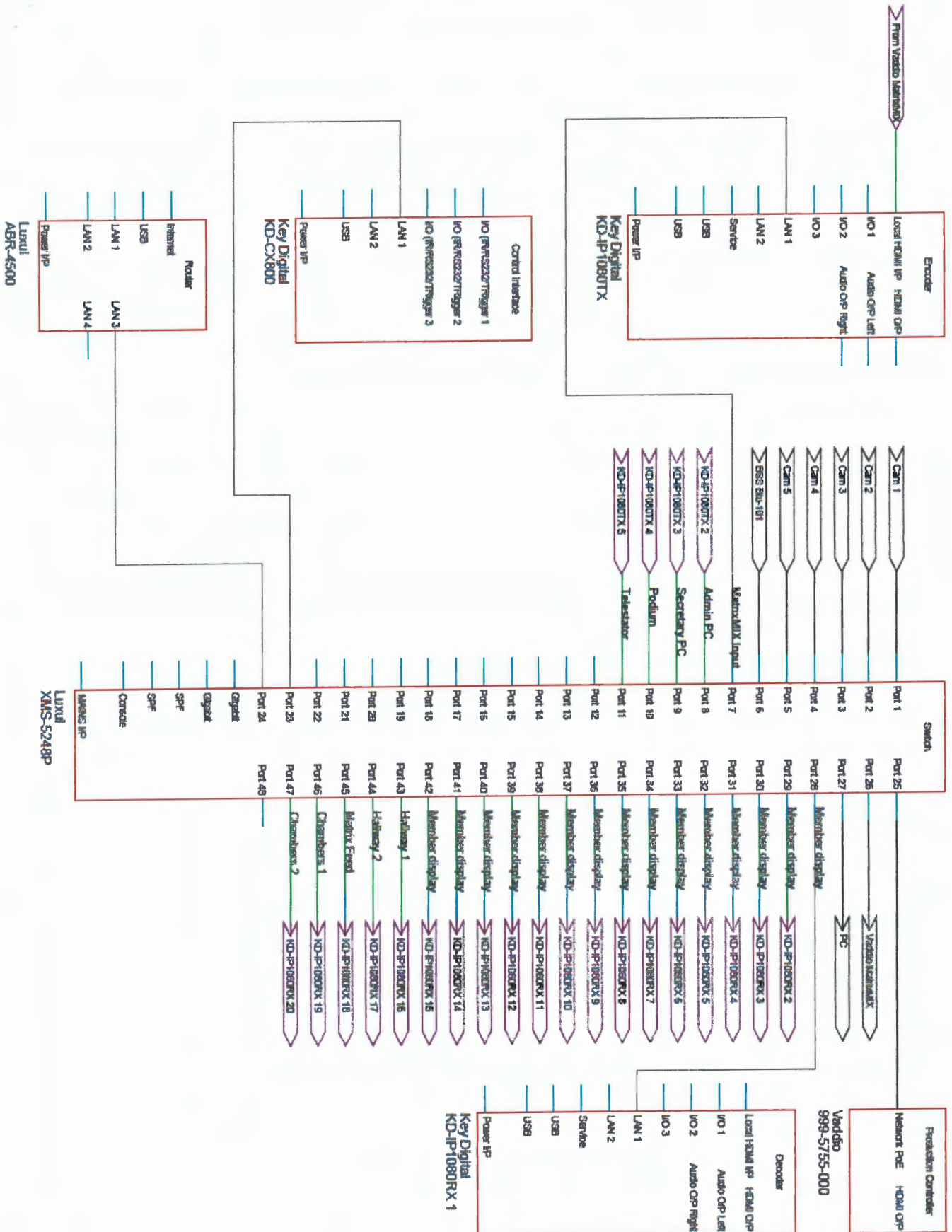
**Large Conference Room Remote Access System**

- This full featured conferencing system offers an easy to use system for both remote/local conferencing and professional presentations.
- Included in this proposal Nextec will install and configure hardware. Custom Configuration and working with IT vendor for remote desktop. Active directory will be done on a T&M basis of \$85 per man hour.
- To make use of the full feature set of the system, your IT personal can set up active directory/ remote desktop to work in conjunction with the system









## Financial Summary

## AV Infrastructure for Remote Capabilities

Package	Quantity
Networked Signal Processor	1
Network Signal Processor Expander	1
Roboshot One Link HDMI Camera	4
OneLink HDMI Document Camera	1
MatrixMix Production Controller	2
Bridge Matrix Mix	1
27" TOUCH SCREEN	1
HDMI Transmitter	5
HDMI Receiver	20
MATRIX Control Interface	1
Multi Band Wan Router	1
52 Port POE router	1
24" Production Monitors	2
Control Processor	1
Control Programming	8
3.3' 1 Meter Premium HDMI Cable	25
Network Cable	3
removal of existing hardware	1
<b>Audio / Video Subtotal</b>	<b>\$83,186.15</b>

## AV Infrastructure Local Council Chambers

Package	Quantity
8" Countertop or On Wall Touch panel Black	1
15" TV display	11
65" 4K HDR commercial Display	2
37 - 70" Tilt Ceiling Mount	2
<b>Security / Life Safety Subtotal</b>	<b>\$9,935.89</b>

## Large Conference Room – Remote Conferencing System

Package	Quantity
All in One Conferencing System Appliance	1
Conferencing Soundbar with Camera, Mic, DSP	1
6.6' 2 Meter Premium HDMI Cable	2
Advanced Wireless Keyboard and Mouse Combo	1
3m USB extension	2
Misc. Mounting and Cable Management Supplies	12
<b>Home Theater Subtotal</b>	<b>\$4,176.03</b>

## Labor for Cabling City Council Chambers – Time and Material

Package	Quantity
Labor for Cabling City Council Chambers – T&M at \$85 per man hour	TBD
<b>Cabling Subtotal</b>	<b>TBD</b>



**Terms & Conditions**

Your satisfaction is important to us and we plan to exceed your expectation. This Proposal and the Terms and Conditions form the Agreement between "Us" for this Project (Nextec – "We"; and Customer – "You").

**Services**

- We will provide the equipment and labor required to complete the Project to the specifications & descriptions outlined in this Proposal.
- Prices contained are valid for 30 days from the delivery of this Proposal to you and will expire without receipt of your signed acceptance (below).
- The costs associated with any work or materials, including but not limited to high voltage electrical, drywall, painting, cabinetry and casework, are not included unless specifically documented in the Proposal.

**Equipment / Components**

- Audio and video manufacturer's regularly update their product offerings. In our efforts to provide you with the very latest technology, we reserve the right to substitute the most up to date models available at the time of installation.
- If you choose to substitute equipment or components that are different than included in this Proposal, additional costs (equipment and labor) will apply.
- Once equipment is delivered to the installation site, you are responsible for loss due to theft, fire, water damage, and other damages outside of our direct control. We assume you have made arrangements for adequately securing of the site during non-work hours and carry adequate insurance in case of such losses.
- The original equipment manufacturers warranty exclusively applies to equipment, components and third-party software. We make no equipment or software warranty. After Project completion, additional labor charges will apply to remove / return / replace defective equipment & components within or outside of the manufacturer's warranty.
- We do not take responsibility for changes in functionality, availability, or performance affecting your equipment or systems due to change in consumer technology industry law or policy.
- Equipment & Cable price increases of more than 5% at the time of procurement will be subject to change order.

**Installation**

- We warrant that we will perform the Installation in a professional and workmanlike manner and in accordance with accepted industry standards. We will rectify any defects in our Physical Installation for the longer of 1) a period of ninety (90) days from the date of Substantial Completion of the installation; or 2) the period defined in a properly executed Subcontractor Agreement with you. Physical Installation is the installation of the physical hardware materials.
- The Proposal was developed assuming normal installation practices. If unusual or un-anticipated construction difficulties are encountered (examples - hidden blockages of ceiling space for cable pulling, missing electrical outlet, etc.), additional charges will apply to work around or resolve these issues.
- 3<sup>rd</sup> Party Service Providers include, but are not limited to, Internet Service Providers, Satellite TV Providers, Cable Providers, or Telephone Providers that you compensate separately. Any configuration, troubleshooting, on site visits, or delays relating to 3<sup>rd</sup> Party Services or Providers will always be billed at our Standard Time & Material (T&M) rates for labor / parts / materials / incidental expenses. Acceptance of this Agreement indicates we will not need to notify you in advance of these charges.
- We are not responsible for damage or performance issues related to (1) hardware not procured by us, including customer supplied equipment such as TVs, I-pads, etc., (2) other Contractors not under our control, or (3) 3<sup>rd</sup> Party Service Providers. We are not responsible for our wiring damaged by other Contractors or 3<sup>rd</sup> Party Service Providers. Separate T&M charges will apply to troubleshooting and / or repairing such problems.
- If your locations are greater than 50 miles from the Nextec home office, and unless explicitly outlined as "Extended Travel Included" in the Project Totals of the Proposal, we will charge you an Extended Travel Re-imbusement at the current Extended Travel Rates outlined on the most current Nextec Rate Sheet.

**Change Orders**

- You may request changes, additions, or modifications outside this Proposal without invalidating the Agreement subject to this Change Order Procedure: (1) You may request a written price estimate for the Change Order in advance of the work, or our T&M rates will apply. (2) The Change Order payment is due upon receipt of invoice.

**Payment Terms**

- 70 percent upon acceptance, Remaining Structured Cabling upon substantial completion. Remaining 30% percent substantial completion. Any change orders due upon execution
- Substantial Completion is when all physical installation work has been completed. Additional adjustments, programming changes and training may continue beyond Substantial Completion.
- Unless explicitly outlined as "Tax Included" within the Project Totals of the Proposal, Use/Sales tax is above and beyond the Proposal Project Total and will be included on the final invoice.
- Failure to make any scheduled payment when due will result in delay of installation services. Failure to make all payments upon Substantial Completion constitutes a default and in addition to other remedies, we may impose the maximum rate of interest allowable by law on any

overdue payments, partial payments, or unpaid balances. We retain title and ownership of equipment and components until the Project Total has been paid in full. Final payment constitutes Final Project Acceptance.

**Other**

- This custom Proposal is a Nextec confidential and proprietary work product. You agree not to alter, reproduce, or share with other vendors in any manner unless authorized in writing by us, and/ or a design fee (determined solely by us) is paid.
- This Proposal, in addition to these Terms and Conditions, constitutes the entire Agreement between us and supersedes any prior oral or written agreements. If there is a conflict between the provisions of the Proposal and the Terms and Conditions, the Terms and Conditions will prevail. This Agreement may be amended only by a written amendment signed by both of us.
- Nextec shall not be liable for any delays or failures in performance due to labor strike, lockouts, labor disturbances, Acts of God, epidemic, government order or regulation, acts of terrorism, war, or any other events or circumstances not within the reasonable control of Nextec, whether similar or dissimilar to any of the foregoing.

**Acceptance**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Nextec Rate Sheet**

**T&M Labor Rate**

\$85.00 / tech/hour

**TO:** Mayor & City Council

**FROM:** City Engineer



**DATE:** July 23, 2020

**Meeting Date:** 8/3/20

**SUBJECT:** State Aid Variance Request      **Agenda Item: 12-C**      **Resolution 2020-107**

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**REQUESTED ACTION**

**Allow the use of \$47,576.05 of Municipal State Aid to pay for Scrub Seal on Arrowhead Road (MSA 104) from Midway Road (CSAH 13) to Lindahl Road.**

**Allow the use of \$124,205.89 of Municipal State Aid to pay for the Chip Seal on Market Street (MSA 106) from Loberg Ave (MSA 107) to Haines Road (CSAH 91) and Loberg Ave (MSA 107) from Miller Trunk Highway (TH 53) to Maple Grove Road (CSAH 6).**

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**BACKGROUND**

Due to COVID-19, decreased revenue has caused department cuts in expenditures. The finance director asked if we can fund the scrub seal and chip seal on the Municipal State Aid Streets (MSAS) with our Municipal State Aid account. Short answer, yes. Long answer, state aid requests need to be made ahead of project approval and construction. In this case the plans went in for state aid approval for SLC's portion of the roads, not Hermantown's. Therefore, if we want to use state aid, we need to make a variance request to the State Aid Office. The request is due 9/1/20. Then it goes to the variance committee meeting on 9/24/20. The first step of the variance request is a resolution from city council supporting the use of MSA funds to pay for the improvement.

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**SOURCE OF FUNDS (if applicable)**

Municipal State Aid Account

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**ATTACHMENTS**

SLC's Invoices



**Resolution No. 2020-107**

**RESOLUTION REQUESTING A VARIANCE TO STATE AID FUNDING FOR THE  
CITY OF HERMANTOWN FROM MUNICIPAL STATE AID FUNDS IN THE  
AMOUNT OF \$171,781.94**

WHEREAS, the Municipality of Hermantown contracted with St. Louis County to have improvements made to City of Hermantown Municipal State Aid Streets in 2020 which the City would like to request State Aid funds to cover the costs; and

WHEREAS, this request is made after the improvements were made, which requires the City to ask for a variance to the State Aid office; and

WHEREAS, the variance is based on the following expenditures:

Project SAP 069-030-051 (Arrowhead Road)	\$ 47,576.05
Project CP 0000-430506 (Market and Loberg)	\$124,205.89
Total Estimated Disbursements	\$171,781.94

NOW, THEREFORE, Be It Resolved, that the City Council of the City of Hermantown allows the following use of State Aid

\$47,576.05 of Municipal State Aid to pay for Scrub Seal on Arrowhead Road (MSA 104) from Midway Road (CSAH 13) to Lindahl Road.

\$124,205.89 of Municipal State Aid to pay for the Chip Seal on Market Street (MSA 106) from Loberg Ave (MSA 107) to Haines Road (CSAH 91) and Loberg Ave (MSA 107) from Miller Trunk Highway (TH 53) to Maple Grove Road (CSAH 6).

BE IT FURTHER RESOLVED that the Commissioner of Transportation is hereby requested to approve this variance for financing approved Municipal State Aid Street Project(s) of the Municipality of Hermantown in an amount of \$171,781.94.

Councilor            introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor            , and upon a vote being taken thereon the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted on August 3, 2020.



# Saint Louis County



## Public Works Department - Accounts Receivable Invoice

Date: 5/29/20

Description: SAP 069-030-051 CP 0000-455599 Scrub Seal/Crack Seal - City of Hermantown Pay Req 1 per agreement

Invoice # 217836

### HERMANTOWN TREAS

5105 MAPLE GROVE RD  
HERMANTOWN, MN 55811

SLC Use Only

Agency	Object	Description	Quantity	Unit Cost	Tax	Line Cost
220575	551503	SAP 069-030-051 CP 0000-455599 Scrub Seal/Crack Seal - City of Hermantown Pay Req 1 Construction	45,197.25	\$1.00	\$0.00	\$45,197.25
205003	551503	SAP 069-030-051 CP 0000-455599 Scrub Seal/Crack Seal - City of Hermantown Pay Req 1 Admin/Plan Prep	750.00	\$1.00	\$0.00	\$750.00

**TOTAL BALANCE DUE \$45,947.25**

*Please make check payable to: St. Louis County Auditor*

Send to: St. Louis County Public Works Department  
Attention: Mark Florence  
4787 Midway Rd  
Duluth, MN 55811

**PAYMENT DUE 30 DAYS FROM INVOICE DATE**

05/29/2020 6:28 PM

1 / 1

**Project: SAP 069-030-051**

**Material Funding Report: Estimated Quantities using Awarded Prices By Funding Source**

Description	Unit	Unit Price	Contract Totals	203583 SLC Local - Local SLC PW	220575 Canosia - Local by Municipality	220575 Hermantown - Local by Municipality	220575 Midway - Local by Municipality	220575 SLC S.A. - Regular (CSAH)	- Unfunded
<b>CP 0005-512403</b>									
2021.501 MOBILIZATION	LUMP SUM	\$42,000.00	0.31 \$13,020.00					0.31 \$13,020.00	
2355.506 BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	33541 \$57,019.70					33541 \$57,019.70	
2356.604 BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	279514 \$226,406.34					279514 \$226,406.34	
2356.606 BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	92240 \$246,280.80					92240 \$246,280.80	
2563.601 TRAFFIC CONTROL	LUMP SUM	\$25,000.00	0.31 \$7,750.00					0.31 \$7,750.00	
2580.503 INTERIM PAVEMENT MARKING	LIN FT	\$0.20	46961 \$9,392.20					46961 \$9,392.20	
2582.503 4" SOLID LINE MULTI COMP	LIN FT	\$0.26	10675 \$2,775.50					10675 \$2,775.50	
2582.503 6" SOLID LINE MULTI COMP	LIN FT	\$0.32	169315 \$54,180.80					169315 \$54,180.80	
2582.503 4" BROKEN LINE MULTI COMP	LIN FT	\$0.26	12336 \$3,207.36					12336 \$3,207.36	
2582.503 4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	11975 \$5,987.50					11975 \$5,987.50	
2582.603 PROTECT PAVEMENT MARKINGS	LIN FT	\$1.00	20 \$20.00					20 \$20.00	
<b>Totals For CP 0005-512403</b>			<b>\$626,040.20</b>					<b>\$626,040.20</b>	
<b>CP 0029-512407</b>									
2021.501 MOBILIZATION	LUMP SUM	\$42,000.00	0.01 \$420.00					0.01 \$420.00	
2355.506 BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	1469 \$2,497.30					1469 \$2,497.30	
2356.604 BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	12241 \$9,915.21					12241 \$9,915.21	
2356.606 BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	4040 \$10,786.80					4040 \$10,786.80	
2563.601 TRAFFIC CONTROL	LUMP SUM	\$25,000.00	0.01 \$250.00					0.01 \$250.00	
2580.503 INTERIM PAVEMENT MARKING	LIN FT	\$0.20	2005 \$401.00					2005 \$401.00	
2582.503 4" SOLID LINE MULTI COMP	LIN FT	\$0.26	1305 \$339.30					1305 \$339.30	
2582.503 4" BROKEN LINE MULTI COMP	LIN FT	\$0.26	700 \$182.00					700 \$182.00	
2582.603 PROTECT PAVEMENT MARKINGS	LIN FT	\$1.00	132 \$132.00					132 \$132.00	
<b>Totals For CP 0029-512407</b>			<b>\$24,923.61</b>					<b>\$24,923.61</b>	
<b>CP 0056-466124</b>									
2021.501 MOBILIZATION	LUMP SUM	\$42,000.00	0.08 \$3,360.00					0.08 \$3,360.00	
2355.506 BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	6787 \$11,537.90					6787 \$11,537.90	
2356.604 BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	56562 \$45,815.22					56562 \$45,815.22	
2356.606			18665					18665	

BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	\$49,835.55				\$49,835.55
2563.601	LUMP		<b>0.08</b>				<b>0.08</b>
TRAFFIC CONTROL	SUM	\$25,000.00	\$2,000.00				\$2,000.00
2580.503			<b>25090</b>				<b>25090</b>
INTERIM PAVEMENT MARKING	LIN FT	\$0.20	\$5,018.00				\$5,018.00
2582.503			<b>10145</b>				<b>10145</b>
4" SOLID LINE MULTI COMP	LIN FT	\$0.26	\$2,637.70				\$2,637.70
2582.503			<b>41245</b>				<b>41245</b>
6" SOLID LINE MULTI COMP	LIN FT	\$0.32	\$13,198.40				\$13,198.40
2582.503			<b>3025</b>				<b>3025</b>
4" BROKEN LINE MULTI COMP	LIN FT	\$0.26	\$786.50				\$786.50
2582.503			<b>5960</b>				<b>5960</b>
4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	\$2,980.00				\$2,980.00
2582.602			<b>2</b>				<b>2</b>
PROTECT PAVEMENT MARKINGS	EACH	\$25.00	\$50.00				\$50.00
2582.603			<b>27</b>				<b>27</b>
PROTECT PAVEMENT MARKINGS	LIN FT	\$1.00	\$27.00				\$27.00
<b>Totals For CP 0056-466124</b>			<b>\$137,246.27</b>				<b>\$137,246.27</b>
<b>CP 0110-291203</b>							
2021.501	LUMP		<b>0.28</b>				<b>0.28</b>
MOBILIZATION	SUM	\$42,000.00	\$11,760.00				\$11,760.00
2331.608			<b>4000</b>				<b>4000</b>
CRACK REPAIR SPECIAL	POUND	\$3.00	\$12,000.00				\$12,000.00
2355.506			<b>33459</b>				<b>33459</b>
BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	\$56,880.30				\$56,880.30
2356.604			<b>278827</b>				<b>278827</b>
BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	\$225,849.87				\$225,849.87
2356.606			<b>92013</b>				<b>92013</b>
BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	\$245,674.71				\$245,674.71
2563.601	LUMP		<b>0.28</b>				<b>0.28</b>
TRAFFIC CONTROL	SUM	\$25,000.00	\$7,000.00				\$7,000.00
2580.503			<b>73978</b>				<b>73978</b>
INTERIM PAVEMENT MARKING	LIN FT	\$0.20	\$14,795.60				\$14,795.60
2582.503			<b>19385</b>				<b>19385</b>
4" SOLID LINE MULTI COMP	LIN FT	\$0.26	\$5,040.10				\$5,040.10
2582.503			<b>138690</b>				<b>138690</b>
6" SOLID LINE MULTI COMP	LIN FT	\$0.32	\$44,380.80				\$44,380.80
2582.503			<b>9343</b>				<b>9343</b>
4" BROKEN LINE MULTI COMP	LIN FT	\$0.26	\$2,429.18				\$2,429.18
2582.503			<b>22625</b>				<b>22625</b>
4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	\$11,312.50				\$11,312.50
2582.618			<b>49</b>				<b>49</b>
PROTECT PAVEMENT MARKINGS	SQ FT	\$2.00	\$98.00				\$98.00
<b>Totals For CP 0110-291203</b>			<b>\$637,221.06</b>				<b>\$637,221.06</b>
<b>CP 0110-463926</b>							
2021.501	LUMP		<b>0.14</b>				<b>0.14</b>
MOBILIZATION	SUM	\$42,000.00	\$5,880.00				\$5,880.00
2331.608			<b>5600</b>				<b>5600</b>
CRACK REPAIR SPECIAL	POUND	\$3.00	\$16,800.00				\$16,800.00
2355.506			<b>15741</b>				<b>15741</b>
BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	\$26,759.70				\$26,759.70
2356.604			<b>131172</b>				<b>131172</b>
BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	\$106,249.32				\$106,249.32
2356.606			<b>43287</b>				<b>43287</b>
BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	\$115,576.29				\$115,576.29
2504.602			<b>11</b>				<b>11</b>

PROTECT VALVE COVER	EACH	\$25.00	\$275.00				\$275.00
2506.602			<b>13</b>				<b>13</b>
PROTECT CASTING COVER	EACH	\$25.00	\$325.00				\$325.00
2563.601			<b>0.14</b>				<b>0.14</b>
TRAFFIC CONTROL	LUMP SUM	\$25,000.00	\$3,500.00				\$3,500.00
2580.503			<b>26812</b>				<b>26812</b>
INTERIM PAVEMENT MARKING	LIN FT	\$0.20	\$5,362.40				\$5,362.40
2582.503			<b>7050</b>				<b>7050</b>
4" SOLID LINE MULTI COMP	LIN FT	\$0.26	\$1,833.00				\$1,833.00
2582.503			<b>53360</b>				<b>53360</b>
6" SOLID LINE MULTI COMP	LIN FT	\$0.32	\$17,075.20				\$17,075.20
2582.503			<b>995</b>				<b>995</b>
24" SOLID LINE MULTI COMP	LIN FT	\$7.35	\$7,313.25				\$7,313.25
2582.503			<b>4272</b>				<b>4272</b>
4" BROKEN LINE MULTI COMP	LIN FT	\$0.26	\$1,110.72				\$1,110.72
2582.503			<b>7745</b>				<b>7745</b>
4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	\$3,872.50				\$3,872.50
2582.602			<b>6</b>				<b>6</b>
PROTECT PAVEMENT MARKINGS	EACH	\$25.00	\$150.00				\$150.00
2582.603			<b>39</b>				<b>39</b>
PROTECT PAVEMENT MARKINGS	LIN FT	\$1.00	\$39.00				\$39.00
2582.618			<b>90</b>				<b>90</b>
PROTECT PAVEMENT MARKINGS	SQ FT	\$2.00	\$180.00				\$180.00
<b>Totals For CP 0110-463926</b>			<b>\$312,301.38</b>				<b>\$312,301.38</b>
<b>CP 0130-463924</b>							
2021.501			<b>0.04</b>				<b>0.04</b>
MOBILIZATION	LUMP SUM	\$42,000.00	\$1,680.00				\$1,680.00
2331.608			<b>2400</b>				<b>2400</b>
CRACK REPAIR SPECIAL	POUND	\$3.00	\$7,200.00				\$7,200.00
2355.506			<b>3213</b>				<b>3213</b>
BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	\$5,462.10				\$5,462.10
2356.604			<b>26774</b>				<b>26774</b>
BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	\$21,686.94				\$21,686.94
2356.606			<b>8835</b>				<b>8835</b>
BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	\$23,589.45				\$23,589.45
2563.601			<b>0.04</b>				<b>0.04</b>
TRAFFIC CONTROL	LUMP SUM	\$25,000.00	\$1,000.00				\$1,000.00
2580.503			<b>11866</b>				<b>11866</b>
INTERIM PAVEMENT MARKING	LIN FT	\$0.20	\$2,373.20				\$2,373.20
2582.503			<b>3155</b>				<b>3155</b>
4" SOLID LINE MULTI COMP	LIN FT	\$0.26	\$820.30				\$820.30
2582.503			<b>41</b>				<b>41</b>
24" SOLID LINE MULTI COMP	LIN FT	\$7.35	\$301.35				\$301.35
2582.503			<b>1061</b>				<b>1061</b>
4" BROKEN LINE MULTI COMP	LIN FT	\$0.26	\$275.86				\$275.86
2582.503			<b>3825</b>				<b>3825</b>
4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	\$1,912.50				\$1,912.50
<b>Totals For CP 0130-463924</b>			<b>\$66,301.70</b>				<b>\$66,301.70</b>
<b>CP 0496-512404</b>							
2021.501			<b>0.01</b>	<b>0.01</b>			
MOBILIZATION	LUMP SUM	\$42,000.00	\$420.00	\$420.00			
2355.506			<b>637</b>	<b>637</b>			
BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	\$1,082.90	\$1,082.90			
2356.604			<b>5272</b>	<b>5272</b>			
BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	\$4,270.32	\$4,270.32			
2356.606			<b>1751</b>	<b>1751</b>			

BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	\$4,675.17	\$4,675.17				
2563.601	LUMP		<b>0.01</b>	<b>0.01</b>				
TRAFFIC CONTROL	SUM	\$25,000.00	\$250.00	\$250.00				
2580.503			<b>1175</b>	<b>1175</b>				
INTERIM PAVEMENT MARKING	LIN FT	\$0.20	\$235.00	\$235.00				
2582.503			<b>855</b>	<b>855</b>				
4" SOLID LINE MULTI COMP	LIN FT	\$0.26	\$222.30	\$222.30				
2582.503			<b>320</b>	<b>320</b>				
4" BROKEN LINE MULTI COMP	LIN FT	\$0.26	\$83.20	\$83.20				
2582.603			<b>13</b>	<b>13</b>				
PROTECT PAVEMENT MARKINGS	LIN FT	\$1.00	\$13.00	\$13.00				
<b>Totals For CP 0496-512404</b>			<b>\$11,251.89</b>	<b>\$11,251.89</b>				
<b>CP 0565-463925</b>								
2021.501	LUMP		<b>0.03</b>	<b>0.03</b>				
MOBILIZATION	SUM	\$42,000.00	\$1,260.00	\$1,260.00				
2331.608			<b>1300</b>	<b>1300</b>				
CRACK REPAIR SPECIAL	POUND	\$3.00	\$3,900.00	\$3,900.00				
2355.506			<b>2267</b>	<b>2267</b>				
BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	\$3,853.90	\$3,853.90				
2356.604			<b>18893</b>	<b>18893</b>				
BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	\$15,303.33	\$15,303.33				
2356.606			<b>6235</b>	<b>6235</b>				
BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	\$16,647.45	\$16,647.45				
2563.601	LUMP		<b>0.03</b>	<b>0.03</b>				
TRAFFIC CONTROL	SUM	\$25,000.00	\$750.00	\$750.00				
2580.503			<b>11120</b>	<b>11120</b>				
INTERIM PAVEMENT MARKING	LIN FT	\$0.20	\$2,224.00	\$2,224.00				
2582.503			<b>16</b>	<b>16</b>				
24" SOLID LINE MULTI COMP	LIN FT	\$7.35	\$117.60	\$117.60				
2582.503			<b>5560</b>	<b>5560</b>				
4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	\$2,780.00	\$2,780.00				
<b>Totals For CP 0565-463925</b>			<b>\$46,836.28</b>	<b>\$46,836.28</b>				
<b>CP 0898-427269</b>								
2021.501	LUMP		<b>0.02</b>	<b>0.02</b>				
MOBILIZATION	SUM	\$42,000.00	\$840.00	\$840.00				
2355.506			<b>1942</b>	<b>1942</b>				
BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	\$3,301.40	\$3,301.40				
2356.604			<b>16183</b>	<b>16183</b>				
BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	\$13,108.23	\$13,108.23				
2356.606			<b>5340</b>	<b>5340</b>				
BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	\$14,257.80	\$14,257.80				
2563.601	LUMP		<b>0.02</b>	<b>0.02</b>				
TRAFFIC CONTROL	SUM	\$25,000.00	\$500.00	\$500.00				
2580.503			<b>11850</b>	<b>11850</b>				
INTERIM PAVEMENT MARKING	LIN FT	\$0.20	\$2,370.00	\$2,370.00				
2582.503			<b>5925</b>	<b>5925</b>				
4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	\$2,962.50	\$2,962.50				
2582.603			<b>22</b>	<b>22</b>				
PROTECT PAVEMENT MARKINGS	LIN FT	\$1.00	\$22.00	\$22.00				
<b>Totals For CP 0898-427269</b>			<b>\$37,361.93</b>	<b>\$37,361.93</b>				
<b>CP 0899-427271</b>								
2021.501	LUMP		<b>0.01</b>	<b>0.01</b>				
MOBILIZATION	SUM	\$42,000.00	\$420.00	\$420.00				
2355.506			<b>1164</b>	<b>1164</b>				
BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	\$1,978.80	\$1,978.80				

2356.604 BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	<b>9703</b> \$7,859.43	<b>9703</b> \$7,859.43				
2356.606 BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	<b>3202</b> \$8,549.34	<b>3202</b> \$8,549.34				
2563.601 TRAFFIC CONTROL	LUMP SUM	\$25,000.00	<b>0.01</b> \$250.00	<b>0.01</b> \$250.00				
2580.503 INTERIM PAVEMENT MARKING	LIN FT	\$0.20	<b>7180</b> \$1,436.00	<b>7180</b> \$1,436.00				
2582.503 4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	<b>3590</b> \$1,795.00	<b>3590</b> \$1,795.00				
2582.603 PROTECT PAVEMENT MARKINGS	LIN FT	\$1.00	<b>19</b> \$19.00	<b>19</b> \$19.00				
Totals For CP 0899-427271			<b>\$22,307.57</b>	<b>\$22,307.57</b>				
<b>HERMANTOWN - CP 0000-494170</b>								
2021.501 MOBILIZATION	LUMP SUM	\$42,000.00	<b>0.02</b> \$840.00				<b>0.02</b> \$840.00	
2355.506 BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	<b>2463</b> \$4,187.10				<b>2463</b> \$4,187.10	
2356.604 BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	<b>20524</b> \$16,624.44				<b>20524</b> \$16,624.44	
2356.606 BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	<b>6743</b> \$18,003.81				<b>6743</b> \$18,003.81	
2563.601 TRAFFIC CONTROL	LUMP SUM	\$25,000.00	<b>0.02</b> \$500.00				<b>0.02</b> \$500.00	
2580.503 INTERIM PAVEMENT MARKING	LIN FT	\$0.20	<b>10190</b> \$2,038.00				<b>10190</b> \$2,038.00	
2582.503 4" SOLID LINE MULTI COMP	LIN FT	\$0.26	<b>10620</b> \$2,761.20				<b>10620</b> \$2,761.20	
2582.503 4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	<b>5095</b> \$2,547.50				<b>5095</b> \$2,547.50	
2582.602 PROTECT PAVEMENT MARKINGS	EACH	\$25.00	<b>2</b> \$50.00				<b>2</b> \$50.00	
2582.603 PROTECT PAVEMENT MARKINGS	LIN FT	\$1.00	<b>24</b> \$24.00				<b>24</b> \$24.00	
Totals For HERMANTOWN - CP 0000-494170			<b>\$47,576.05</b>				<b>\$47,576.05</b>	
<b>TOWN OF CANOSIA - CP 5525-507902</b>								
2021.501 MOBILIZATION	LUMP SUM	\$42,000.00	<b>0.02</b> \$840.00			<b>0.02</b> \$840.00		
2355.506 BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	<b>1549</b> \$2,633.30			<b>1549</b> \$2,633.30		
2356.604 BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	<b>12907</b> \$10,454.67			<b>12907</b> \$10,454.67		
2356.606 BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	<b>4259</b> \$11,371.53			<b>4259</b> \$11,371.53		
2563.601 TRAFFIC CONTROL	LUMP SUM	\$25,000.00	<b>0.02</b> \$500.00			<b>0.02</b> \$500.00		
2580.503 INTERIM PAVEMENT MARKING	LIN FT	\$0.20	<b>9540</b> \$1,908.00			<b>9540</b> \$1,908.00		
2582.503 4" SOLID LINE MULTI COMP	LIN FT	\$0.26	<b>9520</b> \$2,475.20			<b>9520</b> \$2,475.20		
2582.503 4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	<b>4770</b> \$2,385.00			<b>4770</b> \$2,385.00		
Totals For TOWN OF CANOSIA - CP 5525-507902			<b>\$32,567.70</b>			<b>\$32,567.70</b>		
<b>TOWN OF MIDWAY - CP 0000-509480</b>								
2021.501 MOBILIZATION	LUMP SUM	\$42,000.00	<b>0.03</b> \$1,260.00				<b>0.03</b> \$1,260.00	

2355.506 BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.70	<b>3321</b> \$5,645.70				<b>3321</b> \$5,645.70		
2356.604 BITUMINOUS SEAL COAT-SCRUB SEAL	SQ YD	\$0.81	<b>27676</b> \$22,417.56				<b>27676</b> \$22,417.56		
2356.606 BITUMINOUS MATERIAL FOR SCRUB SEAL	GALLON	\$2.67	<b>9133</b> \$24,385.11				<b>9133</b> \$24,385.11		
2563.601 TRAFFIC CONTROL	LUMP SUM	\$25,000.00	<b>0.03</b> \$750.00				<b>0.03</b> \$750.00		
2580.503 INTERIM PAVEMENT MARKING	LIN FT	\$0.20	<b>4620</b> \$924.00				<b>4620</b> \$924.00		
2582.503 4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.50	<b>2310</b> \$1,155.00				<b>2310</b> \$1,155.00		
2582.603 PROTECT PAVEMENT MARKINGS	LIN FT	\$1.00	<b>173</b> \$173.00				<b>173</b> \$173.00		
Totals For TOWN OF MIDWAY - CP 0000-509480									
Total			\$2,058,646.01	\$117,757.67	\$32,567.70	<b>\$47,576.05</b>	\$56,710.37	\$1,804,034.22	<b>\$0.00</b>

\*95%

Amount Due \$45,197.25





# Saint Louis County



## Public Works Department - Accounts Receivable Invoice

Date: 6/3/20

Description: CP 0000-430506 City of Hermantown Pay Request 1 per Agreement

Invoice # 218100

### HERMANTOWN TREAS

5105 MAPLE GROVE RD  
HERMANTOWN, MN 55811

*SLC Use Only*

Agency	Object	Description	Quantity	Unit Cost	Tax	Line Cost
203588	551503	CP 0000-430506 City of Hermantown Pay Request 1 per Agreement	139,361.16	\$1.00	\$0.00	\$139,361.16
<b>TOTAL BALANCE DUE</b>						<b>\$139,361.16</b>

*Please make check payable to: St. Louis County Auditor*

Send to: St. Louis County Public Works Department  
Attention: Mark Florence  
4787 Midway Rd  
Duluth, MN 55811

