



Hermantown City Council Meeting – November 2, 2020

Because attendance at the regular meeting location is not entirely feasible due to the health pandemic, Hermantown's November 2, 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/81931459634?pwd=QUI4QmNLQWcrWU1ldHhsekE4U0tsQT09>

and/or by calling the number (312) 626-6799 and utilizing the meeting ID number of 819-3145-9634 and the passcode of 969780.

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 up to 3:30 p.m. the day of the meeting with the e-mail title "November 2, 2020, Meeting." It is important to note that all comments regarding the November 2, 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/84488299674?pwd=aUR5UkQwclh4OUJzMGZTVFRoMWt0Zz09>

and/or by calling the number (312) 626-6799 and utilizing the meeting ID number 844-8829-9674 and the password 407029. 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, November 2, 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.

City Council Meeting November 2, 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.

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.

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, November 2, 2020 at 4:30 p.m.
Large Conference Room
Hermantown Governmental Services Building**

**City Council Meeting November 2, 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. **20-170** MN Employment & Economic Development
TO: City of Hermantown
RE: Grant - EWC
 - B. **20-176** Kevin Orme, Director of Finance & Administration
TO: MN Management & Budget
RE: CARES Report
7. **PRESENTATIONS** *(Department Heads may give reports if necessary.)*
 - A. Kevin Orme, Director of Finance & Administration *(Pre-Agenda Only)*
RE: [3rd Quarter Financials](#)
 - B. Kevin Orme, Director of Finance & Administration *(Pre-Agenda Only)*
RE: [Special Revenue Budgets](#)
 - C. John Mulder, City Administrator *(Pre-Agenda Only)*
RE: Community Recreation Initiative Update
 - D. David Bolf, City Engineer *(Pre-Agenda Only)*
RE: Plan Update - 2021 Road Imp. Project No. 537 (Lavaque Junction Road)
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 [October 19, 2020 City Council Continuation Minutes](#)

B. **Accounts Payable** – Approve general city warrants from October 16, 2020 through October 31, 2020 in the amount of (will be available on Nov. 2)

(motion, roll call)

10. **MOTIONS**

11. **ORDINANCES**

A. **2020-07** An Ordinance Amending Hermantown Code Of Ordinances Section 270 – Fee Schedule

First Reading

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. **2020-143** Resolution Adopting Assessment Roll For 2020 Road Improvement District No. 531 & No. 532

(motion, roll call)

B. **2020-144** Resolution Approving Application Of Assessment Roll Number 531A-68 For Deferral Of Assessment Against The Property For The Construction Of 2020 Road Improvement District No. 531 & No. 532 (“Hardship Deferral”)

(motion, roll call)

C. **2020-145** Resolution Approving Application Of Assessment Roll Number 531A-13 For Deferral Of Assessment Against The Property For The Construction Of 2020 Road Improvement District No. 531 & No. 532 (“Hardship Deferral”)

(motion, roll call)

D. **2020-146** Resolution Approving Application Of Assessment Roll Number 531A-70 For Deferral Of Assessment Against The Property For The Construction Of 2020 Road Improvement District No. 531 & No. 532 (“Hardship Deferral”)

(motion, roll call)

- E. 2020-147** Resolution Approving Application Of Assessment Roll Number 531A-8 For Deferral Of Assessment Against The Property For The Construction Of 2020 Road Improvement District No. 531 & No. 532 (“Hardship Deferral”)
- (motion, roll call)
- F. 2020-148** Resolution Approving Final Planned Unit Development For Engwalls Development
- (motion, roll call)
- G. 2020-149** Resolution Approving A Special Use Permit For The Grading And Filling Within A Shoreland Overlay Zoning District
- (motion, roll call)
- H. 2020-150** Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver An Agreement Of Assessment And Waiver Of Irregularity And Appeal Between P & R Properties Twin Ports, LLC And City Of Hermantown
- (motion, roll call)
- I. 2020-151** Resolution Approving St. Louis County’s SAP No. 069-617-005 CP No. 0017-369575 County State-Aid Highway No. 17 (Stebner/Airbase Road) Within The City of Hermantown Corporate Limits
- (motion, roll call)
- J. 2020-152** Resolution Approving Change Order Number 3 For Sewer Improvement District No. 448
- (motion, roll call)
- K. 2020-153** Resolution Approving Pay Request Number 8 For Sewer Improvement District No. 448 To Utility Systems Of America In The Amount Of \$322,822.04
- (motion, roll call)
- L. 2020-154** Resolution Approving Final Compensating Change Order Number 4 & Pay Request Number 6 For 2020 Road Improvement District No. 531 & No. 532 To Ulland Brothers, Inc. In The Amount Of \$293,114.95
- (motion, roll call)
- M. 2020-155** Resolution Authorizing And Directing Mayor And City Clerk To Execute Addendum To Engineering Contract For The 2020 Road Improvement Program
- (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

10/14/2020	20-166	Stephanie Mccubbin, 3956 Old Midway Rd.	Wayne Boucher, Mayor & City Council	Complaint	10/12/2020
10/19/2020	20-167	Bill Reinke, MN Dept. of Labor	City of Hermantown	Annual Operating Permit (Elevator)	9/29/2020
10/19/2020	20-168	Troy Grohsman & Natasha Strand	Utility Commission	Water Bills	10/5/2020
10/19/2020	20-169	MNDOT	John Mulder, City Administrator	Right of Access Permit	10/14/2020
10/20/2020	20-170	MN Employment & Economic Development	City of Hermantown	Grant No.: SPAP- 17-0016-P0FY17	10/16/2020
10/23/2020	20-171	Eric Johnson, Community Development Director	Planning & Zoning Commission	James Rodlund, 4211 Ugstad Rd., Subdivision to Create a Flag Lot	10/20/2020
10/23/2020	20-172	Eric Johnson, Community Development Director	Planning & Zoning Commission	Sandy Hoff, 4747 Hermantown Rd., Special Use Permit	10/20/2020
10/23/2020	20-173	Eric Johnson, Community Development Director	Planning & Zoning Commission	Sandy Hoff, 4747 Hermantown Rd., Variance from Building Setback	10/20/2020
10/23/2020	20-174	Eric Johnson, Community Development Director	Planning & Zoning Commission	Sandy Hoff, 4747 Hermantown Rd., Final Planned Unit Development	10/20/2020
10/23/2020	20-175	Eric Johnson, Community Development Director	Planning & Zoning Commission	JP Holding Company, 507X Maple Grove Rd.	10/20/2020
10/27/2020	20-176	Kevin Orme, Finance Director	MN Management & Budget	CARES Report	10/26/2020



**Brownfields and Redevelopment Unit
Grant Adjustment Notice**

Grant Number: SPAP-17-0016-P-FY17

Grantee: City of Hermantown

Grant Name: Arrowhead Regional Health and Wellness Center n/k/a Essentia Wellness Center


Adjustment Number: 1


THE FOLLOWING ADJUSTMENT IN THE ABOVE GRANT IS NOW APPROVED:

A. The status of the grant is now: Closed, Pending Monitoring
The former status was: Awarded

B. The budget amounts for this grant are changed as follows:

C. Other (Narrative):

Prepared by:  Date: 10/16/2020

Approved by:  Date: 10/16/20

REIMBURSEMENT PAYMENT REQUEST

Submit completed form via email to your DEED Program Contact



Original Received 7/6/2020

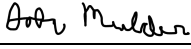
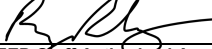
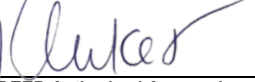
SECTION 1:	
* VENDOR ID + REMIT TO LOCATION CODE (SWIFT): 0000202485-001	* GRANT NAME: Arrowhead Regional Health and Wellness Center n/k/a Essentia Wellness Center
* VENDOR/GRANTEE NAME: City of Hermantown	* GRANT NUMBER: SPAP-17-0016-P-FY17
REMIT TO ADDRESS: 5105 Maple Grove Road Hermantown, MN 55811	SWIFT CONTRACT ID: 178949
	GRANT PERIOD FROM: May 31, 2017
	GRANT PERIOD TO:
	REIMBURSEMENT PERIOD FROM: June 30, 2018
	REIMBURSEMENT PERIOD TO: March 31, 2020
FORM PREPARED BY: John Mulder	PHONE: (218) 729-3601
	GRANT NUMBER: SPAP-17-0016-P-FY17
	PAY REQUEST #: 1
	FINAL: YES [X] NO []
EMAIL: jmulder@hermantownmn.com	DEED PROGRAM CONTACT NAME: Ryan Bloomberg
	DEED PROGRAM CONTACT EMAIL: ryan.bloomberg@state.mn.us

SECTION 2: * DEED PROGRAM USE ONLY										DEED Original Grant Amount		
SWIFT PO ID	PO LINE/DISTRIBUTION	AMOUNT	FUND	FIN DEPT ID	APPROP ID	ACCOUNT	AGENCY COST	PROJECT ID				
3000406517	1	\$8,000,000.00	3605	B223143S	B221451	441352	55353	B22ArrowHealth		\$8,000,000.00		
										Amount Disbursed	\$8,000,000.00	
										Balance AFTER this request	\$0.00	
TOTAL		\$8,000,000.00	NOTES:									

SECTION 3:											
	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9	Column 10	Column 11
	CURRENT PAYMENT REQUEST INFORMATION			PREVIOUS PAYMENT REQUEST INFORMATION			TOTALS OF PREVIOUS AND CURRENT DRAWS			REMAINDER	
APPROVED ELIGIBLE ACTIVITIES FROM GRANT AGREEMENT (GA)	APPROVED COSTS FROM GRANT AGREEMENT Per GAN 1	TOTAL ELIGIBLE INVOICES THIS DRAW = 100%	DEED PAYMENT REQUEST THIS DRAW = 39.8%	LOCAL MATCH THIS DRAW = 60.2%	PREVIOUS DEED PAYMENTS TO DATE	PREVIOUS LOCAL MATCH PAYMENTS TO DATE	TOTAL PREVIOUS PAID TO DATE	DEED REQUESTS: PREVIOUS AND CURRENT	LOCAL MATCH AMOUNTS: PREVIOUS AND CURRENT	TOTAL OF ALL PREVIOUS AND CURRENT	REMAINING UNSPENT BALANCE OF APPROVED COSTS
Design/ Soft Costs	\$5,529,763.00	\$1,191,064.50	\$0.00	\$1,191,064.50	\$0.00	\$0.00	\$0.00	\$0.00	\$1,191,064.50	\$1,191,064.50	\$4,338,698.50
Construction/ Demo	\$19,643,990.00	\$18,351,216.61	\$7,700,000.00	\$10,651,216.61	\$0.00	\$0.00	\$0.00	\$7,700,000.00	\$10,651,216.61	\$18,351,216.61	\$1,292,773.39
Furniture/ Fixtures/ Equipment	\$682,363.00	\$559,162.46	\$300,000.00	\$259,162.46	\$0.00	\$0.00	\$0.00	\$300,000.00	\$259,162.46	\$559,162.46	\$123,200.54
TOTAL	\$25,856,116.00	\$20,101,443.57	\$8,000,000.00	\$12,101,443.57	\$0.00	\$0.00	\$0.00	\$8,000,000.00	\$12,101,443.57	\$20,101,443.57	\$5,754,672.43
SWIFT ACTIVITY #884			\$8,000,000.00	TOTAL SWIFT ACTIVITY #884			\$8,000,000.00				

SECTION 4: AGREEMENT & AUTHORIZED APPROVAL

By submitting this form, I certify that the request is in accordance with DEED cash management requirements and appropriate contract terms; and the costs are eligible for this project; the data reported is correct and the amount of DEED Authorized signature certifies that this request has been reviewed and meets eligibility under the grant and payment is therefore recommended.

 _____ Grantee Authorized Signature John Mulder, City Administrator Grantee Typed Name and Title	_____ Date 7/31/2020	 _____ DEED Staff Authorized Approval Ryan Bloomberg, Project Manager Staff Typed Name	_____ Date 7/31/2020	 _____ DEED Authorized Approval Kristin Lukes, Director Typed Name	_____ Date 7/31/20
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Paid - 08/07/20 - HERMANTOWN CITY OF T - Voucher:01671080 - \$8,000,000.00

Cell: G12

Comment: Ryan Bloomberg:
Many adjustments to construction costs due to invoice differences from McGough pay applications

Cell: H60

Comment: Ryan Bloomberg:
\$66,679.95 was listed twice. I deleted the extra row.

Cell: F69

Comment: Ryan Bloomberg:
Invoice states \$79,560 not \$79,860

Cell: F77

Comment: Ryan Bloomberg:
Invoice states \$30,216.25 not \$39,216.25

Cell: F93

Comment: Ryan Bloomberg:
Invoice states \$4,972.50 not \$4,972.00

Cell: F94

Comment: Ryan Bloomberg:
Invoice states \$4,972.50 not \$4,972.00



Please save your report based on the following example:
 RochesterCity_August2020
 Submit in Excel format to CRAOffice.mmb@state.mn.us seven business days after the end of each reporting period.

Local Government Expenditure Report		
Name of Local Government (this will auto populate based on your SWIFT Supplier ID)	10 digit SWIFT Supplier ID # (begins with 0000) Select this link for SWIFT ID list	Date Submitted (Enter in MM/DD/YYYY Format)
HERMANTOWN CITY	0000202485	10/5/2020
Name and Title of Person Filling Out Form	DUNS Number (Select this link for more information)	Phone Number (enter 10 digits without spaces or dashes)
Dana Cunningham, Accountant	034490789	2187293607
Email Address	Amount of CRF Received from the Department of Revenue	Total Spent to Date (this amount will autofill)
dcunningham@hermantownmn.com	\$ 733,136	\$ 223,254.34
Use the drop down in cell D14 to select "Interim" if your agency has any unspent funds and "Final" in the box if all available CRF funds have been spent and this will be your final report.	Interim	
Please submit this report no later than 7 business days after the end of each month to provide the spend status of allotted Coronavirus Relief Funds (CRF), CFDA Number 21.019 awarded by the State of Minnesota.	Amount of CRF Remaining (this amount will autofill)	
	\$ 509,881.66	

The covered period for these expenses is March 1, 2020 through November 15 (cities and towns) /December 1, 2020 (counties).

DO NOT USE CRF FUNDS FOR ANY COST INCURRED OUTSIDE THIS COVERED PERIOD.

Coronavirus Relief Fund (CRF) Categories		Total	July, 2020	August, 2020	September, 2020	October, 2020	November, 2020	December, 2020
Describe expenses (links to expenditure category examples are in the green category boxes to the left)		Treasury Guidance	FAQs					
Administrative Expenses	Covid Legal Expenses	2522.00	2199.00	281.00	42.00	0.00	0.00	0.00

Unemployment Benefits		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Workers' Compensation		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Items Not Listed Above - to include other eligible expenses that are not captured in the available expenditure categories		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Spent		223254.34	67154.83	86682.89	69416.62	0.00	0.00	0.00

City of Hermantown

(As of 09/30/2020)

Cash/Investments per Fund

	Fund
240 City Sales Tax Fund	10,798,975
601 Water Fund	4,883,528
602 Sewer Fund	4,848,177
101 General Fund	4,754,368
235 Park Dedication	201,509
Other	4,483,297
Total	<u>29,969,854</u>

Who holds our money

4M	8,016,654
RBC	14,297,466
Wells Fargo	6,027
TD Ameritrade	3,253,520
National Bank of Commerce	4,396,187
MBS	0
Total	<u>29,969,854</u>

How our money is invested














	9/30/2020	6/30/2020	12/31/2019	12/31/2017
Cash	4,396,187	1,125,309	5,083,786	4,339,810
Short Term Investment (Money Market)	8,018,428	6,946,067	5,588,327	1,911,204
Investment - Section 24 and Road Plan	3,253,520	6,093,910	0	
Long Term Investment	14,301,719	7,360,888	9,187,508	13,503,052
Total	<u>29,969,854</u>	<u>21,526,174</u>	<u>19,859,621</u>	<u>19,754,066</u>

Year our Investments mature

2020	995,696
2021	2,522,394
2022	3,784,614
2023 and later	6,999,015
Total	<u>14,301,719</u>

City of Hermantown

Select Departmental and Funds Expenditure Actual to Original Budget Report

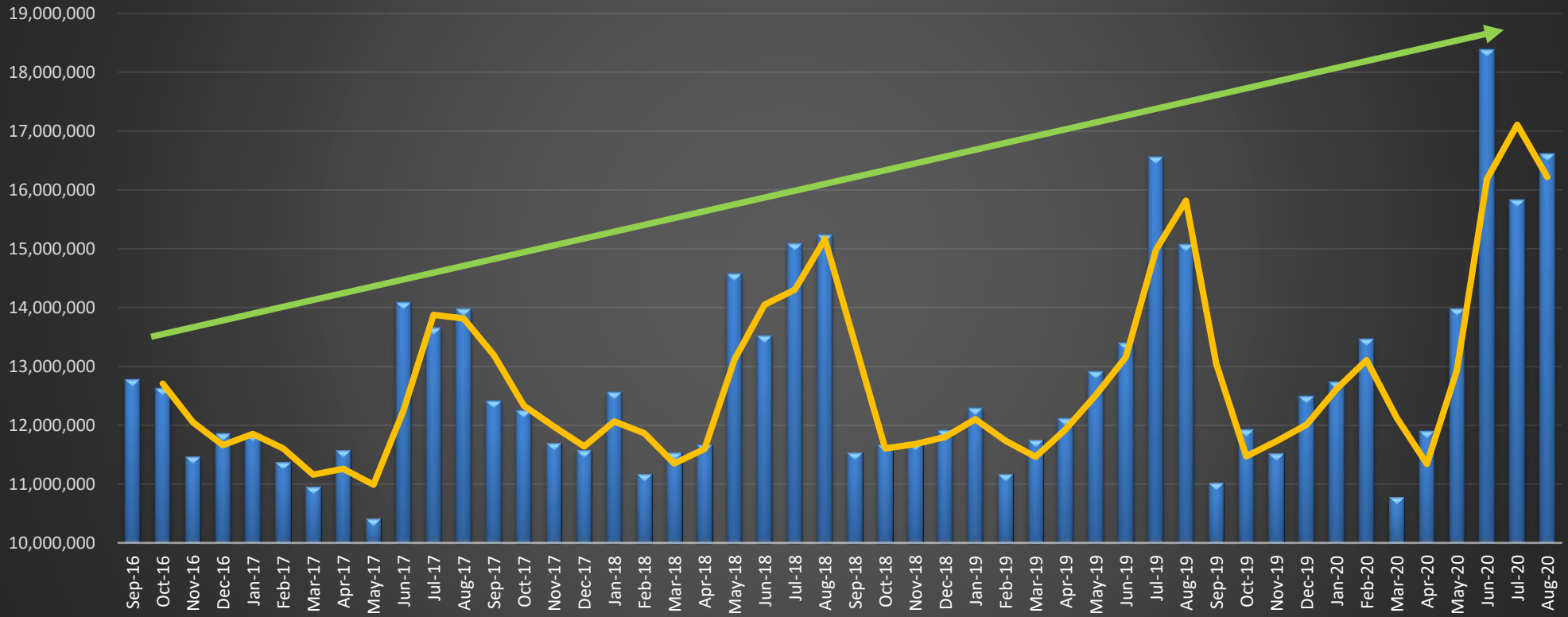
		TARGET (Q1-Q3 2020)	ACTUAL (Q1-Q3 2020)	PERCENT UNDER (OVER)
Administration & Finance		462,658	410,894	11%
Community Development		228,291	164,306	28%
Police Administration		2,074,328	1,850,715	11%
Fire Administration		387,000	387,000	0%
Street Dept. (Incl. Gen Eng)		561,116	507,953	9%
Parks		96,035	46,589	51%
Capital Equipment Transfer		282,841	-	100%
Facilities		245,999	209,684	15%
Other		261,572	235,583	10%
General Fund Expenditure Total		4,599,840	3,812,725	17%
Water		1,422,110	971,586	32%
Sewer		1,385,769	1,027,354	26%
Stormwater		305,838	252,651	17%
Sales Tax Revenue		1,862,500	1,820,718	-2%

Does not include CARES money bills paid

Once we transfer for equipment and take into account budget cuts we are 6% under budget. Last year 7% at the same time

Sales tax up over last year 2% YTD. Above figure does not include the most recent very strong month

CHART OF QTR - 3RD QTR 2020 TOTAL BILLED WATER USAGE IN GALLONS



City of Hermantown Special Revenue Budgets

Presented: **1st Monday of November**
November 2, 2020

Contents include:

- Informational page from Budget booklet (draft form)
- Revenue Sheet
- Expenditure Sheet

Enterprise Funds

1.	Fund 230 HEDA
2.	Fund 235 Park Dedication
3.	Fund 236 Wetlands
4.	Fund 251 Police Program
5.	Fund 260 Cable TV
6.	Fund 270 Soccer
7.	Fund 275 EWC - Lease
8.	Fund 601 Water Fund
9.	Fund 602 Sewer Fund
10.	Fund 603 Stormwater
11.	Fund 605 Street Lighting

Special Revenue Funds

Fund 230 – Hermantown Economic Development Authority

HEDA's mission is to intentionally lead economic growth, creating a vibrant and prosperous community.