**PAYMENT DUE 30 DAYS FROM INVOICE DATE**

06/16/2020 4:36 PM

1 / 1

**Project: CP 0000-430506****Material Funding Report: Estimated Quantities using Awarded Prices By Funding Source**

Description	Unit	Unit Price	Contract Totals	220582 - Hermantown - Local by Municipality	- Unfunded
<b>CP 0000-494171 (LOBERG AVE.)</b>					
2021.501 MOBILIZATION	LUMP SUM	\$3,950.00	1 \$3,950.00	1 \$3,950.00	
2102.518 PAVEMENT MARKING REMOVAL	SQ FT	\$2.40	1065.66 \$2,557.58	1065.66 \$2,557.58	
2355.506 BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.60	3026 \$4,841.60	3026 \$4,841.60	
2356.504 BITUMINOUS SEAL COAT	SQ YD	\$0.80	25213 \$20,170.40	25213 \$20,170.40	
2356.506 BITUMINOUS MATERIAL FOR SEAL COAT	GALLON	\$2.30	8068 \$18,556.40	8068 \$18,556.40	
2506.602 PROTECT CASTING COVER	EACH	\$45.00	3 \$135.00	3 \$135.00	
2563.601 TRAFFIC CONTROL	LUMP SUM	\$1,900.00	1 \$1,900.00	1 \$1,900.00	
2573.502 STORM DRAIN INLET PROTECTION	EACH	\$120.00	27 \$3,240.00	27 \$3,240.00	
2580.503 INTERIM PAVEMENT MARKING	LIN FT	\$0.12	21558 \$2,586.96	21558 \$2,586.96	
2582.503 4" SOLID LINE MULTI COMP	LIN FT	\$0.30	4773 \$1,431.90	4773 \$1,431.90	
2582.503 6" SOLID LINE MULTI COMP	LIN FT	\$0.35	6065 \$2,122.75	6065 \$2,122.75	
2582.503 24" SOLID LINE MULTI COMP	LIN FT	\$7.50	190 \$1,425.00	190 \$1,425.00	
2582.503 4" BROKEN LINE MULTI COMP	LIN FT	\$0.30	600 \$180.00	600 \$180.00	
2582.503 4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.55	1591 \$875.05	1591 \$875.05	
2582.503 6" DOTTED LINE MULTI COMP	LIN FT	\$1.35	1740 \$2,349.00	1740 \$2,349.00	
2582.503 6" BROKEN LINE MULTI COMP	LIN FT	\$0.55	2098 \$1,153.90	2098 \$1,153.90	
2582.518 PAVT MSSG MULTI COMP	SQ FT	\$9.00	823.75 \$7,413.75	823.75 \$7,413.75	
2582.518 CROSSWALK MULTI COMP	SQ FT	\$7.00	1152 \$8,064.00	1152 \$8,064.00	
<b>Totals For CP 0000-494171 (LOBERG AVE.)</b>			<b>\$82,953.29</b>	<b>\$82,953.29</b>	
<b>CP 0000-494172 (MARKET ST.)</b>					
2021.501 MOBILIZATION	LUMP SUM	\$4,200.00	1 \$4,200.00	1 \$4,200.00	
2355.506 BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.60	1404 \$2,246.40	1404 \$2,246.40	
2356.504 BITUMINOUS SEAL COAT	SQ YD	\$0.80	11704 \$9,363.20	11704 \$9,363.20	
2356.506 BITUMINOUS MATERIAL FOR SEAL COAT	GALLON	\$2.30	4138 \$9,517.40	4138 \$9,517.40	
2506.602 PROTECT CASTING COVER	EACH	\$80.00	5 \$400.00	5 \$400.00	
2563.601 TRAFFIC CONTROL	LUMP SUM	\$1,900.00	1 \$1,900.00	1 \$1,900.00	
2573.502 STORM DRAIN INLET PROTECTION	EACH	\$110.00	17 \$1,870.00	17 \$1,870.00	
2580.503 INTERIM PAVEMENT MARKING	LIN FT	\$0.15	11814 \$1,772.10	11814 \$1,772.10	

2582.503 4" SOLID LINE MULTI COMP	LIN FT	\$0.30	<b>1740</b> \$522.00	<b>1740</b> \$522.00	
2582.503 6" SOLID LINE MULTI COMP	LIN FT	\$0.40	<b>2602</b> \$1,040.80	<b>2602</b> \$1,040.80	
2582.503 24" SOLID LINE MULTI COMP	LIN FT	\$7.50	<b>153</b> \$1,147.50	<b>153</b> \$1,147.50	
2582.503 4" BROKEN LINE MULTI COMP	LIN FT	\$0.30	<b>360</b> \$108.00	<b>360</b> \$108.00	
2582.503 4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.60	<b>1667</b> \$1,000.20	<b>1667</b> \$1,000.20	
2582.602 PROTECT PAVEMENT MARKINGS	EACH	\$115.00	<b>49</b> \$5,635.00	<b>49</b> \$5,635.00	
2582.603 PROTECT PAVEMENT MARKINGS	LIN FT	\$5.00	<b>106</b> \$530.00	<b>106</b> \$530.00	
<b>Totals For CP 0000-494172 (MARKET ST.)</b>			<b>\$41,252.60</b>	<b>\$41,252.60</b>	
<b>CP 0000-494173 (WESTBERG RD.)</b>					
2021.501 MOBILIZATION	LUMP SUM	\$4,500.00	<b>1</b> \$4,500.00	<b>1</b> \$4,500.00	
2355.506 BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$1.60	<b>716</b> \$1,145.60	<b>716</b> \$1,145.60	
2356.504 BITUMINOUS SEAL COAT	SQ YD	\$1.15	<b>5963</b> \$6,857.45	<b>5963</b> \$6,857.45	
2356.506 BITUMINOUS MATERIAL FOR SEAL COAT	GALLON	\$2.30	<b>1908</b> \$4,388.40	<b>1908</b> \$4,388.40	
2563.601 TRAFFIC CONTROL	LUMP SUM	\$1,900.00	<b>1</b> \$1,900.00	<b>1</b> \$1,900.00	
2580.503 INTERIM PAVEMENT MARKING	LIN FT	\$0.12	<b>7496</b> \$899.52	<b>7496</b> \$899.52	
2582.503 6" SOLID LINE MULTI COMP	LIN FT	\$0.40	<b>3693</b> \$1,477.20	<b>3693</b> \$1,477.20	
2582.503 4" DBLE SOLID LINE MULTI COMP	LIN FT	\$0.60	<b>1874</b> \$1,124.40	<b>1874</b> \$1,124.40	
2582.603 PROTECT PAVEMENT MARKINGS	LIN FT	\$5.00	<b>39.5</b> \$197.50	<b>39.5</b> \$197.50	
<b>Totals For CP 0000-494173 (WESTBERG RD.)</b>			<b>\$22,490.07</b>	<b>\$22,490.07</b>	
<b>Total</b>			<b>\$146,695.96</b>	<b>\$146,695.96</b>	<b>\$0.00</b>

Not SA Eligible

\* 95%

Amount Due \$139,361.16

Total of Market and Loberg = \$124,205.89

**TO:** Mayor & City Council  
**FROM:** Eric Johnson, Community  
Development Director



**DATE:** July 28, 2020                      **Meeting Date:** 8/3/20  
**SUBJECT:** Wetland Replacement Plan to impact 13,540 square feet of wetland area      **Agenda Item: 12-D**                      **Resolution 2020-108**

**REQUESTED ACTION**

**Approve a Wetland Replacement Plan in order to construct a proposed apartment building development.**

**DESCRIPTION OF REQUEST**

The applicant is proposing a 149-unit, five story apartment building consisting of 11 alcove/studio units, 85 one bedroom units, 33 two bedroom units and 20 three bedroom units. The building has a footprint of approximately 42,260 square feet for a total of approximately 222,050 square feet in size.

The location of the building and stormwater pond will impact 13,540 square feet of wetland on the property. The proposed delineation has been reviewed and approved by the Hermantown Technical Evaluation Panel (TEP) with the impacts being approved on July 20, 2020.

This application was heard at the July 21, 2020 Planning Commission meeting. There were no questions pertaining to the application. The Planning Commission unanimously recommended moving the application onto the City Council for their review and approval.

**SITE INFORMATION:**

**Parcel Size:** 5.0 acres  
**Legal Access:** 5298 Ugstad Road  
**Wetlands:** Yes, delineation approved in 2020; Impacts approved in 2020  
**Existing Zoning:** C, Commercial  
**Airport Overlay:** C, height restrictions only  
**Shoreland Overlay:** None  
**Comprehensive Plan:** Commercial

**Development Details**

The applicant is proposing to grade and fill a 13,540 square foot area in order to construct the building and stormwater facility. Numerous concepts were presented to the TEP in order to minimize or avoid impacts to the wetlands. After discussions and on site meetings it was determined that the impacts should be approved along with the creation of a 3,642 square foot raingarden which would use the on-site wetland soils as it's drainage bed.

## **Wetlands**

The Hermantown TEP reviewed the delineation at its June 15, 2020 meeting. The TEP found that the delineation was presented accurately and should be approved. In addition, the TEP received an application for 13,540 square feet of impacts on June 25, 2020 for the purpose of constructing the building and stormwater management improvements. This request was approved by the TEP on July 20, 2020.

## **Summary**

Staff recommends approval of the Wetland Replacement Plan with the following conditions:

1. Proof of a purchase agreement for wetland credits from the appropriate Bank Service Area.
2. Conduct best management methods that will be used to protect the wetland soils harvested from the existing wetlands and being used in the raingarden.
3. Construct the 3,642 square foot raingarden in accordance with the approved engineering plans.
4. The applicant shall sign a consent form assenting to all conditions of this approval.
5. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

## **ATTACHMENTS:**

- Location Map
- Wetland Delineation
- Proposed Site Plan
- Credit Purchase

**Resolution No. 2020-108**

**RESOLUTION APPROVING WETLAND REPLACEMENT PLAN FOR P&R PROPERTIES  
TWIN PORTS, LLC**

WHEREAS, The Minnesota legislature initially enacted the Wetland Conservation Act (“WCA”) in 1991, amended from time to time by the Minnesota Legislature, and

WHEREAS, Minnesota Rules Chapter 8420 (“WCA Rules”) were adopted to implement the WCA, and whenever any capitalized term is used in this Resolution it shall have the meaning given that term in the WCA Rules unless the context clearly requires otherwise, and

WHEREAS, Under the WCA Rules, the Hermantown City Council is the Local Government Unit (“LGU”) for purposes of administering the WCA in Hermantown, and

WHEREAS, P&R Properties Twin Ports, LLC (Applicant) applied to the City of Hermantown (“Application”) for approval of a Wetland Replacement Plan for an activity affecting 13,540 square feet of Wetlands (“Project”), for property with a legal description attached hereto as Exhibit A (“Land”), and

WHEREAS, The LGU mailed a copy of the Application and an invitation to submit comments on the Application to the members of the Hermantown Technical Evaluation Panel (“TEP”), and

WHEREAS, The TEP duly considered the Application at a meeting (“TEP Meeting”) held on May 26, 2020 and June 15, 2020, such meetings having included an on-site inspection, completion of technical findings and recommendations on questions of Wetland functions, and the resulting public values, location, size, and type with respect to the Application, described in the TEP Meeting minutes, and

WHEREAS, The TEP recommended approval of the Replacement Plan, and

WHEREAS, Pursuant to the LGU’s WCA Resolution, the Planning Commission of the LGU held a public hearing (“Hearing”) and recommended approval of the Application at its meeting of July 21, 2020 and

WHEREAS, The City Council has duly considered the Application, the record of the Hearing, the entire file of the LGU with respect to the Application, the recommendation of the TEP and Planning Commission and such other matters as it deems relevant, and

WHEREAS, Based on such review and consideration the City Council of the City of Hermantown hereby makes the following:

**CONCLUSION**

On the basis of the foregoing Findings of Fact, the City Council of the City of Hermantown is hereby resolved as follows:

1. Proof of a purchase agreement for wetland credits from the appropriate Bank Service Area.
2. Conduct best management methods that will be used to protect the wetland soils harvested from the existing wetlands and being used in the raingarden.
3. Construct the 3,642 square foot raingarden in accordance with the approved engineering plans.
4. The applicant shall sign a consent form assenting to all conditions of this approval.

5. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted August 3, 2020.

### LEGAL DESCRIPTION

A rectangular tract of land in the Northwest Quarter of Northwest Quarter, Section 10, Township 50, Range 15, bounded as follows: On the North by the Southerly line of State Highway #53 as the same existed on January 31, 1946, running through said section; on the South by a line parallel to and 660 feet distant from the first mentioned line; on the West by the easterly line of the Ugstad Road as the same existed on January 31, 1946; and the East by a line parallel to the last mentioned line and 330 feet distant therefrom.



**ACCEPTANCE OF RESOLUTION**

P&R Properties Twin Ports, LLC (“Applicant”) hereby acknowledges and accepts the conditions specified on the foregoing Resolution and covenants and agrees to comply with each and every such condition.

Applicant acknowledges that the failure to comply with all of the modifications and conditions shall constitute a violation of the Hermantown Zoning Ordinance and that the City of Hermantown may, in such event, exercise and enforce its rights against the undersigned by instituting any appropriate action or proceeding to prevent, restrain, correct or abate the violation including, without limitation, exercising and enforcing its rights against any security that the undersigned may provide to the City to insure its compliance with the conditions contained in the foregoing Resolution.

Applicant acknowledges that this Resolution shall be recorded with the title to the property described in the text of the Resolution.

IN WITNESS WHEREAS, P&R Properties Twin Ports, LLC has executed this acceptance this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
P&R Properties Twin Ports, LLC

STATE OF MINNESOTA     )  
  )ss.  
COUNTY OF ST. LOUIS     )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2020, by P&R Properties Twin Ports, LLC.

\_\_\_\_\_  
Notary Public

# Location Map





- Delineation Boundary
- Delineated Wetland
- Wet Ditch cut through uplands
- Upland Sampling Point
- Wetland Sampling Point
- National Wetland Inventory



P&R PROPERTIES  
HERMANTOWN, MINNESOTA

PREPARED FOR  
P&R Properties

FIGURE 2

WETLAND BOUNDARIES AND SAMPLING  
POINT LOCATIONS  
MAY, 2020

WSP, Inc. 227 S. Exchange St. Suite 101 Duluth, MN 55812 Tel. 763.221.1100



### EROSION CONTROL NOTES

1. See Sheet C402 for Erosion Control Notes.

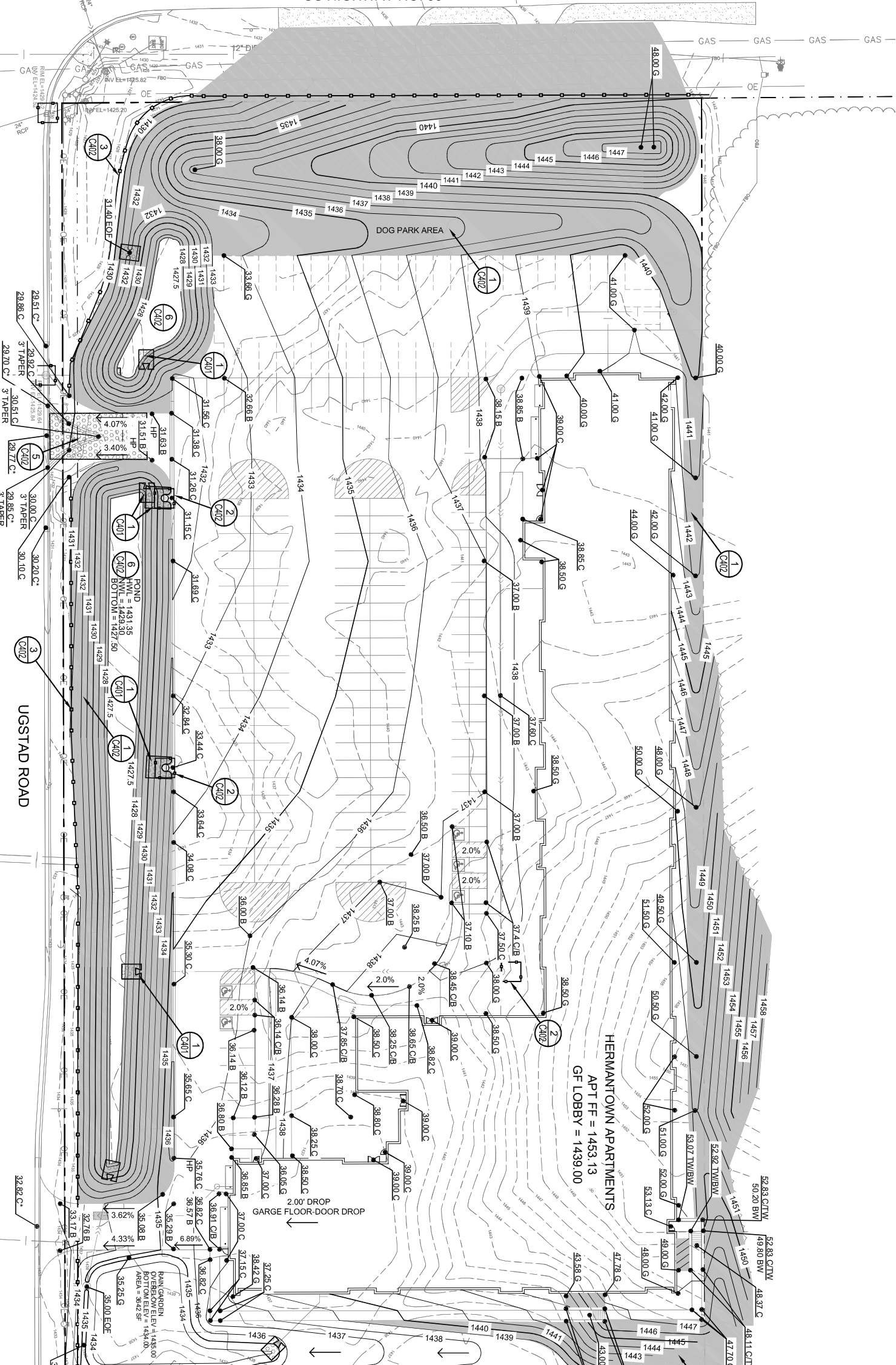
### GRADING NOTES

1. Tree protection consisting of snow fence or safety fence installed at the drip line shall be in place prior to beginning any grading or demolition work at the site.
2. All elevations with an asterisk (\*) shall be field verified. If elevations vary significantly, notify the Engineer for further instructions.
3. Grades shown in paved areas represent finish elevations.
4. Restore all disturbed areas with 4" of good quality topsoil and seed.
5. All construction shall be performed in accordance with state and local standard specifications for construction.