The Hermantown Economic Development Authority (HEDA) was established on April 6, 1992 by Resolution 92-29. HEDA is governed by a board of commissioners with seven members. All of the members of the City Council are board members and two public members. The City is financially accountable for HEDA because the City Council approves the budget for HEDA, levies taxes (if necessary), and must approve any debt issuances. HEDA sponsors projects involving tax exempt financing ("conduit financing") for the benefit of outside entities. For this reason, HEDA is reported as a discretely presented component unit. HEDA has no employees but funds a portion of the City Administrator's time. Board members receive pay for each meeting they attend.

Beginning in the fall of 2016 the HEDA Board began a strategic planning process culminating in the adoption of a new mission statement stated above and values that were approved in February, 2017. As part of that planning process, the HEDA Board approved four key strategic objectives:

Objective A: HEDA Organization Development – Build Our Foundation For Action

Objective B: Implement Four Major Strategic Initiative Priorities

Objective C: Development Tools and Growth Policy Development (Foundational)

Objective D: Define, Brand And Promote Hermantown

Each of those objectives had specific key strategies to further the stated objective.

The current Fund Balance as of 9//30 is approximately \$166,244.

Budget Detail

230 Hermantown Economic Development Fund

Account	2017	2018	2019	2020	Current Budget 2020	% Rec. Budget 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
310100 Current Year Taxes	74,911	75,474	75,612		155,200	0%	142,500	-70,300	72,200	47%
310100 Current Year Taxes	74,911	75,474	75,612		155,200	0%	142,500	-70,300	72,200	46%
Group:										
310200 Delinquent Taxes	288	869	208		0	0%			0	0%
310200 Delinquent Taxes	288	869	208		0	0%			0	0%
Group:										
319100 Penalty & Interest Property Taxes	37				0	0%			0	0%
319100 Penalty & Interest	37				0	0%			0	0%
Group:										
341000 Other Income										
341010 Building Rentals	1,000	1	1	1	0	***%			0	0%
Group:										
362400 911 Signs										
362440 Conduit Financing Fees	2,770	2,770	2,770	2,770	2,770	100%	2,770		2,770	100%
Group:										
392000										
392010 Transfers In										
Group:										
Fund:	79,006	79,114	185,287	2,771	157,970	2%	145,270	-70,300	74,970	47%

230 Hermantown Economic Development Fund

Account Object	Actuals			Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
	2017	2018	2019						
465100 HEDA									
101 Full-Time Employees - Reg	22,009	16,385	17,628	20,714	67%	21,372		21,372	103%
103 Part-Time Employees - Reg	2,500	1,500	1,800	4,200	26%	4,200		4,200	100%
121 PERA Contributions - Coor	1,574	1,282	1,377	1,554	71%	1,603		1,603	103%
123 PERA Contributions - DCP	71	38	45	210	15%	210		210	100%
128 Social Security	1,474	1,082	1,152	1,303	69%	1,344		1,344	103%
129 Medicare	367	265	283	361	61%	371		371	103%
131 Health Insurance	3,175	3,216	3,947	4,381	77%	4,562		4,562	104%
132 Health Care Savings Plan/			188	0	0%	0		0	0%
133 Life Insurance	50	43	50	48	79%	48		48	100%
134 Disability Insurance	74	66	68	52	71%	75		75	103%
136 MSRS			50	64	73%	88		88	100%
151 Workers Compensation	11	13	24	27	107%	28		30	111%
201 Office Supplies			113	100	0%	100		100	100%
202 Printing Supplies		368	267	500	0%	500		500	100%
221 General Supplies		217	69	100	0%	100		100	100%
305 Engineer Fees	3,075	455		3,000	0%	3,000		3,000	100%
308 Legal Fees	3,034	6,002	1,953	3,000	218%	6,000		6,000	200%
310 Recording/Filing Fees		46		0	0%	0		0	0%
315 School & Conference	1,549	290	295	1,500	20%	1,500		1,500	100%
319 Contracted Services		5,830	22,625	66,111	13%	66,111	-48,942	17,169	26%
325 Postage		1	1	500	0%	500		500	100%
331 Travel Expense	1,232	2,385	1,655	1,000	138%	2,000		2,000	200%
343 Community Relations	500		8,208	5,000	65%	6,000		6,000	120%
351 Legal Notices Publications	215	307	161	200	54%	200		200	100%
451 Dues & Subscriptions	3,340	3,835	2,845	4,000	84%	4,000		4,000	100%
530 Improvements Other Than B	71,587	36,930		40,000	0%	45,000		45,000	113%
Account:	115,837	80,556	64,804	157,970	28%	168,912	-48,940	119,972	76%
Fund:	115,837	80,556	64,804	157,970	28%	168,912	-48,940	119,972	76%

Fund 235 - Park Dedication Fund

Accounts for the collection of revenues dedicated to the acquisition and capital improvement of City parks. Revenue is collected by charging a park dedication fee on new buildings and developments.

Included in the 2021 Budget is an \$820,000 grant from the State of Minnesota to build sections of the Munger Trail Spur.

The current Fund Balance as of 9/30/20 is approximately \$196,508.

Budget Detail

235 Park Dedication Fund

Account	2017	2018	Actuals	2020	Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
322400 Licenses & Fees										
322460 Park Dedication Fee	20,900	16,650	16,500	19,440	18,000	108%	18,000		18,000	100%
322470 Park Dedication Fee in	4,200	21,800	17,600	15,950	5,500	290%	5,500		5,500	100%
Group:	25,100	38,450	34,100	35,390	23,500	151%	23,500	0	23,500	100%
336300 Other Grants & Aids										
336300 Other Grants & Aids	8,000	8,000				0%				0%
Group:	8,000	8,000				0%		0	0	0%
362100 Investment Interest										
362100 Investment Interest	1,342	5,500	2,109	-142	100	***%	20		20	20%
362160 Gain (Loss) on Sale of	-552	-1,879	1,466		0	0%			0	0%
Group:	790	3,621	3,575	-142	100	***%	20	0	20	20%
362200 Park Field Rental Fees										
362250 City Property Lease	7,937					0%			0	0%
Group:	7,937					0%		0	0	0%
362300 Donations										
362310 Nongovernmental Grants			42,000		820,000	0%	820,000		820,000	100%
Group:			42,000		820,000	0%	820,000	0	820,000	100%
Fund:	33,827	50,071	79,675	35,248	843,600	4%	843,520	0	843,520	99%

235 Park Dedication Fund

Account Object	Actuals			Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
	2017	2018	2019						
451000 Culture and Recreation					0 0%				0 0%
530 Improvements Other Than B			27,152		0 ***%				0 0%
Account:			27,152						
452100 Parks					0 0%				0 0%
221 General Supplies			377						
305 Engineer Fees		10,718	4,905	1,000	0 0%	5,000		5,000	500%
308 Legal Fees		768	1,395		0 0%				0 0%
351 Legal Notices Publishing		70			0 0%				0 0%
493 Community Contributions		66,500			0 0%				0 0%
530 Improvements Other Than B		15,273	121,392	870,000	0 0%	920,000		920,000	106%
720 Transfer Out		23,956	95,065		0 0%				0 0%
Account:		117,285	223,134	871,000	0 0%	925,000		925,000	106%
Fund:		117,285	250,286	871,000	0 0%	925,000		925,000	106%

Fund 236 - Wetland Mitigation Fund

The Wetland Mitigation Fund accounts for the collection of revenues from landowners who disturb wetlands in connection with the development of a parcel of land to utilize for the acquisition, enhancement, restoration, or creation of Wetlands within the City.

The current Fund Balance as of 9/30/20 is approximately \$67,789.

Budget Detail

CITY OF HERMANTOWN, MN
Revenue Budget Report -- MultiYear Actuals
For the Year: 2021

236 Wetland Mitigation Fund

Account	2017	2018	2019	2020	Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
322100 Building Permits					1,000	0%	500		500	50%
322125 Wetland Impact Fee					1,000	0%	500	0	500	50%
Group:					1,000	0%	500	0	500	50%
Fund:					1,000	0%	500	0	500	50%

CITY OF HERMANTOWN, MN
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021

236 Wetland Mitigation Fund

Account Object	2017	2018	Actuals	2019	2020	Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
465300 Hermantown Wetland											
319 Contracted Services	1,500	7,488	7,000	7,000	6,000	3,500	171%	3,500		3,500	100%
465 Restorations (Wetland)	1,500	7,488	7,000	7,000	6,000	3,500	171%	3,500	0	3,500	100%
Account:											
Fund:	1,500	7,488	7,000	7,000	6,000	3,500	171%	3,500	0	3,500	100%

Fund 251 - Police Program Fund

Police Program Fund accounts for revenue and expenditures for special police programs such as alcohol/drug forfeitures, and the police K9 program.

The current Fund Balance as of 9/30/20 is approximately \$195,000.

Budget Detail

251 Police Program Fund

Account	2017	2018	Actuals 2019	2020	Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
331900										
331999 Other Federal Grants &		1,173				0 0%				0 0%
Group:		1,173				0 0%		0		0 0%
351000 Impound & Towing Charges										
351010 Court Fines	3,814	1,680	5,409	2,540	2,200	115%	2,300		2,300	105%
Group:	3,814	1,680	5,409	2,540	2,200	115%	2,300	0	2,300	104%
352000										
352010 Unclaimed Property	42	375		4,045		0 ***%				0 0%
352020 Forfeitures (Veh/Etc)	32,779	28,157	6,813	189	2,500	8%	500		500	20%
Group:	32,821	28,532	6,813	4,234	2,500	169%	500	0	500	20%
362300 Donations										
362300 Donations	8,723	47,287	11,865	2,969		0 ***%				0 0%
Group:	8,723	47,287	11,865	2,969		0 ***%		0		0 0%
Fund:	45,358	78,672	24,087	9,743	4,700	207%	2,800	0	2,800	59%

Fund 260 - Cable Television Fund

Accounts for the revenues and expenditures associated with administering a franchise agreement with Mediacom to provide cable television to Hermantown residents. The current franchise fee charge is 5% of a resident's Mediacom cable television bill. Hermantown High School is the site of the control room for the local cable channel.

The current Fund Balance as of 9/30/20 is approximately \$390,000.

Budget Commentary:

The Cable TV Coordinator is a contracted position. Administration staff salary and benefits are allocated to the Cable Fund for administration of the Fund.

Budget Detail

CITY OF HERMANTOWN, MN
Revenue Budget Report -- MultiYear Actuals
For the Year: 2021

260 Cable TV Fund

Account	Actuals			Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
	2017	2018	2019						
318100 Franchise Fees	37,197	38,256	38,688	18,827	50%	38,500		38,500	101%
318100 Franchise Fees	37,197	38,256	38,688	18,827	50%	38,500	0	38,500	101%
Group:									
362100 Investment Interest	2,031	2,567	2,661	-162	-15%	500		500	45%
362100 Investment Interest	6,000	6,000	6,000	6,000	0%	6,000		6,000	100%
362120 Interest - Interfund	-836	-894	1,672	0	0%	0		0	0%
362160 Gain (Loss) on Sale of	7,195	7,673	10,333	-162	-2%	6,500	0	6,500	91%
Group:									
Fund:	44,392	45,929	49,021	18,665	41%	45,000	0	45,000	99%

260 Cable TV Fund

Account Object	2017	2018	2019	2020	Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
456101 Cable										
101 Full-Time Employees - Reg	5,315	5,485	4,462	2,706	4,049	67%	4,165		4,165	103%
111 Severance Pay - Vacation/			752		0	0%			0	0%
121 PERA Contributions - Coor	399	423	351	215	304	71%	312		312	103%
128 Social Security	327	340	293	170	251	68%	258		258	103%
129 Medicare	77	80	69	40	59	68%	60		60	102%
131 Health Insurance	1,455	1,544	1,126	667	869	77%	906		906	104%
132 Health Care Savings Plan/			40		0	0%			0	0%
133 Life Insurance	15	15	11	6	9	67%	9		9	100%
134 Disability Insurance	24	25	18	10	14	71%	14		14	100%
136 MSRS			11	11	16	69%	16		16	100%
151 Workers Compensation	8	6	6	6	5	120%	5		6	120%
219 Other Operating Equipment	22				0	0%			0	0%
308 Legal Fees	229	125	115	28	300	9%	300		300	100%
319 Contracted Services	7,500	11,250	7,500	5,625	7,500	75%	7,500		7,500	100%
331 Travel Expense	162	219	217	156	0	***%				
361 General Liability Insuran	59	58	58	51	58	88%	60		44	76%
404 Equipment Maintenance		2,858			1,000	0%	1,000		1,000	100%
580 Other Equipment	15,592	22,428	15,029	9,691	14,434	67%	74,605	-60,015	14,590	101%
Account:	15,592	22,428	15,029	9,691	14,434	67%	74,605	-60,015	14,590	101%
Fund:	15,592	22,428	15,029	9,691	14,434	67%	74,605	-60,015	14,590	101%

Fund 270 – Soccer Association Fund

Accounts for the revenues and expenditures associated with the development agreement of the soccer field with the Hermantown Soccer Association.

The current Fund Balance as of 9/30/20 is approximately \$73,167.

Budget Detail

Fund 275 – EWC Lease

Accounts for the revenues and expenditures associated with the Essentia lease at the Essentia Wellness Center.

Budget Detail

CITY OF HERMANTOWN, MN
Revenue Budget Report -- Multi-Year Actuals
For the Year: 2021

275 Essentia Wellness Center

Account	2017	2018	Actuals	2019	2020	Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
341000 Other Income				57,413	191,377	216,128	89%	216,128		216,128	100%
341015 Community Building				57,413	191,377	216,128	89%	216,128	0	216,128	100%
Group:				100,000	0	0	0%			0	0%
362900 Flex Plan Revenue Over/Short				100,000	0	0	0%			0	0%
362999 Naming Rights Income				100,000	0	0	0%			0	0%
Group:				157,413	191,377	216,128	89%	216,128	0	216,128	100%
Fund:				3,211,134	3,369,598	3,869,048	6,373,600	4,253,218	-70,300	4,182,918	
Grand Total:				3,211,134	3,369,598	3,869,048	6,373,600	4,253,218	-70,300	4,182,918	

CITY OF HERMANTOWN, MN
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021

275 Essentia Wellness Center

Account Object	Actuals			Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
	2017	2018	2019						
452200 Community Building									
319 Contracted Services	6,626	380	0 ***%	0 ***%	1,000			1,000	100%
321 Telephone	3,077	5,573	0 ***%	0 ***%	6,800			6,800	100%
322 Internet	4,011	9,439	0 ***%	0 ***%	11,000			11,000	100%
361 General Liability Insuran	6,007	17,447	17,116 102%	20,100	2,598			22,698	133%
381 Electricity	23,651	72,444	130,925 55%	120,000				120,000	92%
382 Water Purchases	2,542	15,198	24,212 63%	24,000				24,000	99%
383 Heating Gas	8,098	33,869	0 ***%	0				0	0%
385 Sewer Charges	2,547	14,931	24,213 62%	24,000				24,000	99%
401 Building Maintenance	855	9,003	19,662 0%	9,228	-2,598			6,630	34%
405 Computer Maintenance		200	0 ***%	0				0	0%
460 Permits & Licenses		200	0 ***%	0				0	0%
Account:	57,414	178,484	216,128 83%	216,128	0			216,128	100%
Fund:	57,414	178,484	216,128 83%	216,128	0			216,128	100%
Grand Total:	2,283,864	2,066,905	4,606,895	2,497,700	8,913,875	5,893,394	-108,955	5,784,439	

Enterprise Funds

Fund 601 - Water Enterprise Fund

This fund accounts for the activity of providing water services to the public. The Hermantown Utility Department is responsible for the distribution of treated water. The City purchases all drinkable water from the City of Duluth. In 2018, the City switched to a Tier System for billing water rates, broken down by Residential, Multi-Family, Commercial and Irrigation.

Utility Commission/Water Department Objectives

- To consider and make recommendations to the City Council with respect to improvements to be constructed and financed pursuant to Chapter 429 of the Minnesota Statutes.
- To administer the public utilities provided by the City of Hermantown
- To perform such other functions as made by resolution of the City Council delegated to it.
- Provide an adequate supply of water. Current city water storage includes a 150,000 gallon elevated storage tank at Ugstad Road/Arrowhead Road and a 600,000 gallon elevated storage tank at Ugstad Road/Hwy 53. These two tanks have sufficient capacity to provide for two days of average daily demand if the city should lose its water supply.
- The city's current water system also includes 64.347 miles of water mains and 543 hydrants for fire control.
- The Public Works Director is responsible for leading the maintenance of city water mains.

The City's water system includes: One 150,000 Gallon Water Tower, One 600,000 Gallon Water Tower, and a Booster Pumping Station

Age of System	54 Years
Total Miles of Water Main Added From 1960 to 1990	46 Miles
Total Miles Added From 1990 to 2001	6.5 Miles
Total Miles Added From 2001 to 2003	1.68 Miles
Total Miles Added From 2003 to 2011	8.547 Miles
Total Miles Added From 2012 to 2015	.92 Miles
Total Miles Added From 2016 to 2020	.7 Miles
Total Miles of Water Main	64.347 Miles

Total Number of Fire Hydrants Added 1960 to 1990	351
Total Number of New Fire Hydrants 1990 to 2001	55
Total Number of New Fire Hydrants 2001 to 2003	19
Total Number of New Fire Hydrants 2003 to 2012	102
Total Number of New Fire Hydrants 2013 to 2015	8
Total Number of New Fire Hydrants 2016 to 2020	9
Total Fire Hydrants	543

	2003	2009	2013
Water Usage (in gallons)	150 Million	156 Million	154 Million

Rate Increase Proposal

Water Rates – Per 1,000 Gallons				
Residential	Tier 1	2020 7.84	2021 8.15	Usage in Gallons - Tier Breaks Up to 2500 Gallons Between 2500 – 4500 Gallons Over 4500 Gallons
	Tier 2	9.02	9.38	
	Tier 3	9.92	10.32	
Multi-Family	Tier 1	9.02	9.38	All Usage
	Tier 2	9.02	9.38	All Usage
	Tier 3	9.02	9.38	All Usage
Commercial	Tier 1	8.11	8.43	Up to 20,000 Gallons Between 20,000 – 50,000 Gallons Over 50,000 Gallons
	Tier 2	8.53	8.87	
	Tier 3	9.37	9.74	
Irrigation	Tier 1	9.92	10.32	All Usage
	Tier 2	9.92	10.32	All Usage
	Tier 3	9.92	10.32	All Usage

Meter Size	Monthly Service Charge	
	2020	2021
5/8"-1"	8.65	9.00
1 1/4"	12.98	13.50
1 1/2"	12.98	13.50
2"	32.45	33.75
3"	37.86	39.37
4"	48.67	50.62
6"	70.30	73.11

Authorized Personnel

The Water Enterprise and Sewer Enterprise fund includes authorized personnel as follows; Utility Clerk and Utility Workers.

The wages for these employees are split between the Water, Sewer, and Storm water Funds.

Budget Commentary

Transfers out are applied to debt payments in the debt service fund. The 2021 Transfers Out for debt total \$91,838.

Included in the water budget is the following equipment. The equipment will be paid a % by water, a % by the sewer fund, and some of them a % by the General Fund. The assets will be water assets but the sewer fund and in some cases the General Fund will transfer in their % of the cost to the water fund which is reflected in this budget.

The following assets are in the water budget:

2021 Blue Service Truck - \$165,000 (Part paid by Sewer and General Fund. \$70,000 paid by Water)

624 Loader with Plows - \$115,000 (Part paid by Sewer and General Fund. \$23,000 paid by Water)

GPS R12 Staff Unit - \$24,500 (Part paid by Sewer and General Fund. \$6,125 paid by Water)

Fire Hydrants on Morris Thomas Road - \$175,000

Total = \$479,500

Budget Detail

601 Water Enterprise Fund

Account	2017	2018	2019	2020	Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
321900 Misc Licenses			1,000			0 0%				0 0%
321990 Other Licenses & Permits			1,000			0 0%				0 0%
331900										
331999 Other Federal Grants &	3,750					0 0%				0 0%
341000 Other Income										
341070 Assessment Search	4,350	4,793	4,455	7,048	4,000	176%	4,700		4,700	118%
361100 Principal - Current	4,350	4,793	4,455	7,048	4,000	176%	4,700	0	4,700	117%
361110 Principal - Delinquent	193					0 0%				0 0%
361300 Penalties & Interest	193					0 0%				0 0%
361330 Penalties & Interest	170	11	16			0 0%				0 0%
362100 Investment Interest	170	11	16			0 0%				0 0%
362100 Investment Interest	40,065	59,217	70,539	-4,255	25,000	-17%	15,000		15,000	60%
362150 Interest Income/City	509	399	338	181		0 ***%				0 0%
362160 Gain (Loss) on Sale of	-16,475	-20,539	43,904			0 0%				0 0%
362200 Park Field Rental Fees	24,099	39,077	114,781	-4,074	25,000	-16%	15,000	0	15,000	60%
362250 City Property Lease	41,984	44,083	50,868	22,500	44,000	51%	50,868		50,868	116%
362900 Flex Plan Revenue Over/Short	41,984	44,083	50,868	22,500	44,000	51%	50,868	0	50,868	115%
362990 Miscellaneous Revenue	9,802	10,825	11,657	4,944	10,000	49%	10,000		10,000	100%
371400 Metered Water Sales	9,802	10,825	11,657	4,944	10,000	49%	10,000	0	10,000	100%
371400 Metered Water Sales	1,248,377	1,228,637	1,262,773	854,809	1,260,480	68%	1,372,800		1,372,800	109%
371450 Metered-Truck Fill	2,738	2,732	3,611	2,057	4,000	51%	3,500		3,500	88%
Group:	1,251,115	1,231,369	1,266,384	856,866	1,264,480	68%	1,376,300	0	1,376,300	108%

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For the Year: 2021

601 Water Enterprise Fund

Account	2017	2018	2019	2020	Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
371500 Water Hookups	26,300	21,300	25,000	21,500	25,000	86%	25,000		25,000	100%
371500 Water Hookups	97	773		134	0	***%			0	0%
371550 Water Service Line	26,397	22,073	25,000	21,634	25,000	87%	25,000	0	25,000	100%
Group:										
371700	106,305	228,116	242,990	148,827	246,253	60%	256,103		256,103	104%
371710 Service Charge	638	8,940	3,720	5,525	7,100	78%	6,200		6,200	87%
371720 Front Foot Water Cash	12,675	12,756	12,393	3,572	9,500	38%	7,000		7,000	74%
379999 Late Fee	76,573	2,000	44,500		157,200	0%	207,375		207,375	132%
392010 Transfers In										
Group:	196,191	251,812	303,603	157,924	420,053	38%	476,678	0	476,678	113%
393100 Bond Issuance										
393100 Bond Issuance				246,776	0	***%			0	0%
Group:				246,776	0	***%		0	0	0%
394000 Contributed Capital	525,000	639	559,139		0	0%			0	0%
394000 Contributed Capital		639	559,139		0	0%		0	0	0%
Group:										
Fund:	2,083,051	1,604,682	2,336,903	1,313,618	1,792,533	73%	1,958,546	0	1,958,546	109%

601 Water Enterprise Fund

Account Object	Actuals			Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
	2017	2018	2019						
471000 Debt Service				3,836	0 ***%	0	0	0	0%
620 Fiscal Agent Fees				3,836	0 ***%	0	0	0	0%
Account:									
494300 Water Distribution									
101 Full-Time Employees - Reg	107,611	124,872	120,924	60,563	154,645	39%	161,050	161,050	104%
102 Full-Time Employees - Ove	9,576	13,932	19,704	3,794	9,048	42%	12,537	12,537	139%
103 Part-Time Employees - Reg	355	1,137	1,016	180	0	***%		0	0%
121 PERA Contributions - Coor	9,162	16,236	13,443	6,553	12,277	53%	13,019	13,019	106%
128 Social Security	7,361	8,232	8,655	5,181	10,149	51%	10,762	10,762	106%
129 Medicare	1,721	1,925	2,024	1,212	2,374	51%	2,517	2,517	106%
131 Health Insurance	45,239	58,874	115,158	42,321	69,098	61%	72,063	72,063	104%
132 Health Care Savings Plan/	406	444	125	0	0	0%	0	0	0%
133 Life Insurance	185	175	203	138	223	62%	223	223	100%
134 Disability Insurance	606	662	694	449	790	57%	819	819	104%
136 MSRS					130	0%	130	130	100%
151 Workers Compensation	3,787	3,252	4,886	6,301	5,593	113%	5,851	7,009	125%
201 Office Supplies	6				0	0%		0	0%
212 Motor Fuels	3,002	4,210	3,566	1,612	3,000	54%	3,000	3,000	100%
216 Uniforms	319	297	462	125	500	25%	500	500	100%
219 Other Operating Equipment	-166			0	0	0%		0	0%
221 General Supplies	3,252	4,185	4,501	749	5,000	15%	5,000	5,000	100%
228 Utility System Maint Supp	13,063				4,000	0%	4,000	4,000	100%
314 Computer/Software Fees					0	0%	0	3,750	***%
315 School & Conference	138	1,451	432	306	3,500	9%	3,500	3,500	100%
317 Personnel Testing, Physic	136	109	109	109	0	***%		0	0%
319 Contracted Services					0	0%		30,000	***%
331 Travel Expense	565	564			750	0%	750	30,000	***%
361 General Liability Insuran	6,278	7,120	8,086	6,567	7,483	88%	7,483	750	100%
382 Water Purchases	616,044	619,063	615,631	482,667	648,960	74%	711,000	4,949	66%
404 Equipment Maintenance	3,649	1,188	2,807	5,796	5,000	116%	5,000	711,000	110%
406 Vehicle Maintenance	1,093	18	958	532	2,500	21%	2,500	5,000	100%
413 Equipment Rental	9,215	11,704	852		12,500	0%	12,500	2,500	100%
417 Uniform Rental	271	53			500	0%	500	500	100%
451 Dues & Subscriptions	581	648	717	496	700	71%	700	700	100%
460 Permits & Licenses	48				1,000	***%		0	0%
470 Booster Pump Repairs	2,491	407	105	375	825	45%	250	250	30%
471 Water Line Repairs	28,966	52,860	44,187	11,448	25,000	46%	25,000	25,000	100%
472 Hydrant Repairs	470	2,439	5,186	16,594	29,500	56%	29,500	29,500	100%
499 Miscellaneous	31	90	1		100	0%		0	0%
540 Office Equip/Furnishings		1,796	25,913	421	1,000	42%	1,000	1,000	100%
542 Light Equipment					6,000	0%	6,000	6,000	100%
544 Motor Vehicles	8,746	14,272	8,739	66,997	94,400	71%	165,000	165,000	175%
580 Other Equipment	884,159	952,263	1,009,084	878,762	1,415,945	62%	1,580,404	314,500	105%
Account:							28,624	1,609,028	114%

601 Water Enterprise Fund

Account Object	2017	2018	Actuals	2020	Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
494400 Water Administration and General										
101 Full-Time Employees - Reg	92,044	91,420	75,376	36,464	80,412	45%	81,921		81,921	102%
102 Full-Time Employees - Ove	377	477	366	310	490	63%	505		505	103%
111 Severance Pay - Vacation/			352		0	0%	0		0	0%
121 PERA Contributions - Coor	-16,471	6,722	7,225	4,231	6,070	70%	6,182		6,182	102%
128 Social Security	5,087	5,441	4,650	3,374	5,018	67%	5,110		5,110	102%
129 Medicare	1,190	1,272	1,087	789	1,173	67%	1,195		1,195	102%
131 Health Insurance	17,981	17,661	17,324	15,136	26,487	57%	20,002		20,002	76%
132 Health Care Savings Plan/	66	71	269		0	0%	0		0	0%
133 Life Insurance	183	181	156	107	156	69%	156		156	100%
134 Disability Insurance	416	444	326	244	352	69%	355		355	101%
136 MSRS			146	152	208	73%	208		208	100%
151 Workers Compensation	81	85	109	110	105	105%	106		106	110%
202 Printing Supplies	610	1,695	338	438	600	73%	600		600	100%
209 Computer Equipment				234	0	***%				0%
301 Audit/Account Services	4,016	4,016	5,297	2,798	4,300	65%	4,500		4,500	105%
302 Assessors Fees	5	4	7		0	0%	0		0	0%
305 Engineer Fees			243		0	0%			0	0%
308 Legal Fees	1,439	10,662	-483	57	5,000	1%	3,000		3,000	60%
314 Computer/Software Fees	1,209	1,125	2,781	2,662	1,400	190%	1,800		1,800	129%
315 School & Conference					150	0%			0	0%
319 Contracted Services	15,338	3,181	2,641	39	5,532	1%	3,200		3,200	58%
321 Telephone	2,133	2,482	2,730	1,764	2,093	84%	2,210		2,210	106%
322 Internet	117	112	281	360	110	327%	280		280	255%
323 Gopher One Call Locates	1,706	1,442	1,869	1,408	1,600	88%	1,550		1,550	97%
325 Postage	3,614	3,162	4,347	3,009	3,600	84%	3,675		3,675	102%
331 Travel Expense	965	1,228	1,598	1,111	1,400	79%	1,400		1,400	100%
351 Legal Notices Publishing	371	326	611	433	420	103%	600		600	143%
361 General Liability Insuran	1,973	1,366	1,285	2,646	1,400	189%	1,400	2,693	4,093	292%
381 Electricity	5,971	7,183	6,179	5,383	6,900	78%	6,850		6,850	99%
383 Heating Gas	1,986	2,689	3,201	1,434	3,600	40%	3,200		3,200	89%
405 Computer Maintenance	7,963	9,117	9,525	8,124	10,222	79%	14,964		14,964	146%
420 Depreciation Expenses	186,867	224,044	192,416		200,000	0%	200,000		200,000	100%
432 Bad Debts		285			0	0%			0	0%
451 Dues & Subscriptions				50	0	***%			0	0%
598 Loss on Sale of Equipment			38		0	0%			0	0%
720 Transfer Out	337,237	464,487	407,987	92,867	69,403	0%	91,838		91,838	132%
Account:					438,201	21%	456,807	2,702	459,509	105%
495000 Transfer Out	65,937	40,000	100,333		42,000	0%			0	0%
720 Transfer Out	65,937	40,000	100,333		42,000	0%			0	0%
Account:										
Fund:	1,287,333	1,456,750	1,517,404	975,465	1,896,146	51%	2,037,211	31,326	2,068,537	109%

Fund 602 - Sewer Enterprise Fund

Sewer fund accounts for the activity of providing sewer disposal services to the public. The Hermantown Utility Department is responsible for the collection of sanitary sewer waste. The Western Lake Superior Sanitary District purifies sanitary sewer waste. The rates are set by the Utility Commission and voted by resolution or motion by the City Council. In 2018, the City moved to a Tier System for billing sewer rates, broken down by Residential, Commercial and Commercial.

Objectives

- Provide adequate sanitary sewer operations, the city's sewer system consists of 69.078 miles of sewer mains but continues to expand based upon neighborhood petitions requesting an extension of services.
- The Public Works Director is responsible for leading the maintenance of city sewer mains.

Age of System	35 Years
Total Miles of Low Pressure Force main to 2014	7.31 Miles
Total Miles of Sewer Main Added From 1970 to 1990	24 Miles
Total Miles Added From 1990 to 2001	13 Miles
Total Miles Added From 2001 to 2003	6.688 Miles
Total Miles Added From 2003 to 2010	15.62 Miles
Total Miles Added From 2010 to 2012	1.30 Miles
Total Miles Added From 2012 to 2015	.46 Miles
Total Miles Added From 2016 to 2020	.7 Miles
Total Miles of Sewer Main	69.078 Miles

Total Number of Manholes Added 1970 to 2001	270
Total Number of Manholes Added 2001 to 2002	123
Total Number of Manholes Added 2002 to 2010	354
Total Number of Manholes Added 2010 to 2012	27
Total Number of Manholes Added 2012 to 2015	16
Total Number of Manholes Added 2016 to 2020	12
Total Manholes	802

	2003	2009	2013
Water Sewage Usage (in gallons)	110 Million	133.5 Million	134 Million

The City's sanitary sewer system includes: 15 Pumping Stations, Phase I Trunk Sewer - 2.4 Miles, Phase II Trunk Sewer - 2 Miles, and Phase III Trunk Sewer - 2.47 Miles

Rate Increase Proposal

Sewer Rates - Per 1,000 Gallons

		20210	2021	Notes
Residential	Tier 1	9.90	10.15	
Multi-Family	Tier 1	9.90	10.15	
Commercial	Tier 1	9.9	10.15	
Flat Rate	Tier 1	24.75	25.37	Residential Average -- 2,500 Gallons
Flat Rate	Tier 1	44.55	45.66	Commercial Average -- 4,500 Gallons
Service Charge		3.16	3.24	Monthly

Authorized Personnel

The Water Enterprise and Sewer Enterprise fund includes authorized personnel as follows; Utility Clerk(s) and Utility Workers. The wages for these employees are split between the Water, Sewer, and Storm water Funds.

Budget Commentary

Transfers out are applied to debt payments in the debt service fund. The 2021 Transfers Out for debt total \$67,944.

Also included in the sewer budget are transfers to the water fund for a % of the following equipment.

GPS R12 Unit - \$6,125

624 Loader w/ Plows - \$23,000

Blue Service Truck - \$70,000

Total = \$99,125

Finally, in the sewer budget is the following asset: Retro Fit Lift Station - \$40,000

Budget Detail

602 Sewer Enterprise Fund

Account	2017	2018	2019	2020	Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
331900										
331999 Other Federal Grants & Group:	3,750					0 0%			0	0%
341000 Other Income	3,750					0 0%			0	0%
341070 Assessment Search	4,350	4,793	4,455	7,048	3,000	235%	5,500		5,500	183%
341070 Assessment Search Group:	4,350	4,793	4,455	7,048	3,000	235%	5,500	0	5,500	183%
361100 Principal - Current	302					0 0%			0	0%
361110 Principal - Delinquent	302					0 0%			0	0%
361300 Penalties & Interest	170		34			0 0%			0	0%
361300 Penalties & Interest Group:	170		34			0 0%			0	0%
362100 Investment Interest	36,574	63,501	75,285	-4,540	25,000	-18%	10,000		10,000	40%
362150 Investment Interest	1,956	1,752	2,104	2,215	1,000	222%	1,900		1,900	190%
362160 Gain (Loss) on Sale of	-14,985	-21,948	46,842		0	0%			0	0%
362160 Gain (Loss) on Sale of Group:	23,545	43,305	124,231	-2,325	26,000	-9%	11,900	0	11,900	45%
371700										
371710 Service Charge	73,832	74,471	77,408	47,438	78,178	61%	83,259		83,259	106%
371710 Service Charge Group:	73,832	74,471	77,408	47,438	78,178	61%	83,259	0	83,259	106%
372400 Sewer Usage	1,317,579	1,332,732	1,370,864	858,390	1,380,400	62%	1,466,500		1,466,500	106%
372400 Sewer Usage Group:	1,317,579	1,332,732	1,370,864	858,390	1,380,400	62%	1,466,500	0	1,466,500	106%
372500 Sewer Hookups	30,800	26,800	31,600	35,985	27,000	133%	30,000		30,000	111%
372500 Sewer Hookups Group:	30,800	26,800	31,600	35,985	27,000	133%	30,000	0	30,000	111%
372700										
372710 Sewer Permits	3,285	2,885	3,420	3,160	2,950	107%	3,150		3,150	107%
372715 Sewer Capacity	2,218	3,459	1,542	1,504	1,100	137%	1,650		1,650	150%
372720 Front Foot Cash	10,148	25,169	6,300	38,862	9,000	432%	13,000		13,000	144%
379999 Late Fee	12,776	12,008	11,075	3,091	5,100	61%	5,200		5,200	102%
379999 Late Fee Group:	28,427	43,521	22,337	46,617	18,150	257%	23,000	0	23,000	126%

CITY OF HERMANTOWN, MN
Revenue Budget Report -- MultiYear Actuals
For the Year: 2021

602 Sewer Enterprise Fund

Account	2017	2018	2019	Actuals 2020	Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
393100 Bond Issuance				10,335		0 ***%				0 0%
393100 Bond Issuance				10,335		0 ***%				0 0%
394000 Contributed Capital		299,017	1,124,668			0 0%				0 0%
394000 Contributed Capital		299,017	1,124,668			0 0%				0 0%
Fund:	1,482,755	1,824,639	2,755,597	1,003,488	1,532,728	65%	1,620,159	0	1,620,159	105%