### LEGEND

- 990 --- EXISTING CONTOURS
- 990 --- PROPOSED CONTOURS - MAJOR INTERVAL
- 949 --- PROPOSED CONTOURS - MINOR INTERVAL
- - - - - GRADE BREAK LINE
- 2.0% GRADE SLOPE
- ← SILT FENCE
- RII-RAP / ROCK CONST. ENTRANCE
- EROSION CONTROL BLANKET
- INLET PROTECTION
- CONCRETE WASHOUT STATION
- SPOT ABBREVIATIONS:
- 1453.00 TW B - BITUMINOUS
- 1450.00 BW C - CONCRETE
- G - GROUND
- GF - GARAGE FLOOR
- TW - TOP OF WALL
- BW - BOTTOM OF WALL (F/G)
- (\*) - EXISTING TO BE VERIFIED

US HIGHWAY NO. 53



### RAIN GARDEN NOTES

1. A 6" native organic topsoil layer is to be placed in the rain garden area. This 6" topsoil layer shall be obtained and stockpiled from the existing wetland area located on site for use on the new rain garden once major construction activity in the rain garden area is complete.
2. The base material below the 6" topsoil lift in the rain garden shall consist of the existing native base material and shall be protected from compaction activities that may occur due to the construction.
3. In addition to the seed mixture that will come from the existing wetland material, seed called out from the MN Board of Water and Soil Resources called "Stormwater Pond Pollinator Northeast" shall be used as specified in the product specifications regarding seed mix and seeding rates.
4. Seed shall be broadcast and mulching is required.

PRELIMINARY NOT FOR CONSTRUCTION

**Larson Engineering, Inc.**  
 816 W. St. Germain Street  
 Suite 308  
 St. Cloud, MN 56301  
 320.774.1944  
 www.larsonengr.com

**P&R PLUMBING AND HEATING**  
 2306 SUPERIOR STREET  
 DULUTH, MN 55816

**HERMANTOWN P&R APARTMENTS**

Project Title: \_\_\_\_\_  
 Client: \_\_\_\_\_

I hereby certify that this plan, specification, and report were prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the state of Minnesota.

Thomas J. Hehenhoff, P.E.  
 Date: 06.19.2020 Lic. No.: 25520

Rev.	Date	Description

Project #:	122006033
Drawn By:	KAK
Checked By:	TJH
Issue Date:	06.19.2020

Sheet: **C200**

**GRADING AND EROSION CONTROL PLAN**

# Transaction Form to Withdraw Credits

## Minnesota Wetland Bank Program

If the layout of this form looks incorrect, click on *View, Edit Document*, then save it to your computer.

<b>1. Credit User</b>		<i>This space for BWSR use only.</i>
<b>Name:</b> Ryan Nelson	<b>Organization:</b> P&R Properties	
<b>Address:</b> 2306 W Superior Street Duluth, MN 55816	<b>Email:</b> ryan@prplub.com	
<b>Phone:</b> 218.722.3645	<b>LGU File #:</b> 20-28 WL-D R	
<b>Consultant:</b> Rob Peterson, WSP		

<b>2. Wetland Impact Information</b>	
To be completed for the project impacting wetlands and with which this withdrawal is intended to replace.	
<b>Project Name:</b> 529 Ugstad Road	<b>Impact Size (acres):</b> 0.3100
<b>Impact County:</b> St. Louis	<b>Impact Wetland type:</b> Type 7 Coniferous Swamp
<b>Impact Major Watershed/BSA:</b> <u>  1  </u> / <u>  1  </u>	<b>Replacement Ratio:</b> 1.5:1
<b>Sec/Twp/Range:</b> 10/50N/15W	
*Projects with multiple locations should use the most central location in relation to the project as a whole.	
<b>Are Federally authorized credits required for this impact?</b> Yes	
<b>Corps Regulatory File Number:</b>	MVP-Click or tap here to enter text.
<b>Comments:</b>	

<b>3. Credits to be Withdrawn</b> To be completed by the seller of the credits (account holder)				
<b>Account Information</b>				
<b>Account:</b> 1521		<b>County:</b> St. Louis		<b>Bank Service Area:</b> 1
Credit Subgroup	Wetland Type/Plant Community Type	Federally Approved?	Cost per Credit	Credit Amounts
C	Type 3 Shallow Marsh	Yes		0.4650
<b>Per Credit Withdrawal Fee by BSA</b>			<b>Total Credits:</b>	<b>0.4650</b>
BSA 1 \$520	BSA 6 \$1,083	<b>Enter the Withdrawal Fee for the BSA of the account:</b>	<i>(Withdrawal Fee x total credits)</i>	
BSA 2 \$371	BSA 7 \$1,992	<b>\$685</b>	<b>Withdrawal Fee:</b>	<b>\$318.53</b>
BSA 3 \$725	BSA 8 \$2,577	<b>Easement Stewardship Fee:</b>	<i>(Easement Stewardship fee x total credits)</i>	
BSA 4 \$1,412	BSA 9 \$2,628	<b>\$302</b>	<b>Stewardship Fee:</b>	<b>\$140.43</b>
BSA 5 \$685	BSA 10 \$3,099		<b>Total Fees:</b>	<b>\$458.96</b>

Please make checks payable to the Minnesota Board of Water and Soil Resources. BWSR does not accept cash.

BWSR fee policy: <http://www.bwsr.state.mn.us/wetlands/wetlandbanking/fee> and sales data/Wetland Banking Fee Policy Effective June1 2017.pdf

**Project Name:** 529 Ugstad Road

Confirmation email will be emailed to the user, seller, and regulatory representative when the transaction is complete. If anyone else should be notified please indicated their emails below:

\_\_\_\_\_ joe@ecosystempartners.com \_\_\_\_\_

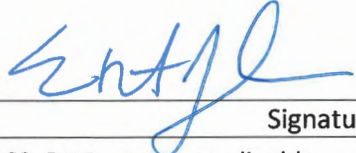
#### 4. Regulatory Authorization

By signing below, the identified agency and authorized representative hereby certifies that they have: a) verified that the subject wetland credits are deposited in the account of the owner/seller, b) approved a wetland replacement plan or similar agreement under their jurisdiction, and c) approve the proposed use of the wetland bank credit described above.

WCA LGU/Agency: City of Hermantown

LGU Representative: Eric Johnson

Email Address: eric.johnson@hermantownmn.com

  
\_\_\_\_\_

Signature

7/22/2020  
\_\_\_\_\_

Date

For NRCS, DNR, etc. as applicable

Agency Name and Location:

Representative:

Email Address:

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

#### 5. Credit User Signature

By signing below the proposed credit user attests that he/she owns or has purchased the credits identified in this form and has received approval from the regulatory authority(ies).

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

#### 6. Account Holder Signature

By signing below I, the seller and holder of the aforementioned account in the State of Minnesota Wetland Mitigation Bank, certify that:

- 1) The credits described in this transaction form have been sold to the credit user or will be used for my own project;
- 2) I have received payment in full from the buyer (if applicable);
- 3) The credits described in this transaction form have not been sold or used in any way to mitigate wetland losses other than for the project and location identified in the wetland impact information block on the previous page;
- 4) The credits described in this application should be withdrawn from my account; and
- 5) I will not have a negative balance of credits after the subject credits are debited from my account.

Name/Representative: Katherine Birnie

Email Address: katherine@ecosystempartners.com

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

Send complete forms and fee payments to:

Wetland Bank Administration  
Minnesota Board of Water and Soil Resources  
520 Lafayette Road North  
Saint Paul, MN 55155



**BACKGROUND:**

The City updated its regulations covering splitting of land and subdivisions in 2016. The update to the regulations created a process to allow flag lots in residential zoning districts. A flag lot is defined as a lot containing an area shaped like a “flag” which is the portion of the lot where all structures are to be located and an area shaped like a “pole” which is the portion of the lot where the vehicular access between the flag and its adjoining road shall be located. The regulations set ten standards for flag lots in Hermantown. These are listed in the Findings section. Flag lots require a public hearing by the Planning Commission and approval by the City Council.

Administrative approvals and Flag Lot approvals require a certificate of survey, resulting legal descriptions, and review of any assessments. In addition, the City charges a fee in lieu of land dedication of \$1,100 for parks and recreation for every new residential lot created.

National Wetland Inventory maps do not show the presence of wetlands on this property.

There is an existing water line and sanitary sewer within the right of way of Morris Thomas Road. The property owner will need to submit for the proper required permits and pay any applicable connection and access fees in order to utilize these existing utility services. The existing home utilizes City water and sewer and the new flag lot is also planning to utilize City sanitary sewer and water services.

**FINDINGS:**

Staff recommends the following findings of fact regarding the flag lot split application:

- 1. The resulting lots do not violate any provision of the Hermantown Zoning Regulations, Comprehensive Plan, or any other local ordinance.** The lot exceeds minimum standards in the R-3, Residential District, maintains the suburban residential development pattern identified in the Comprehensive Plan, and has access to water and sewer.
- 2. The width of the flag lot at the front yard setback line must meet the lot width requirements of the Hermantown Zoning Regulations.** The lot is 183’ wide at the front yard setback line which exceeds the requirement of 100’.
- 3. The pole portion of a flag lot shall not exceed 500 feet.** The pole is 500’ feet long.
- 4. The pole portion of a flag lot must have a minimum width of 30 feet, be of uniform width, be a platted part of the flag lot, and connect to a public street. The driveway shall be set back a minimum of 10 feet from the neighboring property that was not used to create the flag lot and five feet from the mother property.** The pole is 37’ wide. Approval of building permits will be conditioned on siting of the driveway to meet setback standards defined in Section 1010.04.04 of the Hermantown Zoning Regulations.
- 5. The pole portion of the flag lot will not be included in calculating the minimum lot area.** The lot area without the “pole” is 3.47 acres which exceeds the ½ acre minimum lot size of the R-3, Residential zoning district.
- 6. Only one flag lot may be created from an existing/mother property.** The city will record that no further flag lots can be created from PIN #395-0010-08380.



7. **Must be used exclusively for single family dwelling and accessory uses.** The intended uses of the new developable lot is for single family residential. The City will only issue building or zoning permits for single family residential and related uses.
8. **The City must determine that the creation of the flag lot will not interfere with future development of roads or interior lands.** The rear of the parcel abuts the County Acres development and the creation of a flag lot would not hinder development in this area.
9. **The City must determine that the flag lot provides adequate accessibility of emergency responders.** The proposed pole meets minimum width and the maximum length. Both standards were developed with emergency response vehicles in mind.
10. **All flag lots must display an address at their closest point of access to a public street for emergency responders.** The applicant will have to assent to displaying 911 addressing in a visible location at the entrance of the driveway.

**RECOMMENDATION:**

1. Recommend approval of the creation of a 183' by 823' flag lot with a 37' by 500' pole abutting Morris Thomas Road.
2. Adopt the stated Findings of Fact and other content of this report as the required findings identified in Section 1010.04.11.6 of the Hermantown Zoning Regulations.
3. Prior to recording of the flag lot the applicant shall pay a fee in lieu of land dedication for parks and recreation of \$1,100.
4. Prior to issuance of a City land alteration permit for site work on the flag lot the applicant of the land alteration permit will provide a site plan depicting the driveway and flag the location of the driveway for inspection to confirm that it meets setback requirements listed Section 1010.04 of the Hermantown Zoning Regulations.
5. The applicant will need to complete the hook up to the City sanitary sewer service and pay the associated sewer assessment balance and City and WLSSD hookup fees.
6. The applicant shall sign a consent form assenting to all conditions of this approval.
7. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

**SOURCE OF FUNDS (if applicable)**

N/A

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**ATTACHMENTS**

- 5161 Morris Thomas Road Location Map
- Proposed Survey and Legal Descriptions

**Resolution 2020-109**

**RESOLUTION APPROVING A FLAG LOT SUBDIVISION OF  
5161 MORRIS THOMAS ROAD AND AUTHORIZING CITY STAFF TO EXECUTE SUCH  
SUBDIVISION UPON THE SATISFACTION OF CERTAIN CONDITIONS**

WHEREAS, Survey documents ("Survey") of the flag lot subdivision have been submitted to the City;  
and

WHEREAS, Sandra Carlson ("Applicant") has requested that the City Council approve the flag lot  
subdivision creating one (1) new conforming lot from the existing 5161 Morris Thomas Road property; and

WHEREAS, The Hermantown Planning and Zoning Commission has recommended the approval of  
the flag lot subdivision; and

WHEREAS, The City Council has duly considered this matter and believes that it is in the best  
interests of the City of Hermantown that the flag lot subdivision be approved, subject to the satisfaction of  
certain conditions; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown, Minnesota,  
as follows:

1. The flag lot subdivision is hereby approved.
2. City Staff are hereby authorized and directed to execute the flag lot subdivision on behalf of the City of Hermantown when City Staff determine that all of the following items have been satisfied:
  - 2.1. Prior to issuance of a City land alteration permit for site work on the flag lot, the applicant of the land alteration permit will provide a site plan depicting the driveway and flag the location of the driveway for inspection to confirm that it meets setback requirements listed in Section 1010.04 of the Hermantown Zoning Regulations.
  - 2.2 The new flag lot will be required to pay for all applicable sewer and water services for the newly created flag lot and pay all applicable fees.
  - 2.3 Prior to recording of the flag lot the applicant shall pay a fee in lieu of land dedication for parks and recreation of \$1,100.
  - 2.4 The applicant shall sign a consent form assenting to all conditions of this approval.
  - 2.5 No further flag lot splits will be allowed for the subject property. In addition, the applicants consent to a 911 sign being installed at the driveway entrance of the newly created flag lot.
  - 2.6 The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Councilor \_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted August 3, 2020.



**EXHIBIT A**

The East Half of the East Half of the Southwest Quarter of the Southeast Quarter except East 149 5/10 feet, of Section Twenty-seven (27), in Township Fifty (50) North of Range Fifteen (15) West of the Fourth Principal Meridian, St. Louis County, Minnesota.

Location Map





**Tract "A" Legal Description**

That part of the East Half of the East Half of the Southwest Quarter of the Southeast Quarter, Section 27, Township 50, Range 15, St. Louis County, Minnesota, described as follows:

Beginning at the southwest corner of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter; thence easterly, along the south line of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 37.00 feet; thence northerly, parallel with the west line of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 200.00 feet; thence easterly, parallel with said south line of the East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 13.00 feet; thence northerly, parallel with said west line of the East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 300.00 feet; thence easterly, parallel with said south line of the East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 133.94 feet to the west line of the East 149.50 feet of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter; thence northerly, along last described west line, a distance of 823.91 feet to the north line of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter; thence westerly, along last described north line, a distance of 183.86 feet to the northwest corner of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter; thence southerly, along said west line of the East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 1323.96 feet to said point of beginning.



**Tract "B" Legal Description**

That part of the East Half of the East Half of the Southwest Quarter of the Southeast Quarter, Section 27, Township 50, Range 15, St. Louis County, Minnesota, described as follows:

Commencing at the southwest corner of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter; thence easterly, along the south line of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 37.00 feet to the actual point of beginning of the tract of land herein described; thence northerly, parallel with the west line of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 200.00 feet; thence easterly, parallel with said south line of the East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 13.00 feet; thence northerly, parallel with said west line of the East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 300.00 feet; thence easterly, parallel with said south line of the East Half of the East Half of the Southwest Quarter of the Southeast Quarter, a distance of 133.94 feet to the west line of the East 149.50 feet of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter; thence southerly, along last described west line, a distance of 500.00 feet to said south line of said East Half of the East Half of the Southwest Quarter of the Southeast Quarter; thence westerly, along last described south line, a distance of 146.99 feet to said point of beginning.



### **BACKGROUND:**

The City updated its regulations covering splitting of land and subdivisions in 2016. The update to the regulations created a process to allow flag lots in residential zoning districts. A flag lot is defined as a lot containing an area shaped like a “flag” which is the portion of the lot where all structures are to be located and an area shaped like a “pole” which is the portion of the lot where the vehicular access between the flag and its adjoining road shall be located. The regulations set ten standards for flag lots in Hermantown. These are listed in the Findings section. Flag lots require a public hearing by the Planning Commission and approval by the City Council.

Administrative approvals and Flag Lot approvals require a certificate of survey, resulting legal descriptions, and review of any assessments. In addition, the City charges a fee in lieu of land dedication of \$1,100 for parks and recreation for every new residential lot created.

The existing home utilizes City water but has an existing private septic system. The property is stubbed to the sanitary service in Morris Thomas Road but is not currently hooked up. As part of the flag lot project, the applicant is planning to complete the hook up to City services and pay the associated sewer assessment balance and City and WLSSD hookup fees. The new flag lot will also utilize City sanitary sewer and water services and will be required to pay the associated sewer assessment and City and WLSSD hookup fees.

City wetland inventory maps indicate the potential of a 20,000 square foot wetland area approximately 900’ south of Morris Thomas Road. This potential wetland area is not within the proposed building pad area.

There is an existing water line along the southern right of way of Morris Thomas Road and sanitary sewer within the northern portion of the right of way. The applicant will need to submit for the proper required permits and pay any applicable connection fees in order to utilize these existing utility services.

### **FINDINGS:**

Staff recommends the following findings of fact regarding the flag lot split application:

- 1. The resulting lots do not violate any provision of the Hermantown Zoning Regulations, Comprehensive Plan, or any other local ordinance.** The lot exceeds minimum standards in the R-3, Residential District, maintains the suburban residential development pattern identified in the Comprehensive Plan, and has access to water and sewer.
- 2. The width of the flag lot at the front yard setback line must meet the lot width requirements of the Hermantown Zoning Regulations.** The lot is 166’ wide at the front yard setback line which exceeds the requirement of 100’.
- 3. The pole portion of a flag lot shall not exceed 500 feet.** The pole is 255’ feet long.
- 4. The pole portion of a flag lot must have a minimum width of 30 feet, be of uniform width, be a platted part of the flag lot, and connect to a public street. The driveway shall be set back a minimum of 10 feet from the neighboring property that was not used to create the flag lot and five feet from the mother property.** The pole is 31.75’ wide. Approval of

building permits will be conditioned on siting of the driveway to meet setback standards defined in Section 1010.04.04 of the Hermantown Zoning Regulations.