602 Sewer Enterprise Fund

Account Object	Actuals			Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
	2017	2018	2019						
432550 Sewer Lift Stations									
305 Engineer Fees		12,994			0 ***				0 0%
308 Legal Fees		189			0 ***				0 0%
476 Lift Station Repairs Sewe		665			0 ***				0 0%
510 Land Acquisition		-25			0 ***				0 0%
590 Pumping Plant & Lift Stat		222,994			0 ***				0 0%
Account:		236,817			0 ***	0	0		0 0%
471000 Debt Service									
620 Fiscal Agent Fees		212			0 ***				0 0%
Account:		212			0 ***	0	0		0 0%
494500 Sewer Maintenance									
101 Full-Time Employees - Reg	92,326	96,561	82,540	47,443	114,180	42%	118,951	118,951	104%
102 Full-Time Employees - Ove	6,255	8,801	11,039	2,303	6,580	35%	9,118	9,118	139%
103 Part-Time Employees - Reg	506	392	201	138	0	***			0%
121 PERA Contributions - Coor	605	12,326	9,079	4,751	9,057	52%	9,605	9,605	106%
128 Social Security	6,146	6,228	5,767	3,746	7,487	50%	7,940	7,940	106%
129 Medicare	1,437	1,457	1,349	876	1,751	50%	1,857	1,857	106%
131 Health Insurance	37,157	44,092	79,671	29,049	50,772	57%	52,944	52,944	104%
132 Health Care Savings Plan/	271	296	75		0	0%			0 0%
133 Life Insurance	131	135	127	82	168	49%	168	168	100%
134 Disability Insurance	448	492	455	320	582	55%	603	603	104%
136 MSRS					104	0%	104	104	100%
151 Workers Compensation	1,347	3,699	3,353	4,716	4,194	112%	4,390	5,237	125%
201 Office Supplies	2,001	2,807	2,378	1,074	1,500	72%	1,500	1,500	100%
212 Motor Fuels	319	297	462	125	350	36%	350	350	100%
216 Uniforms	2,484	3,113	2,932	1,114	2,500	45%	2,500	2,500	100%
221 General Supplies	560	7,420	3,223	3,223	2,500	129%	2,500	2,500	100%
228 Utility System Maint Supp	7,179		11,008	11,593	18,000	64%	15,000	15,000	83%
229 Lift Station Maintenance			8,342		0	0%			0 0%
305 Engineer Fees			1,263		2,032	0 ***			0 0%
308 Legal Fees			205		25	0 ***			0 0%
310 Recording/Filing Fees									
314 Computer/Software Fees									
315 School & Conference	92	1,048	602	913	1,500	61%	3,750	3,750	****
317 Personnel Testing, Physic	136	439	109	109	450	24%	450	1,500	100%
319 Contracted Services	44,086	16,544	12,128	17,258	23,500	73%	23,500	23,500	100%
331 Travel Expense	324	122	428	161	500	32%	500	500	100%
351 Legal Notices Publishing			561		0	0%			0 0%
361 General Liability Insuran	1,863	2,615	3,523	2,635	3,171	83%	3,171	1,601	50%
385 Sewer Charges	512,447	518,495	539,350	398,045	528,586	75%	564,000	564,000	107%
403 Road Maintenance									
404 Equipment Maintenance	2,892	6,311	5,598	5,350	5,500	0%	5,000	5,000	100%
406 Vehicle Maintenance		223	1,095	5,444	2,500	218%	2,500	2,500	100%
413 Equipment Rental	3,250	11,390	7,781	36	6,500	0%	6,500	6,500	100%
417 Uniform Rental	195				350	10%	150	0	0%
451 Dues & Subscriptions	100	100	100		150	0%	150	150	100%

602 Sewer Enterprise Fund

Account Object	Actuals			Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
	2017	2018	2019						
460 Permits & Licenses		94	289	250	0%	250		250	100%
471 Water Line Repairs			64	0	***%			0	0%
475 Sewerline Repairs	225	13,481	2,544	15,000	78%	15,000		15,000	100%
476 Lift Station Repairs Sewe	12,967	23,065	12,759	15,000	20%	15,000		15,000	100%
477 I & I Maintenance		10,450	676	15,000	0%	15,000		15,000	100%
478 Sewer Cleaning	19,619	11,915	37,350	45,000	73%	45,000		45,000	100%
499 Miscellaneous			379	500	0%	500		500	100%
510 Land Acquisition			573	0	0%			0	0%
540 Office Equip/Furnishings	8,995	1,796	2,450	750	56%	750		750	100%
580 Other Equipment	24,272	304	17,632	2,500	68%	2,500		2,500	100%
590 Pumping Plant & Lift Stat	790,739	806,508	866,173	931,432	77%	978,612	-723	977,889	100%
Account:									105%
494900 Sewer Administration and General									
101 Full-Time Employees - Reg	61,361	61,017	56,420	70,748	44%	72,140		72,140	102%
102 Full-Time Employees - Ove	-468	318	272	490	47%	505		505	103%
111 SEVERANCE Pay - Vacation/			352	0	0%			0	0%
121 PERA Contributions - Coor	4,112	4,487	5,359	5,345	61%	5,448		5,448	102%
128 Social Security	3,347	3,631	3,508	4,418	59%	4,504		4,504	102%
129 Medicare	783	849	821	1,033	59%	1,053		1,053	102%
131 Health Insurance	11,987	11,779	12,773	24,625	45%	18,061		18,061	73%
132 Health Care Savings Plan/	44	47	134	0	0%			0	0%
133 Life Insurance	122	121	126	140	64%	140		140	100%
134 Disability Insurance	269	292	252	320	59%	323		323	101%
136 MSRS			122	182	73%	182		182	100%
151 Workers Compensation	55	66	88	92	104%	94		101	110%
202 Printing Supplies	433	1,104	257	400	83%	400		400	100%
209 Computer Equipment			234	0	***%			0	0%
301 Audit/Account Services	4,016	4,016	5,297	4,300	65%	4,500		4,500	105%
302 Assessors Fees	5	4		0	0%			0	0%
305 Engineer Fees	13,451			2,000	12%	1,000		1,000	50%
308 Legal Fees	1,269	60	271	1,000	6%	900		900	90%
314 Computer/Software Fees	1,209	1,125	2,662	1,400	190%	2,000		2,000	143%
315 School & Conference				50	0%	50		50	100%
319 Contracted Services	6,640	1,148	4,100	5,549	1%	300		300	5%
321 Telephone	1,632	2,005	2,446	1,740	95%	2,100		2,100	121%
322 Internet	176	168	421	165	328%	700		700	424%
323 Gopher One Call Locates	1,137	961	1,246	1,000	94%	950		950	95%
325 Postage	2,401	2,073	2,898	2,600	77%	2,580		2,580	99%
331 Travel Expense	684	817	813	881	64%	880		880	100%
351 Legal Notices Publishing		27	45	0	***%	100		100	***%
361 General Liability Insuran	4,284	1,366	1,585	1,360	240%	1,360	3,376	4,736	348%
381 Electricity	8,486	8,176	7,608	8,000	73%	8,000		8,000	100%
383 Heating Gas	1,241	1,680	2,001	2,400	37%	2,400		2,400	100%
405 Computer Maintenance	7,963	9,117	9,525	10,222	79%	14,963		14,963	146%
420 Depreciation Expenses	491,837	529,103	491,433	511,747	0%	556,747		556,747	109%
432 Bad Debts		598	407	0	***%			0	0%
451 Dues & Subscriptions			50	0	***%			0	0%

CITY OF HERMANTOWN, MN
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021

602 Sewer Enterprise Fund

Account Object	2017	2018	2019	2020	Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
460 Permits & Licenses				38		0 ***%			0	0%
720 Transfer Out	628,476	55,262	54,609	79,704	56,853	0%	67,944		67,944	120%
Account:		701,417	671,085		719,060	11%	770,324	3,383	773,707	108%
495000 Transfer Out	129,411	48,500	63,333		197,200	0%	99,125		99,125	50%
720 Transfer Out	129,411	48,500	63,333		197,200	0%	99,125	0	99,125	50%
Account:										
Fund:	1,548,626	1,556,425	1,600,591	1,029,694	1,847,692	56%	1,848,061	2,660	1,850,721	100%

Fund 603 – Storm Water Enterprise Fund

This fund accounts for the activity of managing and maintaining our storm water system. The City has a state permit under the MS4 (Municipal separate storm sewer system) which includes roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains. It is the City's responsibility under this permit to monitor and maintain these elements to insure that they are functioning properly and treating and capturing storm water. The Storm water Utility Fee provides funds for this system. The rates are set by the Utility Commission and voted by resolution or motion by the City Council.

Objectives

- Funds will be used to undertake new infrastructure improvements as well as to maintain the existing storm water system. In 2021 in addition to maintaining the existing storm water system the City plans on using storm water fees for the following.
 - Pay for storm water improvements while implementing the City's Road Improvement plan
- The Public Works Director is responsible for leading the maintenance of City owned storm water systems.
- The Community Development Director is responsible for the inspection of private systems and the coordination with property owners on the upkeep of their systems.

Budget Commentary

Transfers out are applied to debt payments in the debt service fund. The 2021 Transfers Out for debt total \$21,945.

Included in the Storm Water budget are transfers to the water fund for a % of the following equipment.

GPS R12 Unit - \$6,125

Also included in the Storm Water budget are the following capital items:

Lindahl Road Bridge = \$150,000

Old Hwy 2 and Lavaque Junction = \$149,935

Budget Detail

603 Storm Water Enterprise Fund

Account	Actuals		Current Budget 2020	% Rec. 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
	2017	2018						
322100 Building Permits								
322120 SWPP and Stormwater Mgmt								
			1,846	0 ***%				0 0%
Group:			1,846	0 ***%	0	0	0	0 0%
372700								
372750 Stormwater Fee			235,308	57%	438,804		438,804	107%
379999 Late Fee			2,251	225%	1,000		1,000	100%
Group:			237,559	58%	439,804	0	439,804	107%
393100 Bond Issuance								
393100 Bond Issuance			246,776	0 ***%				0 0%
Group:			246,776	0 ***%	0	0	0	0 0%
Fund:			486,181	118%	439,804	0	439,804	107%

603 Storm Water Enterprise Fund

Account Object	Actuals			Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
	2017	2018	2019						
441100 Storm Water									
101 Full-Time Employees - Reg	11,658	11,658	95,958	61,592	85%	63,588		63,588	103%
102 Full-Time Employees - Ove	189	189	5,679	2,057	78%	2,046		2,046	99%
111 Severance Pay - Vacation/			352	0	0%	0		0	0%
121 PERA Contributions - Coor	889	889	6,972	4,774	117%	4,923		4,923	103%
128 Social Security	705	705	5,629	3,946	113%	4,069		4,069	103%
129 Medicare	165	165	1,316	923	113%	952		952	103%
131 Health Insurance	3,926	3,926	57,787	22,068	129%	19,197		19,197	87%
132 Health Care Savings Plan/			184	0	0%	0		0	0%
133 Life Insurance	15	15	176	112	117%	112		112	100%
134 Disability Insurance	66	66	402	288	123%	297		297	103%
136. MSRS			104	130	86%	130		130	100%
151 Workers Compensation			309	618	179%	1,450	142	1,592	258%
202 Printing Supplies	720	720	1,105	0	0%	0		0	0%
221 General Supplies	236	236		0	0%	0		0	0%
302 Assessors Fees			50	0	0%	0		0	0%
305 Engineer Fees	42,387	42,387	19,346	6,000	305%	6,000		6,000	100%
308 Legal Fees	3,823	3,823	1,568	1,000	74%	1,000		1,000	100%
310 Recording/Filing Fees			138	500	37%	500		500	100%
314 Computer/Software Fees			828	0	***%	0		0	0%
319 Contracted Services	6,196	6,196	39,353	30,000	2%	30,000		30,000	100%
325 Postage	816	816	337	500	0%	500		500	100%
331 Travel Expense	4	4	769	300	173%	300		300	100%
351 Legal Notices Publishing	563	563	261	0	0%	0		0	0%
403 Road Maintenance	28,938	28,938		11,000	91%	11,000		11,000	100%
405 Computer Maintenance			3,723	3,000	57%	0		0	0%
413 Equipment Rental	1,001	1,001	1,716	10,000	180%	10,000		10,000	100%
451 Dues & Subscriptions	1,720	1,720	6,998	2,000	87%	2,000		2,000	100%
530 Improvements Other Than B			1,739	246,976	42%	370,226	-220,226	150,000	61%
550 Street Improvements			-4,178	0	0%	21,935	128,000	149,935	****%
720 Transfer Out				407,784	62%	572,170	-92,084	480,086	118%
Account:	104,017	104,017	245,800	407,784	62%	572,170	-92,084	480,086	118%
471000 Debt Service									
620 Fiscal Agent Fees				3,271	0 ***%	0		0	0%
Account:				3,271	0 ***%	0		0	0%
495000 Transfer Out									
720 Transfer Out				6,125	0 0%	6,125		6,125	****%
Account:				6,125	0 ***%	6,125		6,125	****%
Fund:	104,017	104,017	245,800	407,784	62%	578,295	-92,084	486,211	119%

Fund 605 - Street Lighting & Traffic Signalization Fund

Street Lighting fund was created to account for the activity of lighting and signalizing public streets. The City is responsible for the expenditures to maintain the traffic signals to control traffic flow at the following intersections: Cirrus Drive & Hwy 53, Ugstad & 53, Lavaque & 53, Arrowhead & 53, Mall Drive & 53, Haines Rd & Hermantown Road, Maple Grove & Loberg, and Maple Grove & Stebner. A monthly franchise fee is charged to electric power customers through MN Power to residents at a rate of \$2 per month.

Other revenue includes a portion of the gas franchise fees paid by gas customers of MN Energy Resources. Forty percent of the gas franchise fee goes to the General Fund while the remaining sixty percent is budgeted in the Street Lighting & Traffic Signalization Fund.

Also included in the franchise fees is Minnesota Power.

Budget Detail

Account	Actuals			Current Budget 2020	% Rec. Budget 2020	Prelim. Budget 21	Budget Change 21	Final Budget 21	% Old Budget 21
	2017	2018	2019						
605 Street Lighting & Traffic Signalization									
318100 Franchise Fees	131,779	133,388	135,326	68,669	52%	136,000		136,000	103%
318100 Franchise Fees	131,779	133,388	135,326	68,669	52%	136,000	0	136,000	103%
Group:									
362100 Investment Interest	4,848	5,005	6,635	-398	-10%	1,000		1,000	25%
362100 Investment Interest	22,000	22,000	22,000		0%	22,000		22,000	100%
362120 Interest - Interfund	-1,994	-1,753	4,111		0%	0		0	0%
362160 Gain (Loss) on Sale of									
Group:	24,854	25,252	32,746	-398	-2%	23,000	0	23,000	88%
362400 911 Signs									
362410 Insurance Recoveries				4,250	***%	0		0	0%
Group:				4,250	***%	0	0	0	0%
Fund:	156,633	158,640	168,072	72,521	46%	159,000	0	159,000	101%
Grand Total:	156,633	158,640	168,072	72,521		159,000	0	159,000	

CITY OF HERMANTOWN, MN
Expenditure Budget Report -- MultiYear Actuals
For the Year: 2021

Account	Objett	Actuals			Current Budget 2020	% Exp. 2020	Prelim. Budget 21	Budget Changes 21	Final Budget 21	% Old Budget 21
		2017	2018	2019						
605 Street Lighting & Traffic Signalization										
431150	Street Improvements									
227	Street Lights & Signs	7,481	8,380		0	0%				0%
305	Engineer Fees			355	0	***%				0%
413	Equipment Rental	7,790			7,800	0%				0%
420	Depreciation Expenses	3,216	1,049		3,210	0%				0%
	Account:	18,487	9,429		11,010	3%	0	0		0%
431160 Street Lighting										
227	Street Lights & Signs	5,127	5,569	73,781	5,000	0%	5,000	5,000	5,000	100%
381	Electricity	29,426	29,583	25,500	19,037	66%	28,000	28,000	28,000	97%
495	Property Damage Reimb. by				5,250	***%				0%
	Account:	34,553	35,152	99,281	24,287	72%	33,000	33,000	33,000	97%
495000 Transfer Out										
720	Transfer Out	37,000			0	0%				0%
	Account:	37,000			0	***%	0	0	0	0%
	Fund:	90,040	44,581	99,281	24,642	55%	33,000	33,000	33,000	74%
Grand Total:		90,040	44,581	99,281	24,642	44,885	33,000	0	33,000	

CITY OF HERMANTOWN
CITY COUNCIL CONTINUATION MEETING
October 19, 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; Kevin Orme, Director of Finance & Administration; Eric Johnson, Community Development Director; Joe Wicklund, Communications Manager; Jim Crace, Chief of Police; Paul Sens, Public Works Director; Steve Overom, City Attorney; David Bolf, City Engineer

ABSENT:

VISITORS: 22

ANNOUNCEMENTS

PUBLIC HEARING – 2020 Road Improvement District No. 531 & No. 532

NOTICE OF HEARING ON ASSESSMENTS FOR THE CONSTRUCTION OF 2020 ROAD IMPROVEMENT DISTRICT NO. 531 & No. 532

NOTICE IS HEREBY GIVEN that the City Council will meet at 6:30 p.m. on Monday, October 19, 2020 at the Governmental Services Building, 5105 Maple Grove Road, Hermantown, Minnesota to consider the proposed assessment for the construction of 2020 Road Improvement District No. 531 & No. 532 (“Project”).

The area proposed to be assessed for such improvements are the parcels of land determined by the City to be benefited by said improvements based on benefits received.

The proposed assessment roll is on file for public inspection at the office of the City Clerk in the Governmental Services Building, 5105 Maple Grove Road, Hermantown, Minnesota. The amount of the proposed assessment for the entire Project is \$1,131,000.00.

Written or oral objections by any property owner to the proposed assessment will be considered at the hearing. If a property owner at or prior to the hearing files a written objection to the assessment, the City Council shall consider such objection at an adjourned meeting upon such further notice to such objecting property owner as it deems advisable.

An owner may appeal an assessment to the District Court of St. Louis County pursuant to Minnesota Statutes, Section 429.081 by serving notice of the appeal upon the Mayor or Clerk of the City within thirty (30) days after the adoption of the assessment roll and filing such notice with the District Court within ten (10) days after service upon the Mayor or Clerk. No such appeal may be taken as to the amount of any assessment unless a written objection signed by the affected property owner is filed with the City Clerk prior to the assessment hearing or presented to the presiding officer at the assessment hearing.

Under Sections 435.193 to 435.195 of the Minnesota Statutes, the City Council may, in its discretion,

defer the payment of a special assessment for any homestead property owned by a person sixty-five (65) years of age or older or a person who is retired due to permanent disability or a person in the military ordered into active military service for whom it would be a hardship to make the payments.

When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts accumulated plus applicable interest become due.

Any assessed property owner meeting the requirements of such law and City of Hermantown Resolution No. 2010-99 may, on a form obtained from the City Clerk, apply for such deferral of payment of a special assessment.

The Public Hearing held Monday, October 19, 2020 regarding the 2020 Road Improvement District No. 531 & No. 532 has been recorded, however, has not been transcribed. The following residents spoke about their concerns regarding the 2020 Road Improvement District. The main issues were driveway aprons, ditching, speeding, widening the corner and fire hydrant access.

Ken Danielson, 3799 Alexander Rd.
Mark Strom, 4834 Hermantown Rd.
Todd Jacobson, 3751 Alexander Rd.
Tony Marino, 3760 Johnson Rd.
Jim Samberg, 3789 Johnson Rd.
Steve Elliot, 4881 Hermantown Rd.
Jason Christoff, 3760 Alexander Rd.
James Ellis, 3722 Johnson Rd.
Marilyn Elliot, 4881 Hermantown Rd.
Joe Pike, 3729 Johnson Rd.
Angie Lessard, 3770 Alexander Rd.
Dawn Lapointe, 4731 Portland Rd.

Public Hearing closed at 7:44 p.m.

COMMUNICATIONS

Communications 20-160 through and including 20-165 were read and placed on file.

Communication 20-165 from Luke & Hannah Borchardt to City Officials regarding Objection of Special Assessment – 2020 Road Improvement District No. 531 & No. 532

PRESENTATIONS

PUBLIC DISCUSSION

CONSENT AGENDA

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

- A. Approve October 5, 2020 City Council Minutes

- B. Approve general city warrants from October 1, 2020 through October 15, 2020 in the amount of \$512,431.37

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

MOTIONS

Motion made by Councilor Geissler, seconded by Councilor Peterson to appoint Howard Jacobson to the Utility Commission. Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

ORDINANCES

RESOLUTIONS

2020-141 Resolution Directing Preparation Of Assessment Roll For Delinquent Water And Sewer Use, Hook-up, Permit And Availability Charges, Water And Sewer Contract Payments And Stormwater Charges And Directing Notice Of Such Assessments Be Given

Motion made by Councilor Peterson, seconded by Councilor Nelson to adopt Resolution 2020-141, Resolution Directing Preparation Of Assessment Roll For Delinquent Water And Sewer Use, Hook-up, Permit And Availability Charges, Water And Sewer Contract Payments And Stormwater Charges And Directing Notice Of Such Assessments Be Given. Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

2020-142 Resolution Awarding Contract For 2021 John Deere 624L High Lift Loader In The Amount Of \$109,329.00 And 2021 John Deere 772GP All Wheel Drive Motor Grader In The Amount Of \$332,355.00 To McCoy Construction & Forestry

Motion made by Councilor Geissler, seconded by Councilor Nelson to adopt Resolution 2020-142, Resolution Awarding Contract For 2021 John Deere 624L High Lift Loader In The Amount Of \$109,329.00 And 2021 John Deere 772GP All Wheel Drive Motor Grader In The Amount Of \$332,355.00 To McCoy Construction & Forestry. Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

Motion made by Councilor Peterson, seconded by Councilor Nelson to recess the meeting at 7:53 p.m. to Motion carried.

Mayor

ATTEST:

Clerk

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



DATE: October 28, 2020 **Meeting Date:** 11/2/20
SUBJECT: Ordinance - Section 270 - Fee Schedule **Agenda Item: 5-A** **Ordinance 2020-07**

REQUESTED ACTION
First Reading of the Ordinance for the 2021 Fee Schedule

BACKGROUND

Each year, the department heads are asked to review the Fee Schedule. The following are all the changes to the Fee Schedule beginning January 1, 2021.

Utility Department:

Water Rates:	<u>2020</u>	<u>2021</u>
-Residential Tier 1	\$7.84	\$8.15
-Residential Tier 2	\$9.02	\$9.38
-Residential Tier 3	\$9.92	\$10.32
-Multi Family Tier 1	\$9.02	\$9.38
-Multi Family Tier 2	\$9.02	\$9.38
-Multi Family Tier 3	\$9.02	\$9.38
-Commercial Tier 1	\$8.11	\$8.43
-Commercial Tier 2	\$8.53	\$8.87
-Commercial Tier 3	\$9.37	\$9.74
-Irrigation Tier 1, 2 and 3	\$9.92	\$10.32

Service charges – billed monthly:

-5/8” to 1” meter	\$8.65	\$9.00
-1 ¼ “ meter	\$12.98	\$13.50
-1 ½” meter	\$12.98	\$13.50
-2” meter	\$32.45	\$33.75
-3” meter	\$37.86	\$39.37
-4” meter	\$48.67	\$50.62
-5” meter	\$70.30	\$73.11

Sewer Rates:

-Residential, Multi Family, Commercial Tier 1	\$9.90	\$10.15
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-Flat Rate Tier 2	\$24.75	\$25.37
-Flat Rate Tier 3	\$44.55	\$45.66
Monthly & Minimum Service Charge	\$3.16	\$3.24

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

Ordinance No. 2020-07

The City Council of the City of Hermantown does ordain:

**AN ORDINANCE AMENDING HERMANTOWN CODE OF ORDINANCES SECTION 270 -
FEE SCHEDULE**

Section 1. Amendment of Section 270 - Fee Schedule. Section 270 is hereby amended as follows:

See attached Exhibit A.

The terms and provisions of Section 270 remain in full force and effect except as modified as shown on Exhibit A.

Section 2. Nexus. Pursuant to Minnesota Statutes § 462.353, Subd.4 (2008), as it may be amended from time to time, the City has determined that there is a nexus between the fees and the City's costs and purposes based upon the City's actual costs in providing the services described above. The City's actual costs include employee time for investigative services as well as administrative costs and expenses.

Section 3. Added to Code. The terms and provisions of this ordinance shall be added in the appropriate place in Title 2 of the Hermantown City Code after adoption and becoming effective.

Section 4. Effective Date. The provisions of this Ordinance shall be effective after adoption immediately upon publication once in the official newspaper of the City of Hermantown.

Dated:

Mayor

Attest:

City Clerk

Adopted:

Published:

Effective Date:

UTILITIES DEPARTMENT (WATER/SEWER)

Administrative fee in delinquent utility property tax certification	\$50	
Administrative fee in delinquent utility property tax Certification – 2 nd and ongoing years	\$75	
Assessment Construction Project Admin. Fee	3.5%	
City Contracts up to 10 yrs	8.0%	
Customers without radio read meters (monthly)	\$25	
Excavating Contractor's License	\$175	
- Permit	\$25	
Excavating Permit for Private Person	\$25	
Fats, Oil, Grease (FOG Program)		
Sewer Service Surcharge	\$50	Monthly
Late Payment Fee (penalty on current balance due)	10%	
Return Check Fee	\$30	
Unpolluted Water Surcharge (monthly)	\$100	
Water Filling Station (per 1008 gallons)	\$14	
<u>Water Rates: (per 1,000 gallons)</u>		
Residential Tier 1 (up to 2,500 gallons)	\$8.15	
Residential Tier 2 (between 2,501-4,500 gallons)	\$9.38	
Residential Tier 3 (over 4,501 gallons)	\$10.32	
<u>Multi Family</u>		
Multi-Family Tier 1 (all usage)	\$9.38	
Multi-Family Tier 2 (all usage)	\$9.38	
Multi-Family Tier 3 (all usage)	\$9.38	
<u>Commercial</u>		
Tier 1 (up to 20,000 gallons)	\$8.43	
Tier 2 (between 20,001-50,000 gallons)	\$8.87	
Tier 3 (over 50,001 gallons)	\$9.74	
<u>Irrigation</u>		
Tier 1 (all usage)	\$10.32	
Tier 1 (all usage)	\$10.32	
Tier 3 (all usage)	\$10.32	
Water testing fee - August annual bill	\$9.72	
Service charges - billed monthly		
5/8" to 1" meter	\$9.00	
1 1/4" meter	\$13.50	
1 1/2" meter	\$13.50	
2" meter	\$33.75	
3" meter	\$39.37	
4" meter	\$50.62	
6" meter	\$73.11	
On/Off Fees		

Snowbirds	\$15
Reconnection for delinquent accounts	\$50
Water Hookups	
Residential (includes duplex)	\$800
Commercial	\$1,300
<u>Sewer Rates: (per 1,000 gallons)</u>	
Residential Tier 1 (all usage)	\$10.15
Multi-Family Tier 1 (all usage)	\$10.15
Commercial Tier 1 (all usage)	\$10.15
Flat Rate Tier 2 – Residential Average (2,500 gallons)	\$25.37
Flat Rate Tier 3 – Commercial Average (4,500 gallons)	\$45.66
Service charge - monthly	\$3.24
Minimum sewer charges	
Service charge	\$3.24
Sewer Hookup	
Residential (includes duplex)	\$800
Permit	\$85
Commercial	\$2,000
Permit plus \$50 per toilet - max 50 toilets	\$50
Capacity Availability Fee For Single Family (contact WLSSD for fee determination of commercial buildings)	\$940
Call for Water & Sewer Availability Charges	

Stormwater Rates:

Equivalent Rate Unit (ERU) \$7.00/ERU

Resolution No. 2020-143

**RESOLUTION ADOPTING ASSESSMENT ROLL FOR 2020 ROAD IMPROVEMENT
DISTRICT NO. 531 & NO. 532**

WHEREAS, pursuant to proper notice duly given as required by law, the City Council held a hearing on the proposed assessment roll on October 19, 2020 at 6:30 p.m. for the construction of 2020 Road Improvement District No. 531 & No. 532 (“Project”); and

WHEREAS, the City Council, having received and considered all of the evidence presented to it at the assessment hearing, and upon the entire City file in this matter, hereby makes the following:

FINDINGS OF FACT

1. Due and proper notice of the assessment hearings was given to the landowners and other parties affected by the assessment.
2. The methodology following by the City in determining the amount to be assessed against the affected properties was and is fair, equitable and reasonable.
3. The amount assessed against the affected properties was and is based upon benefits received by the various properties and the amount assessed against any particular parcel of property does not exceed the benefits received by such parcel of property. On the basis of the foregoing Findings of Fact, which are hereby adopted, the City Council of the City of Hermantown is hereby resolved as follows:
 1. The final assessment roll attached hereto as Exhibit A is hereby adopted and shall constitute the special assessment against each piece and parcel of property named therein.
 2. Such assessment shall be payable as follows:
 - 2.1. The assessments listed on the assessment roll attached hereto as Exhibit A shall be payable in equal annual installments, including principal and interest, extending over a period of fifteen (15) years, with interest at the rate of 4% per annum, from and after December 31, 2020 in an amount annually required to pay the principal over such period at such interest rate. The first of such installments is to be paid with the general taxes for the year 2020, collectible with such taxes during the year 2021.
 - 2.2. The owner of any property so assessed may, at any time, prior to December 31, 2020 pay the whole of the assessment against such property without interest to the City of Hermantown and thereafter at any time prior to November 15 of any year, prepay to the City of Hermantown the whole of the principal amount of the assessment remaining due, provided that no such prepayment shall be accepted without payment of (i) all installments, including interest and principal due to and including December 31 of the year of prepayment, and (ii) the original principal amount reduced only by the amount of principal included in such installment computed on an annual amortization basis. Partial prepayments of assessment have not been authorized by ordinance of the City of Hermantown.

4. The City Clerk shall file the assessment roll pertaining to this assessment in her office and shall certify in its entirety to the St. Louis County Auditor on or before November 30, 2020 the total amount due.
5. The City Clerk shall mail a notice of the adoption of the assessment roll to the owners of each piece and parcel of property affected by this assessment. Such notice shall be in substantially the form of the one attached as Exhibit B.

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 November 2, 2020.

EXHIBIT A

FINAL ASSESSMENT ROLL

EXHIBIT B

NOTICE OF FINAL ASSESSMENT

Hermantown, Minnesota
_____, 2020

TO:

This is to notify you that the final assessment for the construction of 2020 Road Improvement District No. 531 & No. 532 was adopted by the City Council of the City of Hermantown on November 2, 2020 pursuant to Minnesota Statutes, Chapter 429. The final assessment is on file for inspection in the office of the City Clerk.

As a result of the adoption of the assessment roll, the assessment against the property owned/occupied/leased by you which has been assigned CVT-Plat-Parcel Number _____, is \$_____. Such assessment will be payable, together with interest at the rate of 4% per annum with real estate taxes during the years 2021 – 2035 inclusive payable in the years 2021 – 2035 inclusive. Such assessment may be prepaid in full without interest, if payment is received by the City prior to December 31, 2020 and thereafter the assessment may be prepaid at any time prior to November 15 of any year if such prepayment includes (i) all installments, including interest and principal due to an including December 31 of the year of prepayment and (ii) the original principal amount reduced only by the amount of principal included in such installments computed on an annual amortization basis. Partial prepayments of the assessment have not been authorized by ordinance of the City of Hermantown.

An owner who filed a written objection with the City Clerk at or before the assessment hearing, or an owner that had reasonable cause for failing to file a written objection at or before the assessment hearing may appeal the assessment against his or her property to the District Court pursuant to Minnesota Statutes, Section 429.081, by serving notice of the appeal upon the Mayor or City Clerk within thirty (30) days after the adoption of the assessment and filing such notice with the Clerk of District Court within ten (10) days after its service upon the Mayor or City Clerk.

Under 435.193 to 435.195 of the Minnesota Statutes and Hermantown Resolution No. 2010-99 the City Council may, in its discretion, defer the payment of a special assessment for any homestead property owned by a person sixty-five (65) years of age or older or a person who is retired due to permanent disability or who is a member of the military service called to active duty for whom it would be a hardship to make the payments. When deferment of the special assessment has been granted and is terminated for any reason provided in that law, all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirements of such law and City of Hermantown Resolution No. 2010-99, may, on a form obtained from the City Clerk, apply for such deferral of payment of a special assessment.

Payments of the amount assessed may be made by check or credit card. If a credit card is used, a credit card service fee of three percent (3%) of the amount paid will be added to the amount paid on the assessment.

CITY OF HERMANTOWN

By _____
Its City Clerk

2020 Road Improvement District No. 531 & No 532 Hardship Deferrals (Interest Only)

<u>Parcel ID</u>	<u>Amount</u>	<u># of Years</u>	<u>Project Code</u>	<u>SID No.</u>
395-0220-00430	\$ 226.93	15	39572	531A
395-0110-00590	\$ 226.93	15	39572	531A
395-0220-00330	\$ 226.93	15	39572	531A
395-0010-07595	\$ 226.93	15	39572	531A
Total:	\$ 907.72			

2020 Road Improvement District No. 531 & No. 532

<u>Parcel ID</u>	<u>Amount</u>	<u>Interest Rate</u>	<u># of Years</u>	<u>Project Code</u>	<u>Annual Amount</u>	<u>SID No.</u>
395-0010-07092	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0010-07593	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0010-07594	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0010-07591	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0010-07597	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0010-07596	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0110-00370	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0110-00500	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0110-00530	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0110-00550	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0110-00560	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0110-00570	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0195-00020	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0195-00050	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0195-00080	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0195-00100	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0195-00060	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0220-00560	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0220-00610	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0195-00010	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0195-00030	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0195-00090	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0220-00580	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0195-00070	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0220-00510	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0220-00545	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0220-00530	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0220-00590	\$ 9,750.00	4.00	15	39572	876.93	531A
395-0110-00200	\$ 9,750.00	4.00	15	39572	876.93	531A

395-0110-00180	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00181	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00010	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00320	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00480	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00250	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00440	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00205	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00240	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00420	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00460	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00470	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00220	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00260	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00275	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00070	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00290	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00310	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00400	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00410	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00450	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00190	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00380	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00400	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00220	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00240	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00280	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00360	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00200	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00210	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00250	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00270	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00290	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00310	\$	9,750.00	4.00	15	39572	876.93	531A

395-0220-00350	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00180	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00420	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00440	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00465	\$	9,750.00	4.00	15	39572	876.93	531A
395-0110-00325	\$	9,750.00	4.00	15	39572	876.93	531A
395-0010-07220	\$	9,750.00	4.00	15	39572	876.93	531A
395-0010-07180	\$	9,750.00	4.00	15	39572	876.93	531A
395-0010-07230	\$	9,750.00	4.00	15	39572	876.93	531A
395-0010-07190	\$	9,750.00	4.00	15	39572	876.93	531A
395-0010-07210	\$	9,750.00	4.00	15	39572	876.93	531A
395-0082-00060	\$	9,750.00	4.00	15	39572	876.93	531A
395-0082-00030	\$	9,750.00	4.00	15	39572	876.93	531A
395-0082-00040	\$	9,750.00	4.00	15	39572	876.93	531A
395-0082-00050	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00170	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00460	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00480	\$	9,750.00	4.00	15	39572	876.93	531A
395-0220-00160	\$	9,750.00	4.00	15	39572	876.93	531A
395-0010-07306	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07350	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07356	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07370	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07400	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07410	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07420	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07302	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07308	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07460	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07490	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07305	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07371	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07382	\$	9,750.00	4.00	15	39573	876.93	532A

395-0010-07440	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07500	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07380	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07430	\$	9,750.00	4.00	15	39573	876.93	532A
395-0010-07470	\$	9,750.00	4.00	15	39573	876.93	532A
TOTAL	\$	984,750.00					

Resolution No. 2020-144

**RESOLUTION APPROVING APPLICATION OF ASSESSMENT ROLL
NUMBER 531A-68 FOR DEFERRAL OF ASSESSMENT AGAINST THE
PROPERTY FOR THE CONSTRUCTION OF 2020 ROAD IMPROVEMENT
DISTRICT NO. 531 & NO. 532 ("HARDSHIP DEFERRAL")**

WHEREAS, the owner of Assessment Roll Number 531A-68 ("Owner") owns property in the City of Hermantown at 3785 Alexander Road ("Owner's Property"), which property has been assigned CVT-Plat-Parcel Number 395-0220-00430; and

WHEREAS, the Owner's Property has been assessed the sum of \$9,750.00 for the construction of 2020 Road Improvement District No. 531 & No. 532; and

WHEREAS, Owner, pursuant to Hermantown Resolution No. 2010-99 with reference to Minnesota Statutes Section 435.193, et. seq. and Sections 2 and 3 of Chapter 585 of the Laws of 1984, applied for the deferral of the payments on such assessment; and

WHEREAS, the City Council has fully considered this matter and hereby makes the following:

FINDINGS OF FACT

1. Owner properly applied for a deferral of the payments on the assessment in accordance with Hermantown Resolution No. 2010-99 and Minnesota Statutes Section 435.193 et. seq.
2. The Owner's Property is the homestead of Owner.
3. Owner is:
 - 3.1. _____ over the age of sixty-five (65);
 - 3.2. _____ **X** _____ retired by the virtue of a permanent or total disability; or
 - 3.3. _____ a member of the military service in active duty.
4. Owner occupies the property as Owner(s) principal residence.
5. The average annual payment from all assessments levied against Owner's property exceeds (i) two percent (2%) of the adjusted gross income of Owner.

NOW, THEREFORE, on the basis of the foregoing Findings of Fact, which are hereby adopted and the authority granted by Minnesota Statutes Section 435.193 and Hermantown Resolution No. 2010-99, the City Council of the City of Hermantown is hereby resolved as follows:

1. The annual payment of the assessment against the Owner's Property in excess of Two Hundred Twenty Six and 93/100 Dollars (\$226.93) is hereby deferred. That portion of the annual assessment in the amount of Two Hundred Twenty Six and 93/100 Dollars (\$226.93) remains payable with the real estate taxes against the property beginning with the taxes due and payable in 2021. This amount that will be applied to interest as specified in Resolution 2010-99.

2. The assessment levied against the Owner's Property, shall bear interest at the rate set forth in Resolution No. 2020-143, "Resolution Adopting Assessment Roll For The Construction Of 2020 Road Improvement District No. 531 & No. 532" ("Assessment Resolution") during the term of the deferral.

3. The interest on the assessment will be averaged over the term of the assessment as specified in Resolution No. 2010-99.

4. The deferral of the payment of the portion of the assessment that is deferred by operation of this Resolution shall terminate and all payments that were deferred on such property shall be due and payable immediately upon the occurrence of any of the following events:

4.1. The death of Owner(s).

4.2. The sale, transfer or subdivision of such parcel of property or any part thereof.

4.3. The loss of the homestead status of such parcel of property for any reason.

4.4. If, for any reason, the City Council determines that there would be no hardship on owners to require immediate or partial payments of the Deferred Assessment against such parcel of property.

4.5. December 31, 2035.

5. Following the termination of the deferral, all payments on the assessment that were not deferred by this resolution shall be paid in the manner set forth in the Assessment Resolution.

6. The City Clerk shall file with the County Recorder and/or Registrar of Titles and County Auditor an appropriate Certificate with respect to the deferral of the payment on such assessment and shall provide written notice to Owner of the action of the City Council on his application and the terms and provisions applicable to the approved deferral.

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:

Councilor

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted November 2, 2020.