5. **The pole portion of the flag lot will not be included in calculating the minimum lot area.** The lot area without the “pole” is 3.93 acres which exceeds the ½ acre minimum lot size of the R-3, Residential zoning district.
6. **Only one flag lot may be created from an existing/mother property.** The city will record that no further flag lots can be created from PIN #395-0012-00150.
7. **Must be used exclusively for single family dwelling and accessory uses.** The intended uses of the new developable lot is for single family residential. The City will only issue building or zoning permits for single family residential and related uses.
8. **The City must determine that the creation of the flag lot will not interfere with future development of roads or interior lands.** The backside of the parcel abuts Wagner Road and the creation of a flag lot would not hinder development in this area.
9. **The City must determine that the flag lot provides adequate accessibility of emergency responders.** The proposed pole exceeds minimum width and is less than the maximum length. Both standards were developed with emergency response vehicles in mind.
10. **All flag lots must display an address at their closest point of access to a public street for emergency responders.** The applicant will have to assent to displaying 911 addressing in a visible location at the entrance of the driveway.

#### **RECOMMENDATION:**

1. Recommend approval of the creation of a 166’ by 1023’ flag lot with a 31.75’ by 255’ pole abutting Morris Thomas Road.
2. Adopt the stated Findings of Fact and other content of this report as the required findings identified in Section 1010.04.11.6 of the Hermantown Zoning Regulations.
3. Prior to recording of the flag lot the applicant shall pay a fee in lieu of land dedication for parks and recreation of \$1,100.
4. Prior to issuance of a City land alteration permit for site work on the flag lot the applicant of the land alteration permit will provide a site plan depicting the driveway and flag the location of the driveway for inspection to confirm that it meets setback requirements listed Section 1010.04 of the Hermantown Zoning Regulations.
5. The applicant will need to complete the hook up to the City sanitary sewer service and pay the associated sewer assessment balance and City and WLSSD hookup fees.
6. The applicant shall sign a consent form assenting to all conditions of this approval.
7. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

#### **SOURCE OF FUNDS (if applicable)**

N/A

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#### **ATTACHMENTS**

- 5140 Morris Thomas Road Location Map
- Proposed Survey and Legal Descriptions

**Resolution 2020-110**

**RESOLUTION APPROVING A FLAG LOT SUBDIVISION OF  
5140 MORRIS THOMAS ROAD AND AUTHORIZING CITY STAFF TO EXECUTE SUCH  
SUBDIVISION UPON THE SATISFACTION OF CERTAIN CONDITIONS**

WHEREAS, Survey documents ("Survey") of the flag lot subdivision have been submitted to the City;  
and

WHEREAS, William R. Wolk and Jennifer K. Wolk, husband and wife ("Applicants") have requested that the City Council approve the flag lot subdivision creating one (1) new conforming lot from the existing 5140 Morris Thomas Road property; and

WHEREAS, The Hermantown Planning and Zoning Commission has recommended the approval of the flag lot subdivision; and

WHEREAS, The City Council has duly considered this matter and believes that it is in the best interests of the City of Hermantown that the flag lot subdivision be approved, subject to the satisfaction of certain conditions; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown, Minnesota, as follows:

1. The flag lot subdivision is hereby approved.
2. City Staff are hereby authorized and directed to execute the flag lot subdivision on behalf of the City of Hermantown when City Staff determine that all of the following items have been satisfied:
  - 2.1. Prior to issuance of a City land alteration permit for site work on the flag lot, the applicant of the land alteration permit will provide a site plan depicting the driveway and flag the location of the driveway for inspection to confirm that it meets setback requirements listed in Section 1010.04 of the Hermantown Zoning Regulations.
  - 2.2. The new flag lot will be required to pay for all applicable sewer and water services for the newly created flag lot and pay all applicable fees.
  - 2.3. Prior to recording of the flag lot the applicant shall pay a fee in lieu of land dedication for parks and recreation of \$1,100.
  - 2.4. The applicant shall sign a consent form assenting to all conditions of this approval.
  - 2.5. No further flag lot splits will be allowed for the subject property. In addition, the applicants consent to a 911 sign being installed at the driveway entrance of the newly created flag lot.
  - 2.6. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Councilor \_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted August 3, 2020.



**EXHIBIT A**

East One-half of West One-half of West One-half of Northeast Quarter of Northeast Quarter (E1/2 of W1/2 of W1/2 of NE1/4 of NE1/4), of Section Thirty-four (34), in Township Fifty (50) North of Range Fifteen (15) West of the Fourth Principal Meridian, St. Louis County, Minnesota.



**Location Map**



BETUMINOUS SURFACE

GRAVEL SURFACE

EXISTING BUILDINGS

- X FENCE LINE
- OVERHEAD UTILITIES
- SECTION SUBDIVISION LINE
- RIGHT OF WAY LINE
- BOUNDARY LINE AS SURVEYED
- PROpane TANK
- GUY ANCHOR
- UTILITY POLE
- MISC. MARKER
- CAST IRON MON.

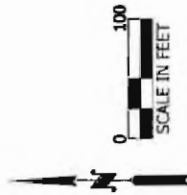
PARENT LEGAL DESCRIPTION PER DOCUMENT NO. 1024784  
 East One-half of West One-half of West One-half of Northeast  
 Quarter of Northeast Quarter (E1/2 of W1/2 of NE1/4 of  
 NE1/4), of Section Thirty-four (34), in Township Fifty (50) North of  
 Range Fifteen (15) West of the Fourth Principal Meridian, St. Louis  
 County, Minnesota.

LEGAL DESCRIPTION OF PARCEL A  
 The East 135.00 feet of the North 225.00 feet of the East One-half of  
 West One-half of West One-half of Northeast Quarter of Northeast  
 Quarter (E1/2 of W1/2 of NE1/4 of NE1/4), of Section  
 Thirty-four (34), in Township Fifty (50) North of Range Fifteen (15)  
 West of the Fourth Principal Meridian, St. Louis County, Minnesota.

Said parcel contains 34,425 square feet or 0.79 acres.

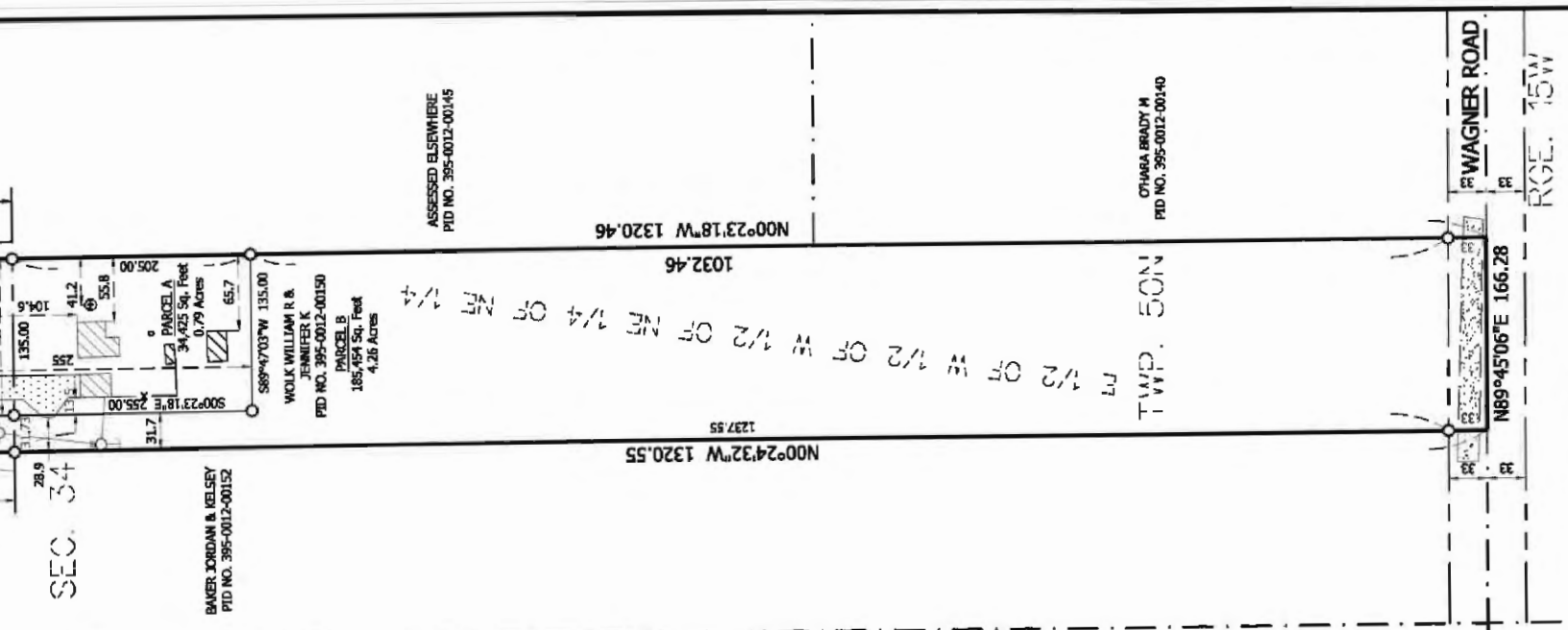
LEGAL DESCRIPTION OF PARCEL B  
 The East One-half of West One-half of West One-half of Northeast  
 Quarter of Northeast Quarter (E1/2 of W1/2 of W1/2 of NE1/4 of  
 NE1/4), of Section Thirty-four (34), in Township Fifty (50) North of  
 Range Fifteen (15) West of the Fourth Principal Meridian, St. Louis  
 County, Minnesota, EXCEPT the East 135.00 feet of the North 225.00  
 feet thereof.

Said parcel contains 185,454 square feet or 4.26 acres.



**SURVEYORS NOTES**

1. NO SPECIFIC SOILS INVESTIGATION HAS BEEN COMPLETED ON THIS LOT BY ALTA LAND SURVEY COMPANY. THE SUITABILITY OF SOILS TO SUPPORT THE SPECIFIC STRUCTURE PROPOSED IS NOT THE RESPONSIBILITY OF ALTA LAND SURVEY COMPANY OR THE SURVEYOR.
2. THIS SURVEY HAS BEEN CONDUCTED WITHIN THE BENEFIT OF A TITLE UNDER THE PROVISIONS OF THE REAL PROPERTY RECORDED OR UNRECORDED ENCUMBRANCES WHICH MAY BENEFIT OR ENCUMBER THIS PROPERTY HAS NOT BEEN COMPLETED BY ALTA LAND SURVEY COMPANY. THE SURVEYOR ASSUMES NO RESPONSIBILITY FOR SHOWING THE LOCATION OF RECORDED OR UNRECORDED ENCUMBRANCES OR OTHER ENCUMBRANCES NOT PROVIDED TO THE SURVEYOR AS OF THE DATE OF THE SURVEY.
3. BEARINGS ARE BASED ON THE ST. LOUIS COUNTY TRANSVERSE MEASUROR COORDINATE SYSTEM OF 1986. (MAD 83 2011)
4. BUILDING DIMENSIONS SHOWN ARE FOR HORIZONTAL & VERTICAL PLACEMENT OF STRUCTURE ONLY. SEE ARCHITECTURAL PLAN FOR



**TO:** Mayor & City Council  
**FROM:** Jim Crace, Chief of Police  
**DATE:** July 28, 2020  
**SUBJECT:** School Resource Officer  
Contract



**Meeting Date:** 8/3/20  
**Agenda Item: 12-G**      **Resolution 2020-111**

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**REQUESTED ACTION**

**Approve the renewal contract with the Hermantown School District for SRO Services**

---

**BACKGROUND**

This agreement has been in place for decades; it is an agreement for services rendered by the police department, to the school for law enforcement and security services.

---

**SOURCE OF FUNDS**

General Fund

---

**ATTACHMENTS**

Proposed Contract

**Resolution No. 2020-111**

**RESOLUTION AUTHORIZING AND DIRECTING MAYOR  
AND CITY CLERK TO EXECUTE AND DELIVER AGREEMENT  
BETWEEN THE HERMANTOWN POLICE DEPARTMENT AND HERMANTOWN  
COMMUNITY SCHOOLS FOR POLICE/SCHOOL  
LIAISON OFFICER**

WHEREAS, a cooperative effort by Independent School District No. 700 and the Hermantown Police Department to reduce delinquency and crime in the community, and to provide educational, prevention opportunities and security with our youth for a better understanding of law and law enforcement; and

WHEREAS, an Agreement for School Resource Officer (“SRO”) between the City of Hermantown Police Department and Independent School District No. 700 with respect to such services is attached hereto; and

WHEREAS, the City Council has duly considered the attached Agreement for SRO services and believes that it is in the best interests of the City of Hermantown for it to enter into such Agreement with Independent School District No. 700.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown that the Mayor and City Clerk are hereby authorized and directed to execute and deliver on behalf of the City of Hermantown the Agreement for SRO Services attached hereto between the City of Hermantown and Independent School District No. 700.

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted August 3, 2020.

**HERMANTOWN POLICE DEPARTMENT  
HERMANTOWN COMMUNITY SCHOOLS  
SCHOOL RESOURCE OFFICER**

**I. PURPOSE**

A cooperative effort by Independent School District No. 700 and the Hermantown Police Department to reduce delinquency and crime in the community, and to provide educational, prevention opportunities and security with our youth for a better understanding of law and law enforcement.

**II. DEFINITION**

The School Resource Officer (SRO) will be a Hermantown police officer with a minimum of two years of law enforcement experience. The SRO will assist in the coordination of a community approach involving the schools, parents, police and outside resources reaching the needs of both youth and the community.

**III. ASSIGNMENT**

Assignments to the SRO program are a temporary assignment and shall not be deemed a promotion. Reassignment may occur at any time, depending on the needs and priorities of the police department administration.

The officer's immediate supervisor will coordinate the duty schedule of the SRO. During school holidays and days off, the SRO is to resume patrol or investigative duties or as assigned otherwise.

**IV. DUTIES OF THE SCHOOL RESOURCE OFFICER**

1. Operate under the direct administration and supervision of the Hermantown Police Department and School Administration
2. Serve as a resource to staff, administration, parents and students regarding police and juvenile policies and procedures.
3. Coordinate with school administration for prevention and awareness educational subjects taught in the classroom.  
Mentoring – Reading Program  
Vocational – Drug & Tobacco Education  
“Just say No” Programs – DARE & Bullying
4. Respond to teachers' requests to speak in classes on other appropriate subjects.
5. Perform public relations activities, as requested by department supervisor and the School District.
6. Meet as needed with the Student Council, School Improvement Team and staff at the schools.

7. Work in conjunction with the District's psychologist, social worker and counselors as a resource person.
8. Work closely with the department supervisor and officers within the department on incidents concerning juveniles.
9. Establish a schedule for participation/visitation at the elementary school.
10. Work in cooperation with other agencies that support children's need and issues.
  - a) Make referrals to appropriate agencies.
11. Perform necessary and appropriate law enforcement functions.
12. Provide police supervision and security at extracurricular activities, as needed.  
**There will be no overtime charged to the School District.**

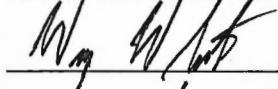
**V. COMPENSATION**

The School District will, in exchange for the School Resource Officer's service, pay the City of Hermantown a sum of Seventy-Five Thousand, Three Hundred Dollars (\$75,300) on or before March 1, 2021 for the 2020-2021 school year; and Seventy-Seven Thousand, Five Hundred Dollars (\$77,500) on or before March 1, 2022 for the 2021-2022 school year.

**VI. TERMINATION**

Either party may terminate this agreement with thirty (30) days notice or based upon the elimination of the Safe School levy, which directly funds the SRO services and DARE Program. Payment to the City would then be based on a prorating of service days provided. Unless sooner terminated by either party hereto, this agreement shall terminate and be of no further force and effect on June 30, 2022.

**HERMANTOWN I.S.D. #700**

  
 \_\_\_\_\_

Date: 7/28/2020

**CITY OF HERMANTOWN**

\_\_\_\_\_  
 Mayor

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
 City Clerk

Date: \_\_\_\_\_

**TO:** Mayor & City Council  
**FROM:** John Mulder, City Administrator



**DATE:** July 29, 2020                      **Meeting Date:** 8/3/20  
**SUBJECT:** 2020 RIP – Change Order # 2    **Agenda Item: 12-H**    **Resolution 2020-112**

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**REQUESTED ACTION**

**Approve Change Order Number 2 for \$4,085 for additional concrete curb and gutter, and for work related to driveways with pavers.**

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**BACKGROUND**

TKDA approved this change order on July 27, 2020 for additional work related to concrete curb and gutter, and for work related to driveways with pavers.

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**SOURCE OF FUNDS (if applicable)**

475-431150-550

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**ATTACHMENTS**

Change Order #2

**Resolution No. 2020-112**

**RESOLUTION APPROVING CHANGE ORDER NUMBER 2 FOR 2020 ROAD IMPROVEMENT DISTRICT NO. 531 & NO. 532**

WHEREAS, the City of Hermantown has contracted with Ulland Brothers, Inc. for construction of 2020 Road Improvement District No. 531 & No. 532 (“Project:”); and

WHEREAS, Ulland Brothers, Inc. has submitted Change Order No. 2 for additional concrete work and work related to driveways with pavers.

1. Increase contract amount by \$4,085.00.

WHEREAS, Ulland Brothers, Inc. has recommended such Change Order No. 2, and;

WHEREAS, Northland Consulting Engineers LLP has approved such Change Order No. 2.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota as follows:

1. Change Order No. 2 is hereby approved.

Councilor \_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution has been duly passed and adopted August 3, 2020.



Date of Issuance: 7/27/2020	Effective Date: 7/27/2020
Owner: City of Hermantown	Owner's Contract No.:
Contractor: Ulland Brothers, Inc	Contractor's Project No.:
Engineer: TKDA	Engineer's Project No.: 17587.000
Project: Hermantown SID 531 & 532, MSA 202-102-005	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

**Description:**

#1 Concrete curb and gutter and flume added on Portland Rd at Sta. 11+00 (\$2,540.00)  
 #2 Paver driveways - 2 on Johnson Rd pavers removed and stacked, 1 on Portland Rd pavers removed, salvaged, and reinstalled. (\$1,545.00)

Attachments: See two change order forms from Ulland Bros.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>2,235,779.50</u>	Original Contract Times: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____ days or dates
Increase from previously approved Change Orders No. 1 to No. <u>1</u> : \$ <u>23,677.62</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>  </u> to No. <u>  </u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>2,259,457.12</u>	Contract Times prior to this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____ days or dates
Increase of this Change Order: \$ <u>4,085.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>2,263,542.12</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>N/A</u> Ready for Final Payment: _____ days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>[Signature]</u> Engineer (if required)	By: _____ Owner (Authorized Signature)	By: <u>[Signature]</u> Contractor (Authorized Signature)
Title: Project Manager	Title: _____	Title: <u>PROJECT MANAGER</u>
Date: 7/27/2020	Date: _____	Date: <u>7-28-20</u>

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_



P. O. 340  
CLOQUET, MN 55720

PHONE: 218-384-4266  
FAX: 218-384-4110

To: TKDA / City of Hermantown  
11 East Superior St., Suite 420  
Duluth, MN. 55802

DAT 7/23/2020

Attention: Jon Loye P.E.  
Project: 2020 City of Hermantown Street Improvement  
UB Project No.: 10590  
Project No. 17587.000

**CHANGE ORDER REQUEST NO. 4**

**Driveway pavers**

Description	U/M	Quantity	Unit Price	Amount
Salvage pavers @ (3) locations and reinstall driveway pavers at one location	LS	1.00	\$ 1,545.00	\$ 1,545.00
<b>TOTAL</b>				<b>\$1,545.00</b>

If you have any questions please call.