Resolution No. 2020-145

**RESOLUTION APPROVING APPLICATION OF ASSESSMENT ROLL
NUMBER 531A-13 FOR DEFERRAL OF ASSESSMENT AGAINST THE
PROPERTY FOR THE CONSTRUCTION OF 2020 ROAD IMPROVEMENT
DISTRICT NO. 531 & NO. 532 ("HARDSHIP DEFERRAL")**

WHEREAS, the owner of Assessment Roll Number 531A-13 ("Owner") owns property in the City of Hermantown at 3718 Johnson Road ("Owner's Property"), which property has been assigned CVT-Plat-Parcel Number 395-0110-00590; and

WHEREAS, the Owner's Property has been assessed the sum of \$9,750.00 for the construction of 2020 Road Improvement District No. 531 & No. 532; and

WHEREAS, Owner, pursuant to Hermantown Resolution No. 2010-99 with reference to Minnesota Statutes Section 435.193, et. seq. and Sections 2 and 3 of Chapter 585 of the Laws of 1984, applied for the deferral of the payments on such assessment; and

WHEREAS, the City Council has fully considered this matter and hereby makes the following:

FINDINGS OF FACT

1. Owner properly applied for a deferral of the payments on the assessment in accordance with Hermantown Resolution No. 2010-99 and Minnesota Statutes Section 435.193 et. seq.
2. The Owner's Property is the homestead of Owner.
3. Owner is:
 - 3.1. _____ _____ over the age of sixty-five (65);
 - 3.2. _____ retired by the virtue of a permanent or total disability; or
 - 3.3. _____ a member of the military service in active duty.
4. Owner occupies the property as Owner(s) principal residence.
5. The average annual payment from all assessments levied against Owner's property exceeds (i) two percent (2%) of the adjusted gross income of Owner.

NOW, THEREFORE, on the basis of the foregoing Findings of Fact, which are hereby adopted and the authority granted by Minnesota Statutes Section 435.193 and Hermantown Resolution No. 2010-99, the City Council of the City of Hermantown is hereby resolved as follows:

1. The annual payment of the assessment against the Owner's Property in excess of Two Hundred Twenty Six and 93/100 Dollars (\$226.93) is hereby deferred. That portion of the annual assessment in the amount of Two Hundred Twenty Six and 93/100 Dollars (\$226.93) remains payable with the real estate taxes against the property beginning with the taxes due and payable in 2021. This amount that will be applied to interest as specified in Resolution 2010-99.

2. The assessment levied against the Owner's Property, shall bear interest at the rate set forth in Resolution No. 2020-143, "Resolution Adopting Assessment Roll For The Construction Of 2020 Road Improvement District No. 531 & No. 532" ("Assessment Resolution") during the term of the deferral.

3. The interest on the assessment will be averaged over the term of the assessment as specified in Resolution No. 2010-99.

4. The deferral of the payment of the portion of the assessment that is deferred by operation of this Resolution shall terminate and all payments that were deferred on such property shall be due and payable immediately upon the occurrence of any of the following events:

4.1. The death of Owner(s).

4.2. The sale, transfer or subdivision of such parcel of property or any part thereof.

4.3. The loss of the homestead status of such parcel of property for any reason.

4.4. If, for any reason, the City Council determines that there would be no hardship on owners to require immediate or partial payments of the Deferred Assessment against such parcel of property.

4.5. December 31, 2035.

5. Following the termination of the deferral, all payments on the assessment that were not deferred by this resolution shall be paid in the manner set forth in the Assessment Resolution.

6. The City Clerk shall file with the County Recorder and/or Registrar of Titles and County Auditor an appropriate Certificate with respect to the deferral of the payment on such assessment and shall provide written notice to Owner of the action of the City Council on his application and the terms and provisions applicable to the approved deferral.

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:

Councilor

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted November 2, 2020.

Resolution No. 2020-146

**RESOLUTION APPROVING APPLICATION OF ASSESSMENT ROLL
NUMBER 531A-70 FOR DEFERRAL OF ASSESSMENT AGAINST THE
PROPERTY FOR THE CONSTRUCTION OF 2020 ROAD IMPROVEMENT
DISTRICT NO. 531 & NO. 532 ("HARDSHIP DEFERRAL")**

WHEREAS, the owner of Assessment Roll Number 531A-70 ("Owner") owns property in the City of Hermantown at 3753 Alexander Road ("Owner's Property"), which property has been assigned CVT-Plat-Parcel Number 395-0220-00330; and

WHEREAS, the Owner's Property has been assessed the sum of \$9,750.00 for the construction of 2020 Road Improvement District No. 531 & No. 532; and

WHEREAS, Owner, pursuant to Hermantown Resolution No. 2010-99 with reference to Minnesota Statutes Section 435.193, et. seq. and Sections 2 and 3 of Chapter 585 of the Laws of 1984, applied for the deferral of the payments on such assessment; and

WHEREAS, the City Council has fully considered this matter and hereby makes the following:

FINDINGS OF FACT

1. Owner properly applied for a deferral of the payments on the assessment in accordance with Hermantown Resolution No. 2010-99 and Minnesota Statutes Section 435.193 et. seq.
2. The Owner's Property is the homestead of Owner.
3. Owner is:
 - 3.1. _____ _____ over the age of sixty-five (65);
 - 3.2. _____ _____ retired by the virtue of a permanent or total disability; or
 - 3.3. _____ a member of the military service in active duty.
4. Owner occupies the property as Owner(s) principal residence.
5. The average annual payment from all assessments levied against Owner's property exceeds (i) two percent (2%) of the adjusted gross income of Owner.

NOW, THEREFORE, on the basis of the foregoing Findings of Fact, which are hereby adopted and the authority granted by Minnesota Statutes Section 435.193 and Hermantown Resolution No. 2010-99, the City Council of the City of Hermantown is hereby resolved as follows:

1. The annual payment of the assessment against the Owner's Property in excess of Two Hundred Twenty Six and 93/100 Dollars (\$226.93) is hereby deferred. That portion of the annual assessment in the amount of Two Hundred Twenty Six and 93/100 Dollars (\$226.93) remains payable with the real estate taxes against the property beginning with the taxes due and payable in 2021. This amount that will be applied to interest as specified in Resolution 2010-99.

2. The assessment levied against the Owner's Property, shall bear interest at the rate set forth in Resolution No. 2020-143, "Resolution Adopting Assessment Roll For The Construction Of 2020 Road Improvement District No. 531 & No. 532" ("Assessment Resolution") during the term of the deferral.

3. The interest on the assessment will be averaged over the term of the assessment as specified in Resolution No. 2010-99.

4. The deferral of the payment of the portion of the assessment that is deferred by operation of this Resolution shall terminate and all payments that were deferred on such property shall be due and payable immediately upon the occurrence of any of the following events:

4.1. The death of Owner(s).

4.2. The sale, transfer or subdivision of such parcel of property or any part thereof.

4.3. The loss of the homestead status of such parcel of property for any reason.

4.4. If, for any reason, the City Council determines that there would be no hardship on owners to require immediate or partial payments of the Deferred Assessment against such parcel of property.

4.5. December 31, 2035.

5. Following the termination of the deferral, all payments on the assessment that were not deferred by this resolution shall be paid in the manner set forth in the Assessment Resolution.

6. The City Clerk shall file with the County Recorder and/or Registrar of Titles and County Auditor an appropriate Certificate with respect to the deferral of the payment on such assessment and shall provide written notice to Owner of the action of the City Council on his application and the terms and provisions applicable to the approved deferral.

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:

Councilor

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted November 2, 2020.

Resolution No. 2020-147

**RESOLUTION APPROVING APPLICATION OF ASSESSMENT ROLL
NUMBER 531A-8 FOR DEFERRAL OF ASSESSMENT AGAINST THE
PROPERTY FOR THE CONSTRUCTION OF 2020 ROAD IMPROVEMENT
DISTRICT NO. 531 & NO. 532 ("HARDSHIP DEFERRAL")**

WHEREAS, the owner of Assessment Roll Number 531A-8 ("Owner") owns property in the City of Hermantown at 3721 Johnson Road ("Owner's Property"), which property has been assigned CVT-Plat-Parcel Number 395-0010-07595; and

WHEREAS, the Owner's Property has been assessed the sum of \$9,750.00 for the construction of 2020 Road Improvement District No. 531 & No. 532; and

WHEREAS, Owner, pursuant to Hermantown Resolution No. 2010-99 with reference to Minnesota Statutes Section 435.193, et. seq. and Sections 2 and 3 of Chapter 585 of the Laws of 1984, applied for the deferral of the payments on such assessment; and

WHEREAS, the City Council has fully considered this matter and hereby makes the following:

FINDINGS OF FACT

1. Owner properly applied for a deferral of the payments on the assessment in accordance with Hermantown Resolution No. 2010-99 and Minnesota Statutes Section 435.193 et. seq.
2. The Owner's Property is the homestead of Owner.
3. Owner is:
 - 3.1. _____ _____ over the age of sixty-five (65);
 - 3.2. _____ retired by the virtue of a permanent or total disability; or
 - 3.3. _____ a member of the military service in active duty.
4. Owner occupies the property as Owner(s) principal residence.
5. The average annual payment from all assessments levied against Owner's property exceeds (i) two percent (2%) of the adjusted gross income of Owner.

NOW, THEREFORE, on the basis of the foregoing Findings of Fact, which are hereby adopted and the authority granted by Minnesota Statutes Section 435.193 and Hermantown Resolution No. 2010-99, the City Council of the City of Hermantown is hereby resolved as follows:

1. The annual payment of the assessment against the Owner's Property in excess of Two Hundred Twenty Six and 93/100 Dollars (\$226.93) is hereby deferred. That portion of the annual assessment in the amount of Two Hundred Twenty Six and 93/100 Dollars (\$226.93) remains payable with the real estate taxes against the property beginning with the taxes due and payable in 2021. This amount that will be applied to interest as specified in Resolution 2010-99.

2. The assessment levied against the Owner's Property, shall bear interest at the rate set forth in Resolution No. 2020-143, "Resolution Adopting Assessment Roll For The Construction Of 2020 Road Improvement District No. 531 & No. 532" ("Assessment Resolution") during the term of the deferral.

3. The interest on the assessment will be averaged over the term of the assessment as specified in Resolution No. 2010-99.

4. The deferral of the payment of the portion of the assessment that is deferred by operation of this Resolution shall terminate and all payments that were deferred on such property shall be due and payable immediately upon the occurrence of any of the following events:

4.1. The death of Owner(s).

4.2. The sale, transfer or subdivision of such parcel of property or any part thereof.

4.3. The loss of the homestead status of such parcel of property for any reason.

4.4. If, for any reason, the City Council determines that there would be no hardship on owners to require immediate or partial payments of the Deferred Assessment against such parcel of property.

4.5. December 31, 2035.

5. Following the termination of the deferral, all payments on the assessment that were not deferred by this resolution shall be paid in the manner set forth in the Assessment Resolution.

6. The City Clerk shall file with the County Recorder and/or Registrar of Titles and County Auditor an appropriate Certificate with respect to the deferral of the payment on such assessment and shall provide written notice to Owner of the action of the City Council on his application and the terms and provisions applicable to the approved deferral.

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:

Councilor

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted November 2, 2020.

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



DATE: October 23, 2020 **Meeting Date:** 11/2/20
SUBJECT: Engwalls Final Planned Unit Development (PUD) **Agenda Item: 12-F** **Resolution 2020-148**

REQUESTED ACTION

Approval of a Final Planned Unit Development (PUD) to construct 26 single family units/lots on 8.7 acres. The property is located in an R-3 zoning district.

SITE INFORMATION:

Parcel Size: 8.7 acres
Legal Access: 4747 Hermantown Road
Wetlands: Yes, previously delineated and approved by TEP
Existing Zoning: R-3, Residential
Airport Overlay: None
Shoreland Overlay: Natural Environment
Comprehensive Plan: Suburban

Project Background:

The applicant and property owner have been actively marketing this property since 2015.

A public hearing for the Preliminary PUD was held on April 23, 2019 and May 21, 2019. Between the two meetings there were approximately 50 residents present who lived in the vicinity of the project. There was general concern as to the density of the project, it's location adjacent to single family housing, concerns about the traffic conditions along Anderson Road and that the project differed greatly from the standard ½ acre minimum lot size in Hermantown. The Preliminary PUD was approved unanimously by the City Council in May 2019.

A public hearing for the Final PUD was held on October 20, 2020. There were approximately 10 residents in attendance. There were concerns about the traffic conditions along Anderson Road, the ability of the City to permit smaller lot sizes than the R-3 zoning standard and relationship of the project to surrounding single family homes. The Final PUD was recommended unanimously by the Planning and Zoning Commission to be forwarded to the City Council.

Development Details:

The proposed homes in the PUD will be one and a half to two story structures with detached one or two stall garages. The envisioned style is represented in the attachments with units having a minimum of 1,500 square feet of living space. The homes will front onto common green space with landscaping and sidewalks. Each common green is proposed to be 50 feet in width and varying in length from 170 to 220 feet in length. In addition, the Munger Trail Spur connection is currently under construction along the eastern portion of the property with a sidewalk

connection from the common green area. The developer is proposing that there be design covenants associated with the development.

The rear yard garages will front onto a private 24 foot wide alley. The applicant is proposing a 2 foot minimum setback from the paved surface as a driveway apron into each garage. In addition to the garages, the applicant is proposing 12 off street parking spaces within the development.

The developer will be able to connect into the future city sewer and water mains are currently under construction. These mains run within the 60' permanent easement that lies beneath the proposed road right of way. Lateral lines will be extended down each alley to provide connections into each individual home. The City will require that these lateral lines are owned and maintained by the City and will have an overlying easement associated with them.

The development will require a 50' building setback variance from the adjacent Natural Environment Shoreland Overlay associated with Keene Creek. In addition, there will be wetland impacts associated with Lots 1-4. These wetland impacts have been reviewed and approved by the Hermantown Technical Evaluation panel.

The project infrastructure would commence in 2021 and will utilize the new infrastructure associated with the City's trunkline sanitary sewer project which is currently under construction. The sale timeframe as well will depend on market demand. The applicant is currently in discussion with potential builders for the project.

PUD Process:

A PUD is allowed in a R-3 zoning district. The City's zoning regulations governing PUD's require that each PUD obtain preliminary and final approval. At the City's discretion, the preliminary and final PUD approvals may be processed concurrently.

The PUD review and approval process includes a public hearing by the Planning Commission and a recommendation to the City Council. Following an approval by the City Council, the applicant will then be required to enter into a development contract with the City to govern certain aspects of the site development, including payments for utility connections. A PUD order will be issued by the City setting project specific development standards. Following completion of the development contract the developer will be granted final Zoning approval and can begin construction, pending approval the associated building permits.

Currently, the development is made up of two separate parcels of land. The applicant is proposing to combine these lots by way of a Common Interest Community (CIC) Plat. This platting process does not require City review or approval.

Zoning Analysis:

The PUD process allows the City Council to modify any provisions of the underlying zoning district if the PUD is consistent with the Comprehensive Plan and provides a public benefit.

Setbacks

Proposed setbacks vary from the standards of the R-3 Zoning District. Depicted on the attached exhibits, the setbacks reflect a site design that will allow for a creative use of the site subject to existing constraints such as site access.

Typical setback standards in the R-3 Zoning District for single family residential homes and proposed setbacks are shown in Table 1:

Table 1. R-3 Residential Requirements	R-3 Requirement	Proposed	Recommended
Minimum lot area	½ acre (2 units/acre)	3,825 square feet	3,825 square feet minimum
Minimum lot width (at setback line)	100 feet	Varies – 45 foot minimum	45 foot minimum
Minimum front yard	50 feet from public ROW	Varies – 5 feet minimum from common green area, 10 feet from public ROW	5 feet minimum from common green, 10 feet from public ROW
Minimum side yard	10 feet, 25 feet aggregate	Varies – 6 feet minimum, 14 feet aggregate	6 feet minimum, 14 feet aggregate
Minimum rear yard Main structure	40 feet	Varies – 30 feet minimum from main structure	30 feet
Minimum rear yard Accessory structure	10 feet	2 feet	2 feet minimum
Minimum side yard Accessory structure	10 feet	Varies – 5 foot minimum	5 foot minimum
Roadway ROW width	66 feet	60 feet public ROW, 24' feet alley width	60 feet ROW width
Public Utility Easement Width in Alleys	N/A	28 feet	28 feet

Stormwater

The applicant is proposing that the stormwater be directed towards a proposed storm basin located to the south of the proposed housing lots. The developer will be required to engage an engineer to prepare an erosion and sediment control plan for construction and post-construction control of run-off. Bio-rolls, silt fencing and other Best Management Practices will be required in order to control runoff during construction.

Utilities

The developer will connect all lots on the site to City sewer and water systems. There have been initial conversations between the City and the applicant about the utilization of a common trench for the City's trunk sewer and water line. The applicant has indicated that they would tap into these services at the time of installation in order to save on economies of scale by potentially utilizing the same contractor. These conversations will continue and be part of the future Development Agreement.

Driveway, Parking, and Traffic

The developer plans to construct a public, 28 foot wide asphalt roadway with curb and gutter from Anderson Road. This road will be built with a turnaround being installed at the southern terminus of the project.

City standards are for a 66 foot right of way, however staff is receptive to a 60 foot right of way which would mirror the permanent sanitary sewer easement associated with the future trunk line. The City would not allow for any tree planting within this right of way.

In addition to the public right of way, the applicant is proposing four, 24 foot wide private alleys running perpendicular to the public roadway. In the case of the two eastern alleys there would be a mid-point back-up for fire access and the two western alleys are short enough that they would not require additional access.

Park Dedication Fees

The developer will be required to pay park dedication fees consistent with the requirements of the City Zoning Ordinance. A park dedication fee of \$1,100 per unit is due at the time of Final PUD approval with an additional \$150 per bedroom fee will be paid at the time of application for each building permit.

Stormwater Utility Fees

Upon the completion of each new home, the homeowner will be required to pay the \$7.00/month stormwater utility fee associated with each parcel.

Summary

Staff recommends approval of 26 unit/lot Final PUD, based on the findings of this report and the following conditions

1. The proposed PUD meets the intent of the R-3, Residential Zoning District and Chapter 11 – Planned Unit Developments and the overall goals and policies of the Zoning Ordinance.
2. The proposed development meets the Comprehensive Plan for residential development and standards of a Planned Unit Development by providing public benefit through enhanced and coordinated development design and a greater variety of housing and community types in the community.

3. Dimensional requirements of lots, setbacks, and rights-of-way shall be according to the attached site plan and table 1.

Table 1. R-3 Residential Requirements	R-3 Requirement	Proposed	Recommended
Minimum lot area	½ acre (2 units/acre)	3,825 square feet	3,825 square feet minimum
Minimum lot width (at setback line)	100 feet	Varies – 45 foot minimum	45 foot minimum
Minimum front yard	50 feet from public ROW	Varies – 5 feet minimum from common green area, 10 feet from public ROW	5 feet minimum from common green, 10 feet from public ROW
Minimum side yard	10 feet, 25 feet aggregate	Varies – 6 feet minimum, 14 feet aggregate	6 feet minimum, 14 feet aggregate
Minimum rear yard Main structure	40 feet	Varies – 30 feet minimum from main structure	30 feet
Minimum rear yard Accessory structure	10 feet	2 feet	2 feet minimum
Minimum side yard Accessory structure	10 feet	Varies – 5 foot minimum	5 foot minimum
Roadway ROW width	66 feet	60 feet public ROW, 24' feet alley width	60 feet ROW width
Public Utility Easement Width in Alleys	N/A	28 feet	28 feet

4. The Developer will have one year from the date of the Final PUD approval to enter into a Development Agreement with the City.
5. Developer to submit preliminary and final construction documents (water, storm sewer, sanitary sewer, roadway, etc.) according to City standards and coordinated with the City Engineer as part of the Final PUD process.
6. Installation of water and sanitary sewer shall require the developer to enter into an agreement with the City governing the terms of such work. All utility plans shall be approved by the City Engineer. The City/Developer agreement shall specify the amount of a financial guarantee to be held by the City from the time of commencement of work until such a time as the City is prepared to accept as complete the new public infrastructure. All drainage and utility easements shall have associated easements. The developer shall enter into a Development Agreement with the City for all public utilities.