David Nelson

-AN EQUAL OPPORTUNITY EMPLOYER-



P. O. 340  
CLOQUET, MN 55720

PHONE: 218-384-4266  
FAX: 218-384-4110

To: TKDA / City of Hermantown  
11 East Superior St., Suite 420  
Duluth, MN. 55802

DATE: 7/23/2020

Attention: Jon Loye P.E.  
Project: 2020 City of Hermantown Street Improvement  
UB Project No.: 10590  
Project No. 17587.000

**CHANGE ORDER REQUEST NO. 5**

Stormceptor change in product



Description	U/M	Quantity	Unit Price	Amount
Prep, place concrete curb / flume and backfill	LS	1.00	\$ 2,540.00	\$ 2,540.00

TOTAL

\$2,540.00

If you have any questions please call.

David Nelson

-AN EQUAL OPPORTUNITY EMPLOYER-

**Resolution No. 2020-113**

**RESOLUTION APPROVING PAY REQUEST NUMBER 3 FOR 2020 ROAD IMPROVEMENT DISTRICT NO. 531 & NO. 532 TO ULLAND BROTHERS, INC. IN THE AMOUNT OF \$533,834.16**

WHEREAS, the City of Hermantown has contracted with Ulland Brothers, Inc. for construction of 2020 Road Improvement District No. 531 & No. 532 (“Project”); and

WHEREAS, Ulland Brothers, Inc. has performed a portion of the agreed upon work in said Project; and

WHEREAS, Ulland Brothers, Inc. has submitted Pay Request No. 3 in the amount of \$533,834.16; and

WHEREAS, the City will maintain an accumulated retainage as shown on the pay requests until the final work and documentation is completed; and

WHEREAS, Northland Consulting Engineers LLP has approved such Pay Request No. 3 provided that \$26,691.71 accumulated as retainage of 5% be withheld pending final acceptance of the Project by the City of Hermantown.

WHEREAS, the necessary documentation for the pay request is on file and available for inspection.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota as follows:

1. Pay Request No. 3 is hereby approved.
2. The City is hereby authorized and directed to pay to Ulland Brothers, Inc. the sum of \$533,834.16 which is the amount represented on Pay Request No. 3.

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution has been duly passed and adopted August 3, 2020.



11 East Superior Street, Suite 420  
Duluth, MN 55802  
218.724.8578  
tkda.com

July 27, 2020

Mr. John Mulder  
Hermantown City Administrator  
5105 Maple Grove Rd  
Hermantown, MN 55811

RE: Hermantown SID 531 & 532 MSA 202-102-005  
TKDA Project No. 17587.000

Mr Mulder,

The Contractor, Ulland Brothers, for the above-referenced project has submitted Pay Application 3 for this project and has requested approval by City Council at its August 3, 2020 meeting.

I recommend that the City approve payment to Ulland Brothers, Inc. in the amount of \$533,834.16 as shown in Pay Application 3. Retainage, in the amount of \$26,691.71 (5%), has been withheld and is reflected in the recommended payment amount.

Please contact me with any questions you may have. Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jon Loye'.

Jon Loye, PE  
Project Manager

cc: John Mulder, City Administrator





ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT OF MEASURE	TOTAL QUANTITIES	ULLAND UNIT COST	TOTAL COST	QUANTITIES THRU PAY APP #3							
							S.A.P. 202-102-005 PARTICIPATING QUANTITIES	S.A.P. 202-102-005 NON-PARTICIPATING QUANTITIES	LOCAL ROADS NON-PARTICIPATING QUANTITIES	TOTAL QUANTITIES THRU PAY APP 3	SAP 202-102-005 PARTICIPATING COST	SAP 202-102-005 NON-PARTICIPATING COST	LOCAL ROADS NON PARTICIPATING COST	TOTAL COST THRU PAY APP 3 (excluding change orders)
1	2021.501	MOBILIZATION	LUMP SUM	1	\$ 16,210.21	\$ 16,210.21	0.16	0.04	0.8	1	\$ 2,593.63	\$ 648.41	\$ 12,968.17	\$ 16,210.21
2	2101.501	CLEARING & GRUBBING	LUMP SUM	1	\$ 30,000.00	\$ 30,000.00			0.84	0.84			\$ 25,200.00	\$ 25,200.00
3	2101.524	CLEARING	TREE	80	\$ 250.00	\$ 20,000.00			82	82			\$ 20,500.00	\$ 20,500.00
4	2101.524	GRUBBING	TREE	80	\$ 200.00	\$ 16,000.00			68	68			\$ 13,600.00	\$ 13,600.00
5	2104.502	REMOVE SIGN TYPE SPECIAL	EACH	100	\$ 28.20	\$ 2,820.00			1	1			\$ 28.20	\$ 28.20
6	2104.502	SALVAGE SIGN TYPE SPECIAL	EACH	2	\$ 56.40	\$ 112.80							\$ -	\$ -
7	2104.502	SALVAGE SIGN TYPE C	EACH	2	\$ 56.40	\$ 112.80							\$ -	\$ -
8	2104.502	REMOVE SIGN TYPE C	EACH	24	\$ 56.40	\$ 1,353.60							\$ -	\$ -
9	2104.502	REMOVE MAIL BOX SUPPORT	EACH	100	\$ 50.50	\$ 5,050.00							\$ -	\$ -
10	2104.502	REMOVE HYDRANT	EACH	3	\$ 600.00	\$ 1,800.00			1	1			\$ 600.00	\$ 600.00
11	2104.502	REMOVE GATE VALVE AND BOX	EACH	14	\$ 300.00	\$ 4,200.00							\$ -	\$ -
12	2104.502	REMOVE CURB STOP AND BOX	EACH	9	\$ 425.00	\$ 3,825.00			8	8			\$ 3,400.00	\$ 3,400.00
13	2104.503	REMOVE PIPE CULVERTS	LIN FT	3004	\$ 17.00	\$ 51,068.00			2259	2259			\$ 38,403.00	\$ 38,403.00
14	2104.503	REMOVE WATER MAIN	LIN FT	668	\$ 14.00	\$ 9,352.00			610	610			\$ 8,540.00	\$ 8,540.00
15	2104.503	REMOVE WATER SERVICE	LIN FT	239	\$ 17.00	\$ 4,063.00			215	215			\$ 3,655.00	\$ 3,655.00
16	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	34	\$ 4.00	\$ 136.00			11	11			\$ 44.00	\$ 44.00
17	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	1245	\$ 1.60	\$ 1,992.00			898	898			\$ 1,436.80	\$ 1,436.80
18	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	2741	\$ 5.00	\$ 13,705.00			1979	1979			\$ 9,895.00	\$ 9,895.00
19	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	8568	\$ 4.00	\$ 34,272.00			8489	8489			\$ 33,956.00	\$ 33,956.00
20	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	132	\$ 8.00	\$ 1,056.00			17	17			\$ 136.00	\$ 136.00
21	2105.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	22994	\$ 2.30	\$ 52,886.20			19286	19286			\$ 44,357.80	\$ 44,357.80
22	2105.507	COMMON EXCAVATION (P)	CU YD	14708	\$ 24.00	\$ 352,992.00			12423	12423			\$ 298,152.00	\$ 298,152.00
23	2105.507	SELECT GRANULAR BORROW MOD 7% (CV)	CU YD	7188	\$ 27.00	\$ 194,076.00			5964.3	5964.3			\$ 161,036.10	\$ 161,036.10
24	2105.507	ROCK EXCAVATION	CU YD	50	\$ 280.00	\$ 14,000.00			71	71			\$ 19,880.00	\$ 19,880.00
25	2118.507	AGGREGATE SURFACING (CV) CLASS 5	CU YD	934	\$ 51.00	\$ 47,634.00							\$ -	\$ -
26	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	2583	\$ 43.00	\$ 111,069.00			1600	1600			\$ 68,800.00	\$ 68,800.00
27	2215.504	FULL DEPTH RECLAMATION	SQ YD	14129	\$ 1.50	\$ 21,193.50			7340	7340			\$ 11,010.00	\$ 11,010.00
28	2357.606	BITUMINOUS MATERIAL FOR SHOULDER TACK	GAL	1072	\$ 3.00	\$ 3,216.00							\$ -	\$ -
29	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3;C)	TON	3220	\$ 77.00	\$ 247,940.00							\$ -	\$ -
30	2360.509	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3;C)	TON	3602	\$ 65.00	\$ 234,130.00							\$ -	\$ -
31	2501.502	15" RC PIPE APRON	EACH	16	\$ 960.00	\$ 15,360.00			18	18			\$ 17,280.00	\$ 17,280.00
32	2501.502	24" RC PIPE APRON	EACH	4	\$ 1,100.00	\$ 4,400.00			4	4			\$ 4,400.00	\$ 4,400.00
33	2501.502	30" RC PIPE APRON	EACH	2	\$ 1,300.00	\$ 2,600.00							\$ -	\$ -
34	2501.502	36" RC PIPE APRON	EACH	2	\$ 1,700.00	\$ 3,400.00							\$ -	\$ -
35	2501.502	44" SPAN RC PIPE APRON	EACH	2	\$ 2,100.00	\$ 4,200.00							\$ 4,200.00	\$ 4,200.00
36	2501.503	15" RC PIPE CULVERT	LIN FT	340	\$ 93.00	\$ 31,620.00			280	280			\$ 26,040.00	\$ 26,040.00
37	2501.503	24" RC PIPE CULVERT	LIN FT	97	\$ 110.00	\$ 10,670.00			70	70			\$ 7,700.00	\$ 7,700.00
38	2501.503	30" RC PIPE CULVERT	LIN FT	48	\$ 142.00	\$ 6,816.00							\$ -	\$ -
39	2501.503	36" RC PIPE CULVERT	LIN FT	56	\$ 176.00	\$ 9,856.00							\$ -	\$ -
40	2501.503	44" SPAN RC PIPE CULVERT CL IIA	LIN FT	34	\$ 262.00	\$ 8,908.00			34	34			\$ 8,908.00	\$ 8,908.00
41	2501.503	15" CS PIPE CULVERT	LIN FT	3745	\$ 38.00	\$ 142,310.00			2623	2623			\$ 99,674.00	\$ 99,674.00
42	2501.503	18" CS PIPE CULVERT	LIN FT	62	\$ 43.00	\$ 2,666.00							\$ -	\$ -
43	2503.602	SANITARY SEWER SPOT REPAIRS	EACH	1	\$ 7,500.00	\$ 7,500.00							\$ -	\$ -
44	2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1	\$ 40,000.00	\$ 40,000.00			1	1			\$ 40,000.00	\$ 40,000.00
45	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	14	\$ 1,900.00	\$ 26,600.00			2	2			\$ 3,800.00	\$ 3,800.00
46	2504.602	RELOCATE HYDRANT & VALVE	EACH	12	\$ 2,900.00	\$ 34,800.00							\$ -	\$ -
47	2504.602	HYDRANT	EACH	3	\$ 5,400.00	\$ 16,200.00			1	1			\$ 5,400.00	\$ 5,400.00
48	2504.602	CURB STOP & BOX	EACH	8	\$ 965.00	\$ 7,720.00			8	8			\$ 7,720.00	\$ 7,720.00
49	2504.602	6" GATE VALVE AND BOX	EACH	3	\$ 2,800.00	\$ 8,400.00			1	1			\$ 2,800.00	\$ 2,800.00
50	2504.602	MAGNETIZED TRACER BOX	EACH	22	\$ 340.00	\$ 7,480.00			3	3			\$ 1,020.00	\$ 1,020.00
51	2504.602	WATER SERVICE TAP & HOOKUP	EACH	8	\$ 1,120.00	\$ 8,960.00			8	8			\$ 8,960.00	\$ 8,960.00
52	2504.603	8" HDPE WATER MAIN SDR 11	LIN FT	610	\$ 114.00	\$ 69,540.00			610	610			\$ 69,540.00	\$ 69,540.00
53	2506.502	ADJUST FRAME AND RING CASTING	EACH	24	\$ 1,700.00	\$ 40,800.00							\$ -	\$ -
54	2511.507	RANDOM RIPRAP CLASS III	CU YD	187	\$ 98.00	\$ 18,326.00							\$ -	\$ -
55	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	132	\$ 95.00	\$ 12,540.00							\$ -	\$ -
56	2540.602	MAIL BOX SUPPORT	EACH	102	\$ 106.00	\$ 10,812.00							\$ -	\$ -
57	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$ 4,000.00	\$ 4,000.00	0.12	0.03	0.6	0.75	\$ 480.00	\$ 120.00	\$ 2,400.00	\$ 3,000.00
58	2564.502	INSTALL SIGN TYPE SPECIAL	EACH	2	\$ 225.00	\$ 450.00							\$ -	\$ -
59	2564.502	SIGN PANELS TYPE SPECIAL	EACH	102	\$ 96.00	\$ 9,792.00							\$ -	\$ -
60	2564.518	SIGN PANELS TYPE C	SQ FT	150	\$ 57.00	\$ 8,550.00							\$ -	\$ -

ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT OF MEASURE	TOTAL QUANTITIES	ULLAND UNIT COST	TOTAL COST	S.A.P. 202-102-005 PARTICIPATING QUANTITIES	S.A.P. 202-102-005 NON-PARTICIPATING QUANTITIES	LOCAL ROADS NON-PARTICIPATING QUANTITIES	TOTAL QUANTITIES THRU PAY APP 3	SAP 202-102-005 PARTICIPATING COST	SAP 202-102-005 NON-PARTICIPATING COST	LOCAL ROADS NON PARTICIPATING COST	TOTAL COST THRU PAY APP 3 (excluding change orders)
61	2573.501	EROSION CONTROL SUPERVISOR	LUMP SUM	1	\$ 1,500.00	\$ 1,500.00							\$ -	\$ -
62	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	16311	\$ 3.00	\$ 48,933.00			15915	15915			\$ 47,745.00	\$ 47,745.00
63	2574.507	COMMON TOPSOIL BORROW	CU YD	978	\$ 26.00	\$ 25,428.00							\$ -	\$ -
64	2574.508	FERTILIZER TYPE 1 (20-10-20)	POUND	534	\$ 0.76	\$ 405.84							\$ -	\$ -
65	2575.504	EROSION CONTROL BLANKETS, CATEGORY 3N	SQ YD	7345	\$ 1.70	\$ 12,486.50							\$ -	\$ -
66	2575.504	SODDING TYPE LAWN	SQ YD	10278	\$ 6.00	\$ 61,668.00							\$ -	\$ -
67	2575.505	SEEDING	ACRE	2.0	\$ 455.00	\$ 910.00							\$ -	\$ -
68	2575.508	SEED MIXTURE 25-151	POUND	183	\$ 3.75	\$ 686.25							\$ -	\$ -
69	2580.503	INTERIM PAVEMENT MARKING	LIN FT	7638	\$ 0.40	\$ 3,055.20							\$ -	\$ -
70	2582.503	4" SOLID LINE MULTI-COMPONENT GROUND IN	LIN FT	5092	\$ 0.90	\$ 4,582.80							\$ -	\$ -
71	2582.503	4" DOUBLE SOLID LINE MULTI-COMPONENT GROUND IN	LIN FT	2546	\$ 1.80	\$ 4,582.80							\$ -	\$ -
72	C/O #1	ADDITIONAL SUBCUT ON PORTLAND	LUMP SUM	1	\$ 23,677.62	\$ 23,677.62			1	1			\$ 23,677.62	\$ 23,677.62

\$ 2,259,457.12

TOTAL THRU PAY APP 3 \$ 3,073.63 \$ 768.41 \$ 1,156,862.69 \$ 1,160,704.73



**TO:** Mayor & City Council  
**FROM:** John Mulder, City Administrator



**DATE:** July 29, 2020                      **Meeting Date:** 8/3/20  
**SUBJECT:** Trunk Sewer – Change Order    **Agenda Item: 12-J**            **Resolution 2020-114**  
#1

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**REQUESTED ACTION**

**Approve Change Order Number 1 for \$15,100 to construct a water main stub from the main to the edge of the Right of Way on the south side of the Anderson Road.**

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**BACKGROUND**

A water main currently exists within the Right of Way of Anderson road. This change order would construct a water main stub to the edge of the Right of Way on the south side of the road. This would allow future connections to the water main if/when development happens on the Engwall site. The City would create an availability charges for this work that would be payable upon connection.

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**SOURCE OF FUNDS (if applicable)**

Sales Tax

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**ATTACHMENTS**

Change Order #1

**Resolution No. 2020-114**

**RESOLUTION APPROVING CHANGE ORDER NUMBER 1 FOR SEWER IMPROVEMENT DISTRICT NO. 448**

WHEREAS, the City of Hermantown has contracted with Utility Systems of America, Inc. for construction of Sewer Improvement District No. 448 ("Project:"); and

WHEREAS, Utility Systems of America, Inc. has submitted Change Order No. 1 for a water main stub in Anderson Road.

1. Increase contract amount by \$15,100.00

WHEREAS, Utility Systems of America, Inc. has recommended such Change Order No. 1, and;

WHEREAS, Northland Consulting Engineers LLP has approved such Change Order No. 1.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota as follows:

1. Change Order No. 1 is hereby approved.

Councilor \_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution has been duly passed and adopted August 3, 2020.

Date of Issuance: 7/28/20	Effective Date:
Owner: City of Hermantown	Owner's Contract No.: 16-808
Contractor: Utility Systems of America	Contractor's Project No.:
Engineer: Northland Consulting Engineers	Engineer's Project No.: 16-808
Project: Hermantown Trunk Sewer Spur & Munger Trail Spur	SSID: 448

The Contract is modified as follows upon execution of this Change Order:

**Description:**

Contractor to construct approximately 47 LF of 6" HDPE SDR 11 water main with 6" gate valve and box across Anderson Road. Connection shall include all time, materials, and equipment to connect to existing 8" cast iron main and construct stub to ROW line. Water main shall be constructed to City of Hermantown Construction Standards.

Attachments: *Water Main Stub – Anderson Road, Email from USA with Lump Sum Quote*

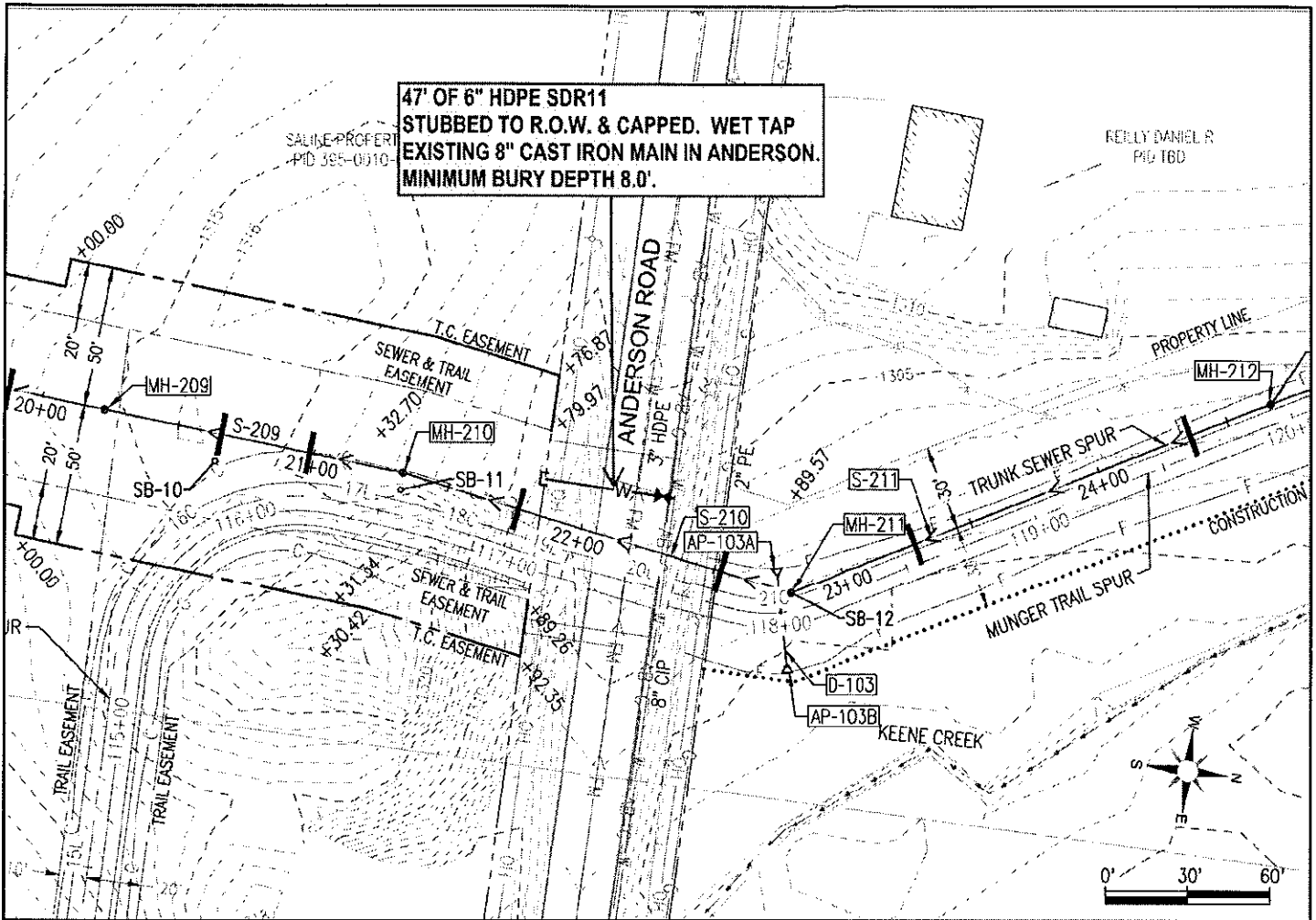
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: <u>\$ 4,209,784.30</u>	
Increase from previously approved Change Orders: <u>\$ 0.00</u>	No change in contract time associated with this change order.
Contract Price prior to this Change Order: <u>\$ 4,209,784.30</u>	
Increase of this Change Order: <u>\$ 15,100.00</u>	
Contract Price incorporating this Change Order: <u>\$ 4,224,884.30</u>	

By: <u></u> Engineer (if required)	By: <u></u> Owner (Authorized Signature)	By: <u></u> Contractor (Authorized Signature)
Title: <u>City Engineer</u>	Title: <u>City Engineer</u>	Title: <u>PROJECT MANAGER</u>
Date: <u>7/28/20</u>	Date: <u>7/28/20</u>	Date: <u>7-29-20</u>

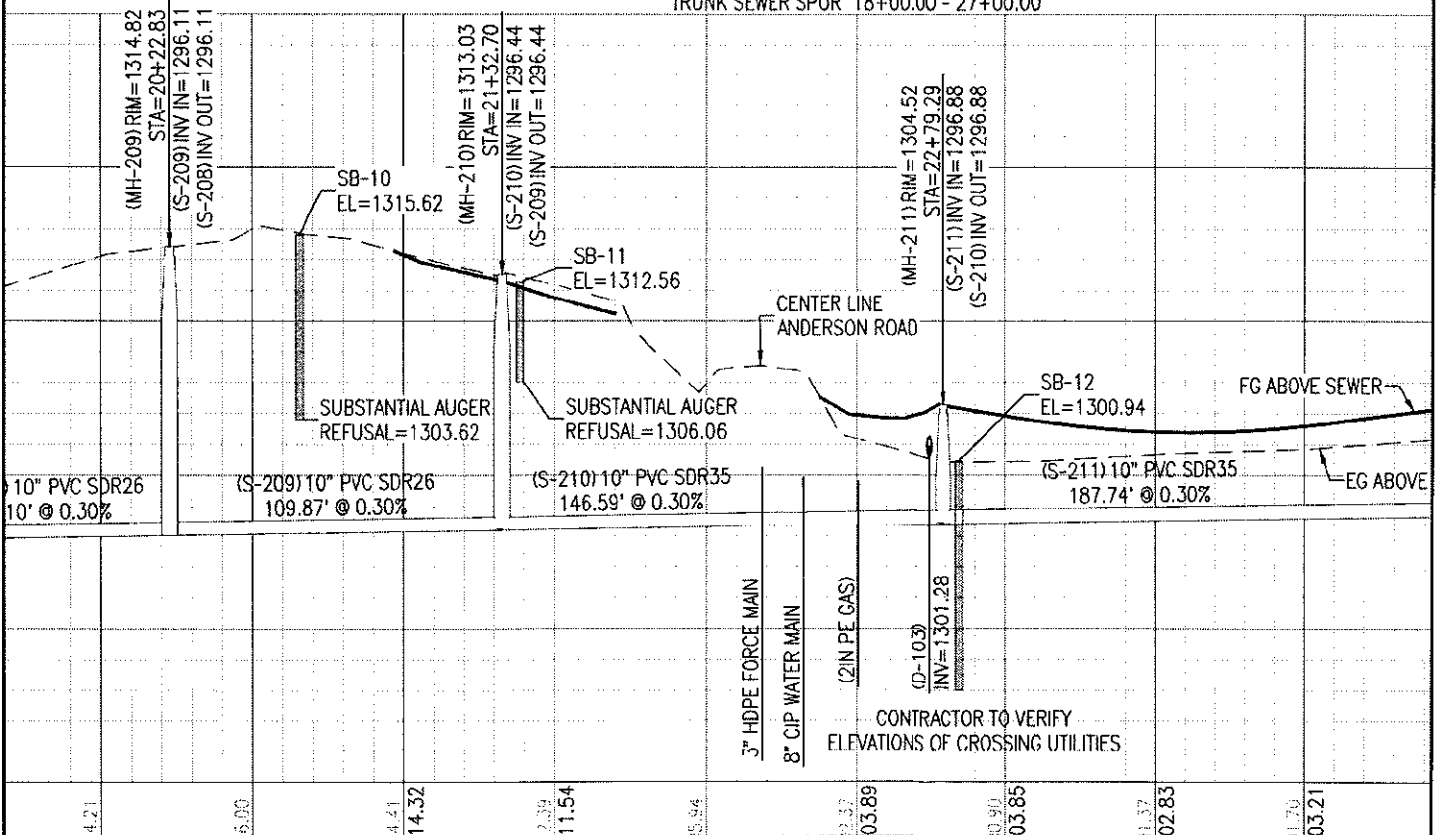
**47' OF 6" HDPE SDR11  
STUBBED TO R.O.W. & CAPPED. WET TAP  
EXISTING 8" CAST IRON MAIN IN ANDERSON.  
MINIMUM BURY DEPTH 8.0'.**

SALISE PROPERTY  
PID 385-0010-

REILLY DANIEL R  
PID 160



TRUNK SEWER SPUR 18+00.00 - 27+00.00



CONTRACTOR TO VERIFY  
ELEVATIONS OF CROSSING UTILITIES

STA-244167.03

## Adam Zwak

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**From:** Utility Systems of America Inc. <usainc@mchsi.com>  
**Sent:** Saturday, July 11, 2020 11:10 AM  
**To:** Adam Zwak  
**Cc:** David Bolf; usainc@mchsi.com; adamcastle2018usa@gmail.com  
**Subject:** FW: Water Main Stub - Anderson Road  
**Attachments:** Water Main Stub - Anderson Road.pdf

Adam,

Our lump sum quote to stub the water main across Anderson Road without any blasting is \$15,100. Additional costs will need to be added accordingly if blasting is required.

Thank you,

Jim Pucel, PE  
Utility Systems of America

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**From:** Adam Zwak [mailto:[adam@nce-duluth.com](mailto:adam@nce-duluth.com)]  
**Sent:** Thursday, June 25, 2020 2:42 PM  
**To:** Utility Systems of America Inc.  
**Cc:** adamcastle2018usa@gmail.com; David Bolf; Paul Sens - City of Hermantown ([psens@hermantownmn.com](mailto:psens@hermantownmn.com))  
**Subject:** Water Main Stub - Anderson Road

Hi Jim,

Please see attached sketch of the watermain stub we discussed crossing Anderson Road. Please provide a cost to install this line assuming that you will install it at the same time when you cut thru Anderson for the sewer construction. If the City decides to move forward, we will incorporate into a change order to the Trunk sewer project. Give us a call with any questions.

Thanks,

**Adam Zwak, P.E. – Partner**  
Northland Consulting Engineers, LLP  
102 South 21<sup>st</sup> Avenue West, Suite 1  
Duluth, MN 55806  
[adam@nce-duluth.com](mailto:adam@nce-duluth.com)  
(218) 727-5995 (office)  
(218) 348-0910 (cell)



**TO:** Mayor & City Council  
**FROM:** John Mulder, City Administrator



**DATE:** July 29, 2020                      **Meeting Date:** 8/3/20  
**SUBJECT:** Trunk Sewer – Change Order    **Agenda Item: 12-K**    **Resolution 2020-115**  
#2

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**REQUESTED ACTION**

**Approve Change Order Number 2 for \$28,900 to install a 3' x 6" box culvert instead of a smaller corrugated steel culvert.**

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**BACKGROUND**

As construction has continued on the sewer trunk line and trail spur, it became evident that a large culvert would better serve the water flow in this particular area. The trail crosses this unnamed tributary in two places. A similar box culvert is being used uphill from this location on the trail.

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**SOURCE OF FUNDS (if applicable)**

Sales Tax

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**ATTACHMENTS**

Change Order #2

**Resolution No. 2020-115**

**RESOLUTION APPROVING CHANGE ORDER NUMBER 2 FOR SEWER IMPROVEMENT DISTRICT NO. 448**

WHEREAS, the City of Hermantown has contracted with Utility Systems of America, Inc. for construction of Sewer Improvement District No. 448 (“Project:”); and

WHEREAS, Utility Systems of America, Inc. has submitted Change Order No. 2 to install a 3’ x 6’ box culvert instead of a smaller corrugated steel culvert.

1. Increase contract amount by \$28,900.00.

WHEREAS, Utility Systems of America, Inc. has recommended such Change Order No. 2, and;

WHEREAS, Northland Consulting Engineers LLP has approved such Change Order No. 2.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota as follows:

1. Change Order No. 2 is hereby approved.

Councilor \_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution has been duly passed and adopted August 3, 2020.

Date of Issuance: 7/28/20	Effective Date:
Owner: City of Hermantown	Owner's Contract No.: 16-808
Contractor: Utility Systems of America	Contractor's Project No.:
Engineer: Northland Consulting Engineers	Engineer's Project No.: 16-808
Project: Hermantown Trunk Sewer Spur & Munger Trail Spur	SSID: 448


The Contract is modified as follows upon execution of this Change Order:

**Description:**

Contractor to construct 34 LF of 3'x6' RCP Box Culvert. Structure shall replace structure D-118 in the same location. Structure shall be constructed in a similar manner to the other RCP box culverts. Flowline inverts shall match the plan inverts and the structure shall be buried 15". Work includes all time, materials, and equipment to construct and set the culvert per the plan details. Culvert shall be constructed to City of Hermantown Construction Standards.

Attachments: N/A

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: \$ 4,209,784.30	
Increase from previously approved Change Orders: \$ 15,100.00	No change in contract time associated with this change order.
Contract Price prior to this Change Order: \$ 4,224,884.30	
Increase of this Change Order: \$ 28,900.00	
Contract Price incorporating this Change Order: \$ 4,253,784.30	

By: <u></u> Engineer (if required)	By: <u></u> Owner (Authorized Signature)	By: <u></u> Contractor (Authorized Signature)
Title: <u>City Engineer</u>	Title: <u>City Engineer</u>	Title: <u>PROJECT MANAGER</u>
Date: <u>7/28/20</u>	Date: <u>7/28/20</u>	Date: <u>7-29-20</u>



**TO:** Mayor & City Council  
**FROM:** John Mulder, City Administrator



**DATE:** July 29, 2020                      **Meeting Date:** 8/3/20  
**SUBJECT:** Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448      **Agenda Item: 12-L**      **Resolution 2020-116**

**REQUESTED ACTION**

**Approve Pay Application #5 to Utility Systems of America for the construction related to the Trunk Sewer Spur and Munger Trail Spur Project – Sanitary Sewer Improvement District No. 448.**

**BACKGROUND**

Attached is Pay Application #5 for the work associated with the Hermantown Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448 from Pay Application #4 through July 25, 2020. NCE and Utility Systems of America, Inc. (USA) have reviewed the project progress thus far and agreed upon quantities of work completed. The amount of Pay Application #5 is **\$188,378.58**. The City will hold a 5% retainage of the completed construction through the duration of the project. This retainage amount stands at **\$75,276.48** to date.

NCE has reviewed the quantities through construction inspection and discussions with Utility Systems of America, Inc. representatives. I recommend payment in the amount of **\$188,378.58** be authorized at the August 3, 2020 City Council Meeting.

**SOURCE OF FUNDS (if applicable)**

Sales Tax

**ATTACHMENTS**

Pay Application #5

**Resolution No. 2020-116**

**RESOLUTION APPROVING PAY REQUEST NUMBER 5 FOR SEWER IMPROVEMENT DISTRICT NO. 448 TO UTILITY SYSTEMS OF AMERICA, INC. IN THE AMOUNT OF \$188,378.58**

WHEREAS, the City of Hermantown has contracted with Utility Systems of America, Inc. for construction of Sewer Improvement District No. 448 (“Project”); and

WHEREAS, Utility Systems of America, Inc. has performed a portion of the agreed upon work in said Project; and

WHEREAS, Utility Systems of America, Inc. has submitted Pay Request No. 5 in the amount of \$188,378.58; and

WHEREAS, the City will maintain an accumulated retainage as shown on the pay requests until the final work and documentation is completed; and

WHEREAS, Northland Consulting Engineers LLP has approved such Pay Request No. 5 provided that \$75,276.48 accumulated as retainage of 5% be withheld pending final acceptance of the Project by the City of Hermantown.

WHEREAS, the necessary documentation for the pay request is on file and available for inspection.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota as follows:

1. Pay Request No. 5 is hereby approved.
2. The City is hereby authorized and directed to pay to Utility Systems of America, Inc. the sum of \$188,378.58 which is the amount represented on Pay Request No. 5.

Councilor \_\_\_\_\_ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor \_\_\_\_\_ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution has been duly passed and adopted August 3, 2020.

July 28, 2020

John Mulder  
City Administrator  
City of Hermantown  
5105 Maple Grove Road  
Hermantown MN 55811

Re: Hermantown Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448

Dear John:

Attached is Pay Application #5 for the work associated with the Hermantown Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448 from Pay Application #4 through July 25, 2020. NCE and Utility Systems of America, Inc. (USA) have reviewed the project progress thus far and agreed upon quantities of work completed. The amount of Pay Application #5 is **\$188,378.58**. The City will hold a 5% retainage of the completed construction through the duration of the project. This retainage amount stands at **\$75,276.48** to date.

NCE has reviewed the quantities through construction inspection and discussions with Utility Systems of America, Inc. representatives. I recommend payment in the amount of **\$188,378.58** be authorized at the August 3, 2020 City Council Meeting.

Please contact me with any questions you may have.

Thank you,

David Bolf, P.E. – City Engineer  
Northland Consulting Engineers  
218-727-5995  
[david@nce-duluth.com](mailto:david@nce-duluth.com)

CC: Bonnie Engseth  
Adam Zwak, P.E.  
Jim Pucel, P.E.