7. The developer shall pay park dedication fees consistent with the requirements of the City Zoning Ordinance. A park dedication fee of \$1,100 per unit will be paid at time of Final PUD approval with an additional \$150 per bedroom fee will be paid at the time of application for each building permit.
8. The applicant shall sign a consent form assenting to all conditions of this approval.
9. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.
10. This approval is limited to the 26 unit project identified in this report.

ATTACHMENTS:

- Location Map
- PUD Site Layout
- Building Example Types

Resolution No. 2020-148

**RESOLUTION APPROVING FINAL PLANNED UNIT DEVELOPMENT FOR
ENGWALLS REDEVELOPMENT**

WHEREAS, Saline Properties LLC submitted an application for a Final Planned Unit Development to allow for construction of twenty-six new residential units/lots (“Project”) on a site at the northern quadrant of 4747 Hermantown Road in the City of Hermantown; and

WHEREAS, The Hermantown Planning and Zoning Commission held a public hearing on the Final Planned Unit Development at its meeting on October 20, 2020 and approved the Final Development Plan; and

WHEREAS, after due consideration of the entire City file, the testimony at the public hearing and all other relevant matters the City Council hereby makes the following findings related to the Final Planned Unit Development.

A. FINDINGS OF FACT

1. The proposed Final Development Plan (the “Plan”) and the Project is consistent with the Hermantown Comprehensive Plan.
2. The tract of land (“Land”) affected by the Plan is legally described on **Exhibit A** attached hereto and is under unified control and scheduled to be developed as one lot.
3. The Plan includes provisions for the preservation of natural amenities.
4. The Plan appears to harmonize with both existing and proposed development in the area surrounding the project site.
5. The Plan is comprised of at least two and one half (2 ½) acres of contiguous land.
6. The Plan includes residential uses.
7. Maps were provided with the Plan and contained the following:
 - 1.1 The existing topographic character of the land.
 - 1.2 A composite of all natural amenities of the site including steep slopes, drainage ways plus marshes, ponds and lakes.
 - 1.3 The size of the site and proposed uses of the land to be developed together with an identification of off-site land uses.
 - 1.4 The density of land use to be allocated to the overall development.
 - 1.5 The approximate location of thoroughfares.
 - 1.6 The location of common open space.

2. The Plan includes the following:
 - 2.1 A statement of the ownership of all land involved in the Planned Unit Development.
 - 2.2 An explanation of the general character of the planned development.
 - 2.3 A general indication of the expected time schedule of development.
 - 2.4 A statement describing the ultimate ownership and maintenance of all parts of the development including streets, structures and open space.
 - 2.5 A statement describing how all necessary governmental services will be provided to the development.
3. The approval of the Final Planned Unit Development is subject to the following modifications/conditions:
 - 3.1 The Developer will have one year from the date of the Final PUD approval to enter into a Development Agreement with the City.
 - 3.2 Developer will provide for the ongoing maintenance of the private alleyways, landscaping features and other improvements constructed as part of the Project and also provide for snow removal, salting, sanding, and other such work within private alleyways at Developer's cost and expense.
 - 3.3 No separate frontage on a public roadway will be required for any building constructed on the Property. The frontage of the Property on Anderson Road will satisfy the road frontage requirements for all buildings on the Property.
 - 3.4 The Developer to submit preliminary and final construction documents (water, storm sewer, sanitary sewer, roadway, etc.) according to City standards and coordinated with the City Engineer as part of the Final PUD process.
 - 3.5 Installation of water and sanitary sewer shall require the developer to enter into an agreement with the City governing the terms of such work. All utility plans shall be approved by the City Engineer. The City/Developer agreement shall specify the amount of a financial guarantee to be held by the City from the time of commencement of work until such a time as the City is prepared to accept as complete the new public infrastructure. All drainage and utility easements shall have associated easements. The developer shall enter into a Development Agreement with the City for all public utilities.
 - 3.6 The developer shall pay park dedication fees consistent with the requirements of the City Zoning Ordinance. A park dedication fee of \$1,100 per unit will be paid at time of Final PUD approval with an additional \$150 per bedroom fee will be paid at the time of application for each building permit.

4. In order to insure that the spirit and intent of the Hermantown Zoning Code is met modifications must be made to the Plan and conditions imposed on the development proposed by the Plan.
5. To accomplish the complex review process for approval of the Plan, the dates and deadlines of Chapter 11, "Planned Unit Developments" were reviewed and requirements met by the Developer.
6. The approval given by this Resolution is not effective until Developer executes and delivers an acceptance of the terms and provisions of this Resolution.
7. The approval made by this resolution only extends to the Project as defined in this resolution.

CONCLUSION

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

1. The Final PUD meets the intent of the R-3, Residential Zoning District, Chapter 11 – Planned Unit Developments, and the overall goals and policies of the Zoning Ordinance.
2. The proposed development meets the Comprehensive Plan for residential development and standards of a Planned Unit Development by providing public benefit through enhanced and coordinated development design and a greater variety of housing and community types in the community.
3. Dimensional requirements of lots, setbacks, and rights-of-way shall be according to the attached site plan and table 1.

Table 1. R-3 Residential Requirements	R-3 Requirement	Proposed	Recommended
Minimum lot area	½ acre (2 units/acre)	3,825 square feet	3,825 square feet minimum
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Minimum side yard	10 feet, 25 feet aggregate	Varies – 6 feet minimum, 14 feet aggregate	6 feet minimum, 14 feet aggregate
Minimum rear yard Main structure	40 feet	Varies – 30 feet minimum from main structure	30 feet
Minimum rear yard Accessory structure	10 feet	2 feet	2 feet minimum
Minimum side yard Accessory structure	10 feet	Varies – 5 foot minimum	5 foot minimum
Roadway ROW width	66 feet	60 feet public ROW, 24' feet alley width	60 feet ROW width
Public Utility Easement Width in Alleys	N/A	28 feet	28 feet

4. The Developer will have one year from the date of the Final PUD approval to enter into a Development Agreement with the City.
5. Developer to submit preliminary and final construction documents (water, storm sewer, sanitary sewer, roadway, etc.) according to City standards and coordinated with the City Engineer as part of the Final PUD process.
6. Installation of water and sanitary sewer shall require the developer to enter into an agreement with the City governing the terms of such work. All utility plans shall be approved by the City Engineer. The City/Developer agreement shall specify the amount of a financial guarantee to be held by the City from the time of commencement of work until such a time as the City is prepared to accept as complete the new public infrastructure. All drainage and utility easements shall have associated easements. The developer shall enter into a Development Agreement with the City for all public utilities.
7. The developer shall pay park dedication fees consistent with the requirements of the City Zoning Ordinance. A park dedication fee of \$1,100 per unit will be paid at time of Final PUD approval with an additional \$150 per bedroom fee will be paid at the time of application for each building permit.

8. The applicant shall sign a consent form assenting to all conditions of this approval.
9. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.
10. The approval made by this resolution extends only to the Project as defined in this resolution.

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 November 2, 2020.

ACCEPTANCE OF RESOLUTION

Saline Properties LLC, hereby acknowledges and accepts the conditions specified on the foregoing Resolution and covenants and agrees to comply with each and every such condition.

Developer 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 and the Development Agreement to be entered into between City and Developer pursuant to this Resolution.

Developer acknowledges that this Resolution shall be recorded with the title to the property depicted in Exhibit A to the Resolution.

IN WITNESS WHEREAS, Saline Properties LLC has executed this acceptance the ____ day of _____, 2020.

SALINE PROPERTIES LLC

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

The foregoing instrument was acknowledged before me this ____ day of _____, 2020, by Saline Properties LLC

Notary Public

EXHIBIT A

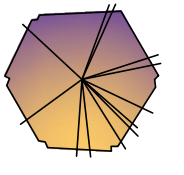
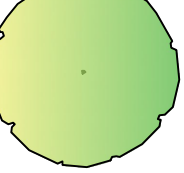
PARCEL ONE: W1/2 OF W1/2 OF NE1/4 OF NE1/4 EX PART S OF HERMANTOWN ROAD,
SECTION 25, TOWNSHIP 50 RANGE 15

PARCEL TWO: E1/2 OF NW1/4 OF NE1/4 EX WLY 330 FT OF NLY 400 FT, SECTION 25,
TOWNSHIP 50 RANGE 15

Location Map





	ORNAMENTAL TREE
	DECIDUOUS TREE
NOTE: COMMON GREEN SPACE/ OPEN SPACE LAYOUTS TO BE REFINED IN FUTURE DESIGN PHASES	

MARCH 15, 2019

ENGWALLS DEVELOPMENT- PRELIMINARY PUD LANDSCAPE PLAN PHASE 1





OVERALL DEVELOPMENT AMENITIES:

- ① SHARED COMMON GREEN/ OPEN SPACE
- ② TRAILS/ PATHS THROUGH GREEN SPACE
- ③ GARAGES ACCESSED THROUGH ALLEYS
- ④ FENCED YARDS TO DISTINGUISH PUBLIC AND PRIVATE SPACES



DESIRED ARCHITECTURE ELEMENTS:

- Ⓐ LIMITED BUT UNIQUE PALETTE OF MATERIALS & LAYOUTS, WITH VARIATIONS IN COLOR, TRIM, ETC.
- Ⓑ FRONT PORCHES
- Ⓒ COMPACT FOOTPRINTS
- Ⓓ OPTION FOR ATTACHED OR DETACHED GARAGES
- Ⓔ CASING/TRIM AROUND ALL WINDOWS AND DOORS TO COMPLEMENT ARCHITECTURAL STYLE

UNDESIRABLE ARCHITECTURAL ELEMENTS:

- VINYL SIDING
- BLANK WALLS



ENGWALLS DEVELOPMENT- SAMPLE ARCHITECTURE

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



DATE: October 23, 2020 **Meeting Date:** 11/2/20
SUBJECT: Engwalls - Special Use **Agenda Item: 12-G** **Resolution 2020-149**
Permit for grading and
filling in a Shoreland
Overlay Area

REQUESTED ACTION

Approve a Special Use Permit for filling and grading within a Natural Environment Shoreland Overlay Zone.

DESCRIPTION OF REQUEST:

The applicant proposes to construct 26 single family units/lots on 8.7 acres. The property is located in an R-3 zoning district. 15 of the proposed 26 lots are located within a Natural Environment Shoreland Area which will require filling and grading within an approximately 3.72 acres (161,850 square feet) area.

SITE INFORMATION:

Parcel Size: 8.7 acres
Legal Access: 4747 Hermantown Road
Wetlands: Yes, previously delineated and approved by TEP
Existing Zoning: R-3, Residential
Airport Overlay: None
Shoreland Overlay: Natural Environment
Comprehensive Plan: Suburban

Project Background:

A public hearing for the Special Use Permit (SUP) was held on October 20, 2020. There were approximately 10 residents in attendance. There were concerns about the project's proximity to Keene Creek as well as how the project may affect the overall health of the creek. The SUP was recommended unanimously by the Planning and Zoning Commission to be forwarded to the City Council.

Development Details:

The applicant is proposing to construct 26 single family units/lots on 8.7 acres as part of a PUD project. The project abuts Keene Creek along the eastern edge of the property with the Natural Environment Shoreland Area encompassing a portion of the property.

The development is situated as to utilize an upland portion of the property on which to build. Much of this land has been previously disturbed as part of the Engwalls operation. Until 2018, a corn maze had been located on portions of this property within the shoreland area. A portion of

this property is currently under construction for the City's sanitary sewer main extension project and Munger Trail Spur.

Special Use Permit

The Special Use Permit is for filling and grading within a Shoreland zone. There are general conditions for all SUPs. Staff finds the following in regard to the criteria for Special Use Permits in the Zoning Ordinance:

No special use permit shall be approved unless positive findings are made with respect to each and every one of the following criteria:

- 1. The proposed development is likely to be compatible with development permitted under the general provisions of this chapter on substantially all land in the vicinity of the proposed development;**

The development of 26 lots as a Planned Unit Development is an allowed use within a R-3 zoning district. The overall density of the development is 3 units/acre which is comparable to the density of all surrounding R-3 developed land which is 2 units/acre.

- 2. The proposed use will not be injurious to the use and enjoyment of the environment, or detrimental to the rightful use and enjoyment of other property in the immediate vicinity of the proposed development;**

Conditions placed on the SUP restricting future wetland impacts and clearing and grading within 50 feet of Keene Creek meet the intent of the zoning ordinance to protect natural resources. The development of single family lots as a Planned Unit Development is an allowed use within a R-3 zoning district. The overall density of the development is 3 units/acre which is comparable to the density of all surrounding R-3 developed land which is 2 units/acre.

- 3. The proposed use is consistent with the overall Hermantown Comprehensive Plan and with the spirit and intent of the provisions of this chapter;**

The property is within an area marked for residential development in the Hermantown Comprehensive Plan. The purpose of the Shoreland Overlay Zone is to protect public waterways. Impervious surface caps are included to prevent excessive runoff from constructed surfaces. The proposed impervious surface is below maximum limits and the required 50 foot buffer zone will protect Keene Creek.

- 4. The proposed use will not result in a random pattern of development with little contiguity to existing programmed development and will not cause negative fiscal and environmental effects upon the community.**

The existing development surrounding this site is single family residential. This property is fairly insulated from the adjoining properties by either public right of way or Keene

Creek. The proposed use continues this residential character. The proposed project will meet the required 50 feet buffer zone which will protect Keene Creek.

5. Other criteria required to be considered under the provisions of this code for any special use permit.

The applicant will follow the rules for grading and filling in a Shoreland Overlay Zone established in Section 725.02 and Section 555.07.1 and 555.07.2. Additional details of note include:

- A. No impervious surface or clearing, grubbing and grading will be allowed within 50 feet of the Ordinary High Water Level of Keene Creek.
- B. The elevation of the lowest floor level shall be at least three feet above the Ordinary High Water Level of Keene Creek.

RECOMMENDATIONS:

Staff recommends approval of the Special Use Permit based on the findings set forth in the Staff report, subject to the following conditions:

1. The approval is for a Special Use Permit for filling and grading in a Natural Environment Shoreland of Keene Creek for construction of a 26 lot Planned Unit Development (PUD). The Community Development Director may approve minor variations to structures and filling and grading indicated on the attached site plan as long as the variations do not result in shoreland impacts.
2. The applicant will follow the rules for grading and filling in a Shoreland Overlay Zone established in Section 725.02 and Section 555.07.1 and 555.07.2 including, but not limited to:
 - a. No impervious surface or clearing, grubbing and grading will be allowed within 50 feet of the Ordinary High Water Level of Keene Creek.
 - b. The elevation of the lowest floor level shall be at least three feet above the Ordinary High Water Level of Keene Creek.
 - c. The smallest amount of bare ground is exposed for as short a time as feasible;
 - d. Temporary groundcover, such as mulch, is used, and permanent groundcover, such as sod, is planted;
 - e. Adequate methods to prevent erosion and trap sediment are employed;
 - f. Fill is stabilized to accepted engineering standards;
 - g. Adequate methods are employed to reduce the runoff and/or flow of water on or over the affected shoreland so that the grading, filling or alteration of the natural topography does not contribute to downstream flooding;

- h. Adequate methods are employed to preserve water quality so that the grading, filling or alteration of the natural topography will not detrimentally affect the quality of the public waters of the City of Hermantown;
 - i. Adequate methods are employed for the preservation or establishment of local vegetation that provides wildlife habitat and screening; and
 - j. Fill used will consist of suitable material free from toxic pollutants in other than trace quantities.
3. The applicant shall sign a consent form assenting to all conditions of this approval.
4. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

ATTACHMENTS:

- Site Location Map
- Proposed site plan

Resolution No. 2020-149

**RESOLUTION APPROVING A SPECIAL USE PERMIT FOR THE GRADING AND FILLING
WITHIN A SHORELAND OVERLAY ZONING DISTRICT**

WHEREAS, Saline Properties, LLC (“Applicant”), owner of the property at 4747 Hermantown Road, submitted an application for a Special Use Permit (SUP) for the grading and filling within a Shoreland Overlay Zoning District in order to construct a 26 unit/lot Planned Unit Development on the property located at 4747 Hermantown Road; and

WHEREAS, the Hermantown Planning and Zoning Commission held a public hearing on the Special Use Permit on October 20, 2020 following notice as required by the City’s Zoning Code; and

WHEREAS, following the public hearing on the SUP, the Hermantown Planning Commission recommend on a 5-0 vote that the City Council approve the Special Use Permit; and

WHEREAS, after due consideration of the entire City file, the testimony at the public hearing and all other relevant matters the City Council hereby makes the following findings related to the Special Use Permit;

FINDINGS OF FACT

- 1. The proposed development is likely to be compatible with development permitted under the general provisions of this chapter on substantially all land in the vicinity of the proposed development;**

The development of 26 lots as a Planned Unit Development is an allowed use within a R- 3 zoning district. The overall density of the development is 3 units/acre which is comparable to the density of all surrounding R-3 developed land which is 2 units/acre.

- 2. The proposed use will not be injurious to the use and enjoyment of the environment, or detrimental to the rightful use and enjoyment of other property in the immediate vicinity of the proposed development;**

Conditions placed on the SUP restricting future wetland impacts and clearing and grading within 50 feet of Keene Creek meet the intent of the zoning ordinance to protect natural resources. The development of single family lots as a Planned Unit Development is an allowed use within a R-3 zoning district. The overall density of the development is 3 units/acre which is comparable to the density of all surrounding R-3 developed land which is 2 units/acre.

- 3. The proposed use is consistent with the overall Hermantown Comprehensive Plan and with the spirit and intent of the provisions of this chapter;**

The property is within an area marked for residential development in the Hermantown Comprehensive Plan. The purpose of the Shoreland Overlay Zone is to protect public waterways. Impervious surface caps are included to prevent excessive runoff from constructed surfaces. The proposed impervious surface is below maximum limits and the required 50 feet buffer zone will protect Keene Creek.

4. The proposed use will not result in a random pattern of development with little contiguity to existing programmed development and will not cause negative fiscal and environmental effects upon the community.

The existing development surrounding this site is single family residential. This property is fairly insulated from the adjoining properties by either public right of way or Keene Creek. The proposed use continues this residential character. The proposed project will meet the required 50 feet buffer zone which will protect Keene Creek.

5. Other criteria required to be considered under the provisions of this code for any special use permit.

The applicant will follow the rules for grading and filling in a Shoreland Overlay Zone established in Section 725.02 and Section 555.07.1 and 555.07.2. Additional details of note include:

- A. No impervious surface or clearing, grubbing and grading will be allowed within 50 feet of the Ordinary High Water Level of Keene Creek.
- B. The elevation of the lowest floor level shall be at least three feet above the Ordinary High Water Level of Keene Creek.

CONCLUSION

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

- 1. The approval is for filling and grading in order to construct 26 single family units/lots on 8.7 acres. The property is located in an R-3 zoning district. 15 of the proposed 26 lots are located within a Natural Environment Shoreland Area which will require filling and grading within an approximately 3.72 acres (161,850 square feet) area. Community Development Director may approve minor variations to structures and filling and grading indicated on the attached preliminary site plan as long as the variations do not result in greater wetland impacts.
- 2. The applicant will follow the rules for grading and filling in a Shoreland Overlay Zone established in Section 725.02 and Section 555.07.1 and 555.07.2 including, but not limited to:
 - A. No impervious surface or clearing, grubbing and grading will be allowed within 50 feet of the Ordinary High Water Level of the unnamed tributary.
 - B. The elevation of the lowest floor level shall be at least three feet above the Ordinary High Water Level of the unnamed tributary.
 - C. The smallest amount of bare ground is exposed for as short a time as feasible;
 - D. Temporary groundcover, such as mulch, is used, and permanent groundcover, such as sod, is planted;
 - E. Adequate methods to prevent erosion and trap sediment are employed;
 - F. Fill is stabilized to accepted engineering standards;
 - G. Adequate methods are employed to reduce the runoff and/or flow of water on or over the affected shoreland so that the grading, filling or alteration of the natural topography does not contribute to downstream flooding;
 - H. Adequate methods are employed to preserve water quality so that the grading, filling or alteration of the natural topography will not detrimentally affect the quality of the public waters of the City of Hermantown;

- I. Adequate methods are employed for the preservation or establishment of local vegetation that provides wildlife habitat and screening; and
 - J. Fill used will consist of suitable material free from toxic pollutants in other than trace quantities.
3. The applicant shall utilize best management methods to demarcate and protect wetlands that are located on site, including providing electronic and GIS information to City documenting the wetland boundaries.
 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 November 2, 2020.