**Contractor's Application for Payment No.**

5

Application Period: June 27, 2020 to July 25, 2020		Application Date: 7/28/2020
To (Owner): City of Hermantown	From (Contractor): Utility Systems of America, Inc.	Via (Engineer): Northland Consulting Engineers, LLP
Project: Trunk Sewer Spur & Munger Trail Spur - Sanitary Sewer Improvement District No. 448	Contract: Trunk Sewer Spur & Munger Trail Spur - Sanitary Sewer Improvement District No. 448	
Owner's Contract No.: Sanitary Sewer Improvement District No. 448	Contractor's Project No.:	Engineer's Project No.: 16-808

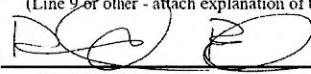
**Application For Payment  
Change Order Summary**

Approved Change Orders				
Number	Additions	Deductions		
1	\$15,100.00		1. ORIGINAL CONTRACT PRICE.....	\$ 54,209,784.30
2	\$28,900.00		2. Net change by Change Orders.....	\$ 544,000.00
			3. Current Contract Price (Line 1 + 2).....	\$ 54,253,784.30
			4. TOTAL COMPLETED AND STORED TO DATE	
			See attached Pay Application Summary (Line E).....	\$ 51,505,529.59
			5. RETAINAGE:	
			a. 5% X \$1,380,151.20	\$ 69,007.56
			b. 5% X \$125,378.39 Stored Material.....	\$ 6,268.92
			c. Total Retainage (Line 5.a + Line 5.b).....	\$ 75,276.48
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 51,430,253.11
			7. LESS PREVIOUS PAYMENTS (Line 8).....	\$ 51,241,874.53
			9. AMOUNT DUE THIS APPLICATION.....	\$ 188,378.58
			10. BALANCE TO FINISH, PLUS RETAINAGE	
			(Line 3 - 4 + Line 5.c above).....	\$ 2,823,531.19
TOTALS	\$44,000.00			
NET CHANGE BY CHANGE ORDERS		\$44,000.00		

**Application For Payment  
Previous Pay Application Summary**

Approved Pay Applications		
Number	Date	Amount
1	4/6/2020	\$ 455,588.49
2	5/4/2020	\$ 30,045.81
3	6/3/2020	\$ 101,408.63
4	7/6/2020	\$ 654,831.60
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
8. TOTALS		\$1,241,874.53

Payment of: \$ 188,378.58  
(Line 9 or other - attach explanation of the other amount)

is recommended by:  7/28/2020  
David Bolf, P.E. - City Engineer (Date)

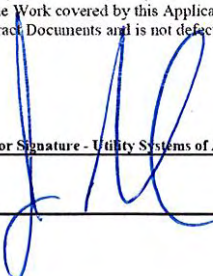
**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature - Utility Systems of America  
By:  Date: 7-29-20



**Pay Application #5 - 07/28/20**  
**Trunk Sewer Spur & Munger Trail Spur**  
**Sanitary Sewer District Improvement District No. 448**

Item No.	Spec. Number	Item Description	Unit of Measure	Contract Total Quantities	USA Unit Price	Trunk Sewer Spur			Munger Trail Spur			Total Project	
						Contract Quantities	Completed Quantities	Completed Cost	Contract Quantities	Completed Quantities	Completed Cost	Completed Quantities	Completed Cost
<b>BASE BID</b>													
1	2021.501	MOBILIZATION	LS	1.00	\$ 434,000.00	0.80	0.40	\$ 173,600.00	0.20	0.10	\$ 43,400.00	0.50	\$ 217,000.00
2	2021.601	BLAST MONITORING/SURVEY	LS	1.00	\$ 45,000.00	1.00	0.25	\$ 11,250.00	-	-	\$ -	0.25	\$ 11,250.00
3	2031.601	FIELD OFFICE	LS	1.00	\$ 7,500.00	0.80	0.80	\$ 6,000.00	0.20	0.20	\$ 1,500.00	1.00	\$ 7,500.00
4	2051.601	MAINTENANCE AND RESTORATION OF HAUL ROADS	LS	1.00	\$ 1,000.00	0.80	-	\$ -	0.20	-	\$ -	-	\$ -
5	2101.501	CLEARING	ACRE	18.00	\$ 12,000.00	14.50	14.50	\$ 174,000.00	3.50	3.50	\$ 42,000.00	18.00	\$ 216,000.00
6	2101.506	GRUBBING	ACRE	18.00	\$ 1,500.00	14.50	10.00	\$ 15,000.00	3.50	3.00	\$ 4,500.00	13.00	\$ 19,500.00
7	2104.502	REMOVE CASTING	EACH	1	\$ 250.00	1	-	\$ -	-	-	\$ -	-	\$ -
8	2104.502	SALVAGE ELECTRICAL PEDESTAL AND SIGN	EACH	6	\$ 350.00	6	-	\$ -	-	-	\$ -	-	\$ -
9	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	20	\$ 5.00	20	29	\$ 145.00	-	-	\$ -	29	\$ 145.00
10	2104.503	REMOVE SEWER PIPE (SANITARY)	LF	10	\$ 5.00	10	-	\$ -	-	-	\$ -	-	\$ -
11	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	156	\$ 4.00	156	61	\$ 244.00	-	-	\$ -	61	\$ 244.00
12	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	170	\$ 7.00	170	-	\$ -	-	-	\$ -	-	\$ -
13	2104.509	REMOVE CONCRETE PAVEMENT	SY	852	\$ 9.00	852	-	\$ -	-	-	\$ -	-	\$ -
14	2104.509	REMOVE BITUMINOUS PAVEMENT	SY	343	\$ 4.00	227	47	\$ 188.00	116	-	\$ -	47	\$ 188.00
15	2104.518	REMOVE CONCRETE WALK	SF	630	\$ 1.00	630	-	\$ -	-	-	\$ -	-	\$ -
16	2104.601	REMOVE LIFT STATION	LS	1.00	\$ 20,000.00	1.00	-	\$ -	-	-	\$ -	-	\$ -
17	2104.602	REMOVE GREENHOUSES	EACH	8	\$ 1,000.00	8	8	\$ 8,000.00	-	-	\$ -	8	\$ 8,000.00
18	2106.504	GEOTEXTILE FABRIC TYPE 5 (NON-WOVEN)	SY	28,750	\$ 1.65	17,000	-	\$ -	11,750	3,458	\$ 5,705.70	3,458	\$ 5,705.70
19	2108.504	GEOTEXTILE FABRIC TYPE 5 (NON-WOVEN) (PATCHING)	SY	250	\$ 4.00	250	47	\$ 188.00	-	-	\$ -	47	\$ 188.00
20	2106.507	EXCAVATION - COMMON	CV	20,683	\$ 11.00	16,760	-	\$ -	3,923	2,942	\$ 32,362.00	2,942	\$ 32,362.00
21	2106.507	COMMON EMBANKMENT (CV)	CV	3,924	\$ 7.00	3,179	-	\$ -	745	888	\$ 6,216.00	888	\$ 6,216.00
22	2106.507	SELECT GRANULAR EMBANKMENT MOD 7% (CV)	CY	5,500	\$ 21.00	3,200	-	\$ -	2,300	922	\$ 19,362.00	922	\$ 19,362.00
23	2106.507	SELECT GRANULAR EMBANKMENT MOD 7% (CV) (PATCHING)	CY	160	\$ 22.00	100	31	\$ 682.00	-	-	\$ -	31	\$ 682.00
24	2106.601	DEWATERING	LS	1	\$ 50,000.00	0.80	0.30	\$ 15,000.00	0.20	0.10	\$ 5,000.00	0.40	\$ 20,000.00
25	2106.601	TURF & WETLAND RESTORATION	LS	1	\$ 30,000.00	0.80	-	\$ -	0.20	-	\$ -	-	\$ -
26	2108.602	KEENE CREEK CROSSING	EACH	4	\$ 4,000.00	3	1	\$ 4,000.00	1	1	\$ 4,000.00	2	\$ 8,000.00
27	2211.507	AGGREGATE BASE (CV) CLASS 5	CY	7,611	\$ 30.00	4,434	-	\$ -	3,177	980	\$ 29,400.00	980	\$ 29,400.00
28	2211.507	AGGREGATE BASE (CV) CLASS 5 (PATCHING)	CY	80	\$ 40.00	80	8	\$ 320.00	-	-	\$ -	8	\$ 320.00
29	2301.508	CONCRETE PAVEMENT 7" (MAPLE GROVE ESTATES)	SY	852	\$ 88.00	852	-	\$ -	-	-	\$ -	-	\$ -
30	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3/B)	TON	1,770	\$ 80.00	-	-	\$ -	1,770	-	\$ -	-	\$ -
31	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3/C) (PATCHING)	TON	35	\$ 154.00	35	-	\$ -	-	-	\$ -	-	\$ -
32	2360.509	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3/C) (PATCHING)	TON	32	\$ 154.00	32	-	\$ -	-	-	\$ -	-	\$ -
33	2412.503	3X6 PRECAST CONCRETE BOX CULVERT	LF	64	\$ 850.00	34	-	\$ -	30	30	\$ 25,500.00	30	\$ 25,500.00
34	2451.507	COARSE FILTER AGGREGATE (CV)	CY	1,045	\$ 24.00	1,045	72	\$ 1,728.00	-	-	\$ -	72	\$ 1,728.00
35	2451.507	GRANULAR BACKFILL (LV)	CV	6,275	\$ 14.00	6,275	-	\$ -	-	-	\$ -	-	\$ -
36	2451.507	STRUCTURE EXCAVATION, CLASS R	CV	4,825	\$ 52.00	4,825	197	\$ 10,244.00	-	18	\$ 936.00	215	\$ 11,180.00
37	2501.502	12" CAS PIPE APRON	EACH	26	\$ 300.00	18	-	\$ -	8	6	\$ 1,800.00	6	\$ 1,800.00
38	2501.502	15" CAS PIPE APRON	EACH	45	\$ 325.00	-	-	\$ -	45	10	\$ 3,250.00	10	\$ 3,250.00
39	2501.503	12" CAS PIPE CULVERT	LF	328	\$ 50.00	230	-	\$ -	98	78	\$ 3,900.00	78	\$ 3,900.00
40	2501.503	15" CAS PIPE CULVERT	LF	590	\$ 53.00	-	-	\$ -	590	148	\$ 7,844.00	148	\$ 7,844.00
41	2503.503	8" PVC PIPE SEWER (SDR35)	LF	547	\$ 117.00	547	282	\$ 32,994.00	-	-	\$ -	282	\$ 32,994.00
42	2503.503	10" PVC PIPE SEWER (SDR35)	LF	5,651	\$ 119.00	5,651	3,350	\$ 398,650.00	-	-	\$ -	3,350	\$ 398,650.00
43	2503.503	10" PVC PIPE SEWER (SDR26)	LF	3,203	\$ 121.00	3,203	750	\$ 90,750.00	-	-	\$ -	750	\$ 90,750.00
44	2503.602	BENTONITE TRENCH DAM	EACH	74	\$ 1,900.00	74	27	\$ 51,300.00	-	-	\$ -	27	\$ 51,300.00
45	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	3	\$ 1,500.00	3	2	\$ 3,000.00	-	-	\$ -	2	\$ 3,000.00
46	2503.602	PLUG AND ABANDON PIPE SEWER	EACH	6	\$ 500.00	6	-	\$ -	-	-	\$ -	-	\$ -
47	2503.603	TELEVISION SANITARY SEWER	LF	9,401	\$ 2.50	9,401	-	\$ -	-	-	\$ -	-	\$ -
48	2504.604	3" POLYSTYRENE INSULATION	SY	135	\$ 50.00	135	-	\$ -	-	-	\$ -	-	\$ -
49	2506.502	CASTING ASSEMBLY	EACH	5	\$ 800.00	5	-	\$ -	-	-	\$ -	-	\$ -
50	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	LF	508	\$ 525.00	508	158.00	\$ 81,900.00	-	-	\$ -	156.00	\$ 81,900.00
51	2506.602	CASTING ASSEMBLY SPECIAL	EACH	33	\$ 800.00	33	-	\$ -	-	-	\$ -	-	\$ -

52	2506.602	MANHOLE FRAME SEAL (EXTERNAL)	EACH	38	\$ 250.00	38		\$ -	-	\$ -		\$ -	
53	2506.603	CONSTRUCT 8" INSIDE DROP	LF	6	\$ 200.00	6		\$ -	-	\$ -		\$ -	
54	2521.518	6" CONCRETE WALK	SF	630	\$ 9.25	630		\$ -	-	\$ -		\$ -	
55	2531.503	CONCRETE CURB AND GUTTER, DESIGN B624	LF	20	\$ 55.00	20	29	\$ 1,595.00	-	\$ -	29	\$ 1,595.00	
56	2545.602	INSTALL ELECTRICAL PEDESTAL AND SIGN	EACH	6	\$ 750.00	6		\$ -	-	\$ -		\$ -	
57	2563.001	TRAFFIC CONTROL	LS	1.00	\$ 27,500.00	0.80	0.20	\$ 5,500.00	0.20	\$ -	0.20	\$ 5,500.00	
58	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1.00	\$ 1,000.00	0.80	0.40	\$ 400.00	0.20	\$ 100.00	0.50	\$ 500.00	
59	2573.502	STORM DRAIN INLET PROTECTION	EACH	37	\$ 300.00	27		\$ -	10	\$ -		\$ -	
60	2573.503	FILTER BERM TYPE 4	LF	18,895	\$ 2.00	13,848	3,500	\$ 7,000.00	5,047	\$ 1,200	\$ 2,400.00	4,700	\$ 9,400.00
61	2573.503	SILT FENCE, TYPE MS	LF	8,463	\$ 2.25	3,541	14,886	\$ 33,718.50	4,922	\$ 5,424	\$ 12,204.00	20,410	\$ 45,922.50
62	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LF	18,895	\$ 2.75	13,848	500	\$ 1,375.00	5,047	\$ -	\$ 500	\$ 1,375.00	
63	2573.501	HERMANTOWN PUBLIC WORKS STORMWATER IMPROVEMENTS	LS	1.00	\$ 50,000.00	-		\$ -	1.00	\$ -		\$ -	
64	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	SY	3,277	\$ 1.65	1,785		\$ -	1,482	\$ -		\$ -	
65	2575.505	SEEDING	ACRE	16.75	\$ 60.00	14.00		\$ -	2.75	\$ -		\$ -	
66	2575.506	SEED MIXTURE 36-311 (UPLAND)	LB	775	\$ 35.00	550		\$ -	225	\$ -		\$ -	
67	2575.508	SEED MIXTURE 34-371 (WETLAND)	LB	575	\$ 75.00	450		\$ -	125	\$ -		\$ -	
68	2575.605	MULCH MATERIAL TYPE 1	ACRE	16.75	\$ 700.00	14.00		\$ -	2.75	\$ -		\$ -	
69	2582.503	4" DOUBLE SOLID LINE PAINT (YELLOW)	LF	71	\$ 12.00	71		\$ -	-	\$ -		\$ -	
70	2582.503	4" SOLID LINE PAINT (WHITE)	LF	102	\$ 6.00	102		\$ -	-	\$ -		\$ -	
71	2582.503	24" SOLID LINE PAINT (WHITE)	LF	50	\$ 14.00	-		\$ -	50	\$ -		\$ -	
<b>BID ALTERNATE #1 - MAINTENANCE ROAD PAVING</b>													
72	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3:B)	TON	425	\$ 80.00	-		\$ -	425	\$ -		\$ -	
<b>BID ALTERNATE #2 - MAINTENANCE ROAD ALONG MAPLE GROVE</b>													
73	2104.502	SALVAGE 24" RC PIPE APRON	EACH	1	\$ 400.00	-		\$ -	1	\$ -		\$ -	
74	2104.502	SALVAGE LIGHT POLE AND BASE	EACH	1	\$ 600.00	-		\$ -	1	\$ -		\$ -	
75	2104.502	SALVAGE SIGN	EACH	1	\$ 50.00	-		\$ -	1	\$ -		\$ -	
76	2106.504	GEOTEXTILE FABRIC TYPE 5 (NON-WOVEN)	SY	700	\$ 3.00	-		\$ -	700	\$ -		\$ -	
77	2106.507	EXCAVATION - COMMON	CY	250	\$ 25.00	-		\$ -	250	\$ -		\$ -	
78	2106.507	SELECT GRANULAR EMBANKMENT MOD 7% (CV)	CY	150	\$ 30.00	-		\$ -	150	\$ -		\$ -	
79	2211.507	AGGREGATE BASE (CV) CLASS 5	CY	175	\$ 32.00	-		\$ -	175	\$ -		\$ -	
80	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3:B)	TON	68	\$ 83.00	-		\$ -	68	\$ -		\$ -	
81	2501.503	24" RC PIPE SEWER DESIGN 3006	LF	10	\$ 120.00	-		\$ -	10	\$ -		\$ -	
82	2501.602	INSTALL RC PIPE APRON	EACH	1	\$ 200.00	-		\$ -	1	\$ -		\$ -	
83	2545.602	INSTALL LIGHT POLE	EACH	1	\$ 6,500.00	-		\$ -	1	\$ -		\$ -	
84	2564.602	INSTALL SIGN	EACH	1	\$ 200.00	-		\$ -	1	\$ -		\$ -	
<b>CHANGE ORDERS</b>													
85	CO #1	CHANGE ORDER #1 - WATER MAIN STUB - ANDERSON ROAD	LS	1	\$ 15,100.00	1.00		\$ -		\$ -		\$ -	
86	CO #2	CHANGE ORDER #2 - 3X6 BOX CULVERT	LF	34	\$ 850.00	34.00		\$ -		\$ -		\$ -	
87													

TRUNK SEWER SPUR COST	MUNGER TRAIL SPUR COST	TOTAL AMOUNT EARNED
\$1,128,771.50	\$251,379.70	\$1,380,151.20

CONTRACT BREAKDOWN	
ORIGINAL TRUNK SEWER CONTRACT AMOUNT	\$3,441,999.00
ORIGINAL MUNGER TRAIL CONTRACT AMOUNT	\$767,785.30
TOTAL ORIGINAL CONTRACT AMOUNT	\$4,209,784.30
CURRENT CONTRACT AMOUNT	\$4,253,784.30

A. PREVIOUS MATERIALS STORED/ON HAND	\$ 208,963.98
B. % CONSTRUCTED (Line A x %)	-40% \$ (83,585.59)
C. ADDED MATERIALS STORED/ON HAND	\$ -
D. TOTAL COST OF MATERIALS STORED/ON HAND (Line A+B+C)	\$ 125,378.39

E. TOTAL COMPLETED & STORED TO DATE (Total Amount Earned + Line D)	\$ 1,505,529.59
F. 6% RETAINAGE (Line E x 6%)	\$ 75,276.48
G. LESS PREVIOUS PAY APPS	\$ 1,241,874.53

<b>PAY APPLICATION #4 (Line E - F - G)</b>	<b>\$ 188,378.58</b>
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