(TOP THREE INCHES RESERVED FOR RECORDING DATA)

SPECIAL USE PERMIT

Permission is hereby granted to Saline Properties, LLC, (“Applicant”) for filling and grading within a Natural Environment Shoreland Overlay Zone (“Project”) in the City of Hermantown, County of St. Louis, State of Minnesota, on the property located at 4747 Hermantown Road and legally described on Exhibit A attached hereto (“Property”).

The permission hereby granted is expressly conditioned as follows:

- a. That the Project will be constructed as described in the plans accompanying the application and the conditions contained herein.
- b. This permit is not assignable except with the written consent of the City of Hermantown.
- c. The Zoning Officer of the City of Hermantown shall be notified at least five (5) days in advance of the commencement of the work authorized hereunder and shall be notified of its completion within (5) days thereafter.
- d. No change shall be made in the Project without written permission being previously obtained from the City of Hermantown.
- e. Applicant shall grant access to the site at all reasonable times during and after construction to authorized representatives of the City of Hermantown for inspection of the Project to see the terms of this permit are met.
- f. The permit is permissive only. No liability shall be imposed upon or incurred by the City of Hermantown or any of its officers, agents or employees, officially or personally, on account of the granting hereof or on account of any damage to any person or property resulting from any act or omission of Applicant or any of Applicant’s agents, employees or contractors relating to any matter hereunder. This permit shall not be construed as stopping or limiting any legal claims or right of action of any person against Applicant, its agents, employees or contractors, for any damage or injury resulting from any such act or omission, or as estopping or limiting any legal claim or right of action of the City of Hermantown against Developer, its agents, employees or

contractors for violation of or failure to comply with the permit or applicable provisions of law.

- g. This permit may be terminated by the City of Hermantown at any time it deems necessary for the conservation of water resources, or in the interest of public health and welfare, or for violation of any of the provisions of this permit.
- h. Applicant is initially and continually in compliance with all of the ordinances and regulations of the City of Hermantown Building Code and the Hermantown Fire Code.
- i. All state licenses and other permits required for the Project have been obtained by the Applicant and copies are provided to the City of Hermantown before the release of a permanent Certificate of Occupancy.
- j. That Applicant pay all direct costs incurred by the City of Hermantown in connection with the enforcement and administration of this permit within fifteen (15) days of Applicant being invoiced by the City for such costs.
- k. The approval is for filling and grading in order to construct 26 single family units/lots on 8.7 acres. The property is located in an R-3 zoning district. 15 of the proposed 26 lots are located within a Natural Environment Shoreland Area which will require filling and grading within an approximately 3.72 acres (161,850 square feet) area. Community Development Director may approve minor variations to structures and filling and grading indicated on the attached preliminary site plan as long as the variations do not result in greater wetland impacts.
- l. The applicant will follow the rules for grading and filling in a Shoreland Overlay Zone established in Section 725.02 and Section 555.07.1 and 555.07.2 including, but not limited to:
 - 1. No impervious surface or clearing, grubbing and grading will be allowed within 50 feet of the Ordinary High Water Level of the unnamed tributary.
 - 2. The elevation of the lowest floor level shall be at least three feet above the Ordinary High Water Level of the unnamed tributary.
 - 3. The smallest amount of bare ground is exposed for as short a time as feasible;
 - 4. Temporary groundcover, such as mulch, is used, and permanent groundcover, such as sod, is planted;
 - 5. Adequate methods to prevent erosion and trap sediment are employed;
 - 6. Fill is stabilized to accepted engineering standards;
 - 7. Adequate methods are employed to reduce the runoff and/or flow of water on or over the affected shoreland so that the grading, filling or alteration of the natural topography does not contribute to downstream flooding;
 - 8. Adequate methods are employed to preserve water quality so that the grading, filling or alteration of the natural topography will not detrimentally affect the quality of the public waters of the City of Hermantown;
 - 9. Adequate methods are employed for the preservation or establishment of local vegetation that provides wildlife habitat and screening; and
 - 10. Fill used will consist of suitable material free from toxic pollutants in other than trace quantities.
- m. The applicant shall utilize best management methods to demarcate and protect wetlands that are located on site, including providing electronic and GIS information to City documenting the wetland boundaries.

- n. The applicant shall sign a consent form assenting to all conditions of this approval.
- o. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

IN WITNESS WHEREOF, the Mayor and City Clerk have hereunto set their hands on behalf of the City of Hermantown on the ____ day of _____, 2020.

CITY OF HERMANTOWN

By _____

Its Mayor

By _____

Its Clerk

STATE OF MINNESOTA)
)ss.

COUNTY OF ST. LOUIS)

The foregoing instrument was acknowledged before me this ___ day of _____, 2020, by _____, and _____, the Mayor and City Clerk respectively of the City of Hermantown on behalf of the City.

Notary Public

ACCEPTANCE OF CONDITIONS

Applicant hereby acknowledges and accepts the conditions specified on the foregoing Special Use Permit and covenants and agrees to comply with each and every such situation.

Applicant acknowledges that the failure to comply with all of the conditions shall constitute a violation of the Hermantown Zoning Ordinance and that the City of Hermantown may, in such event, in addition to other remedies, institute any appropriate action or proceeding to prevent, restrain, correct or abate the violation.

IN WITNESS WHEREAS, Applicant has executed this acceptance the ____ day of _____ 2020.

By _____
Saline Properties, LLC

STATE OF MINNESOTA)
)ss.

COUNTY OF ST. LOUIS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2020, by _____.

Notary Public

EXHIBIT A

PARCEL ONE: W1/2 OF W1/2 OF NE1/4 OF NE1/4 EX PART S OF HERMANTOWN ROAD,
SECTION 25, TOWNSHIP 50 RANGE 15

PARCEL TWO: E1/2 OF NW1/4 OF NE1/4 EX WLY 330 FT OF NLY 400 FT, SECTION 25,
TOWNSHIP 50 RANGE 15

Location Map



Proposed Site Plan



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



DATE: October 26, 2020 **Meeting Date:** 11/2/20
SUBJECT: Agreement of Assessment and Waiver of Irregularity and Appeal – P & R Properties **Agenda Item: 12-H** **Resolution 2020-150**

REQUESTED ACTION

Approve execution of the Agreement of Assessment and Waiver of Irregularity and Appeal between P&R Properties Twin Ports LLC and City of Hermantown for the P&R Hermantown Apartments

DESCRIPTION OF REQUEST

Requested is approval of the Agreement of Assessment and Waiver of Irregularity and Appeal between P&R Properties Twin Ports LLC (Developer) and the City of Hermantown (City) for the completion of public sanitary sewer improvements associated with the P&R Hermantown Apartments which were approved by way of a Commercial Industrial Development Permit by the Planning and Zoning Commission on March 17, 2020.

The Agreement of Assessment and Waiver of Irregularity and Appeal outlines the responsibilities of P&R regarding the extension of the sanitary sewer from the Ugstad Road lift station to their property and the requirements pertaining to the future extension of the sanitary sewer to Miller Trunk Highway 53.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

Agreement of Assessment and Waiver of Irregularity and Appeal

Resolution No 2020-150

**RESOLUTION AUTHORIZING AND DIRECTING
MAYOR AND CITY CLERK TO EXECUTE AND DELIVER AN AGREEMENT OF
ASSESSMENT AND WAIVER OF IRREGULARITY AND APPEAL BETWEEN P&R
PROPERTIES TWIN PORTS, LLC AND CITY OF HERMANTOWN**

WHEREAS, P&R Properties Twin Ports, LLC. (“Owner”) has proposed to construct future improvements to the sanitary sewer (“Project”) adjacent to property (“Property”) owned by Owner and located in the City of Hermantown, St. Louis County, Minnesota; and

WHEREAS, Owner has agreed to pay \$60,000.00 as an assessment with regard to the Project; and

WHEREAS, City agrees that the amount assessed against Owner’s Property for the Project will be \$60,000.00; and

WHEREAS, a copy of the Agreement of Assessment and Waiver of Irregularity and Appeal is attached hereto; and

WHEREAS, the City Council has considered this matter and believes it is in the best interest of the City to authorize and direct the Mayor and City Clerk to enter into such Agreement on behalf of the City of Hermantown.

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

1. The Mayor and City Clerk are hereby authorized and directed to execute and deliver the Agreement of Assessment and Waiver of Irregularity and Appeal attached hereto as Exhibit “A” on behalf of the City of Hermantown.

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 November 2, 2020.

**AGREEMENT OF ASSESSMENT AND
WAIVER OF IRREGULARITY AND APPEAL**

THIS AGREEMENT, is made this 22 day of October, 2020, between the **City of Hermantown**, State of Minnesota, hereinafter referred to as the “City,” and **P & R Properties Twin Ports, LLC**, a Minnesota limited liability company, hereinafter referred to as “Owner,” whether one or more, in response to the following situation:

A. City has proposed to construct improvements to a sewer main (“Sewer Main”) and Ugstad Road lift station (“Ugstad Road Lift Station”) (with the Sewer Main and Ugstad Road Lift Station hereinafter collectively referred to as the “Project”) that serves a property owned by Owner located in the City of Hermantown, St. Louis County, Minnesota legally described on Exhibit A attached hereto (“Owner’s Property”).

B. The City Council of Hermantown held a public hearing on the Ugstad Road Lift Station portion of the Project which was identified as Sewer District No. 449 (“Sewer District 449”).

C. Following the public hearing, the City Council approved Resolution No. 2019-168 adopting the assessment roll for Sewer District 449.

D. Owner was assessed One Hundred Thousand and No/100 Dollars (\$100,000.00) pursuant to Resolution No. 2019-179.

E. A summary of the sources and uses related to the Project is attached hereto as Exhibit B (“Estimated Total Project Costs”).

F. City and Owner have entered into negotiations for the construction of the Sewer Main from the Ugstad Road Lift Station to a manhole (“Manhole”) along Haines Road approximately 500 feet distant from Highway 53 and have arrived at an understanding with respect to the assessment for Sewer District 449 and for the extension of the Sewer Main and for a future extension of the Sewer Main from the Manhole to Highway 53 (“Future Sewer Main Extension”).

NOW, THEREFORE, in consideration of the City constructing the Ugstad Road Lift Station and Owner agreeing to construct the Sewer Main, Owner and City hereby agree as follows:

1. Owner agrees to construct the Sewer Main and pay the entire cost, hard and soft costs, of the construction of the Sewer Main (“Total Sewer Main Costs”).

2. Owner shall provide City with a detailed summary of the Total Sewer Main Costs incurred by Owner in connection with the construction of the Sewer Main and provide evidence of the payment of the Total Sewer Main Costs in form and substance acceptable to City.

3. Owner agrees to pay the Total Sewer Main Costs and convey the Sewer Main to City upon completion of construction as and for the assessment against Owner’s Property with regard to the Project. City agrees to accept Owner’s payment of the Total Sewer Main Costs and

conveyance of the Sewer Main to City upon completion of construction as Owner's assessment for the Project, including the Ugstad Road Lift Station.

4. Owner agrees to pay Sixty Thousand and No/100 Dollars (\$60,000.00) as an assessment ("Owner's Assessment") against Owner's Property with regard to the construction of the Future Sewer Main Extension. City agrees that the amount assessed against Owner's Property for the Future Sewer Main Extension will be Sixty Thousand and No/100 Dollars (\$60,000.00), provided that the assessment amount specified in this Section may be increased as provided in Minnesota Statutes § 462.3531 if the increases are a result of requirements made by Owner or the increases are approved by Owner in a separate document. Owner's Assessment shall be payable in equal annual installments, including principal and interest, extending over a period of ten (10) years, with interest at the rate of four percent (4%) per annum, from and after December 31 of the year in which the construction of the Future Sewer Main Extension is completed in an amount annually required to pay the principal over such period at such interest rate. The first of such installments is to be paid with the general taxes for the year in which the construction of the Future Sewer Main Extension is completed, collectible with such taxes during the subsequent year. Owner may at any time prior to December 31 of the year in which the construction of the Future Sewer Main Extension is completed, pay the entire Owner's Assessment without interest, to the Hermantown City Clerk. No interest shall be charged if the entire assessment is paid by December 31 of the year following the year in which the construction of the Future Sewer Main Extension is complete. Owner may at any time thereafter pay to the Hermantown City Clerk the entire amount of Owner's Assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Any such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

5. City agrees that the amount assessed against "Owner's Property" for the Project and Future Sewer Main Extension will be the amount determined by Section 3 and the amount that will be payable upon the construction of the Future Sewer Main Extension as provided for in Section 4 hereof.

6. Pursuant to Minnesota Statutes §§429.081 and 462.3531, Owner hereby waives any objection to any irregularity with regard to assessments for the Project, any claim that the amount levied against Owner's Property is excessive and all rights to appeal the assessment levied granted Owner by Minnesota Statute §429.081. Owner acknowledges that the appeal rights granted by Minnesota Statutes §429.081 are Owner's exclusive method of appeal of the special assessment that will be levied against Owner's Property for the Project and by executing this Agreement, Owner will be forever and irrevocably waiving Owner's right to appeal.

7. Owner hereby further waives the requirement of hearings and notices of any hearings and objections to the assessment proceedings, the bidding and letting of contracts for the Project and the calculation and assessment of the project costs.

8. This Agreement will be filed for record with the appropriate St. Louis County land title recording office to reflect the fact that this Agreement is binding upon Owner and the heirs, successors and assigns of Owner and "runs with the land."

9. This Agreement shall be governed by the laws of the State of Minnesota.
10. Owner understands and agrees not to apply for deferral of the assessment payable with respect to the Project and that the City will not grant or approve any deferrals of any assessments payable with respect to the Project.
11. Owner shall pay to City's utility department all applicable water and sewer hook-up charges prior to obtaining a building permit for any developer on Owner's Property ("Owner's Development").
12. Owner agrees that the Future Sewer Main Extension will benefit Owner's Property even though Owner may already have access to the sewer service because the approval of Owner's Development now was conditioned upon the Owner executing this Agreement.
13. This Agreement shall constitute a Development Agreement as that term is used in Minnesota Statutes § 462.3531.

EXHIBIT A
Legal Description

A rectangular tract of land in the Northwest Quarter of the 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.

This is Abstract property.

EXHIBIT B
Estimated Total Project Costs
UGSTAD ROAD SEWER EXTENSION
FROM LIFT STATION TO HIGHWAY 53

<u>SOURCES</u>		
A. Lift Station	Original Sources	Present Sources
City Funds	191,406.25	50,094.70
P&R	100,000.00	100,000.00
Krause	20,000.00	20,000.00
Nelson	20,000.00	20,000.00
Billman	100,000.00	100,000.00
Gethsemne	<u>20,000.00</u>	<u>20,000.00</u>
	451,406.25	310,094.70
B. Sewermain	Original Sources	Present Sources
	Unidentified	100% P&R
C. Combined	Original Sources	Present Sources
Lift Station		310,094.70
Sewermain	Unidentified	<u>231,000.00</u>
Total Sources		541,094.70

<u>USES</u>		
A. Lift Station	Original Uses	Present Uses
Construction	352,925.00	
Engineer	52,938.75	
Geotechnical	4,000.00	
Easement	5,000.00	
Wetland	1,250.00	
Construction Contingency	17,646.25	
Administrative	<u>17,646.25</u>	
Total Project Costs	451,406.25	310,094.70
B. Sewer Main		Present Uses
Total project costs based on the estimate by City Engineer		231,000.00
C. Combined		Present Uses
Total Combined Project Cost		541,094.70

<u>TOTAL PROJECT PROPOSED SOURCES</u>	
City	150,094.70
Krause	20,000.00
Nelson	20,000.00
Gethsemne	20,000.00
Billman	<u>100,000.00</u>
Total	310,094.70
Deficit	231,000.00

Resolution No. 2020-151

RESOLUTION APPROVING ST. LOUIS COUNTY'S SAP NO. 069-617-005 CP NO. 0017-369575 COUNTY STATE-AID HIGHWAY NO. 17 (STEBNER/AIRBASE ROAD) WITHIN THE CITY OF HERMANTOWN CORPORATE LIMITS

WHEREAS, St. Louis County's plans for S.A.P. 069-617-005 C.P 0017-369575 showing proposed road construction or improvement of County State-Aid Highway No. 17 (Stebner/Airbase Road) within the limits of the City of Hermantown as a State Aid Project have been prepared and presented to the City.

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

1. St. Louis County's preliminary plans of S.A.P 069-617-005 C.P. 0017-369575 have been in all things approved by the City of Hermantown.

Councilor _____ introduced the foregoing resolution and moved its adoption.

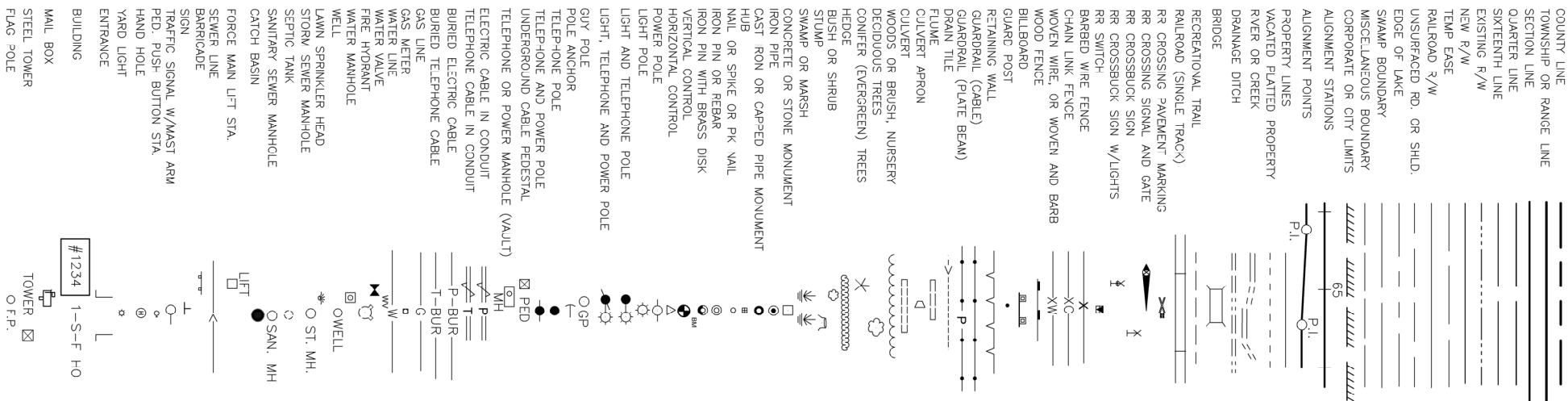
The motion for the adoption of such resolution was seconded by Councilor ____ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted November 2, 2020.

PLAN SYMBOLS



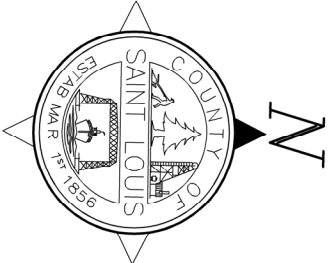
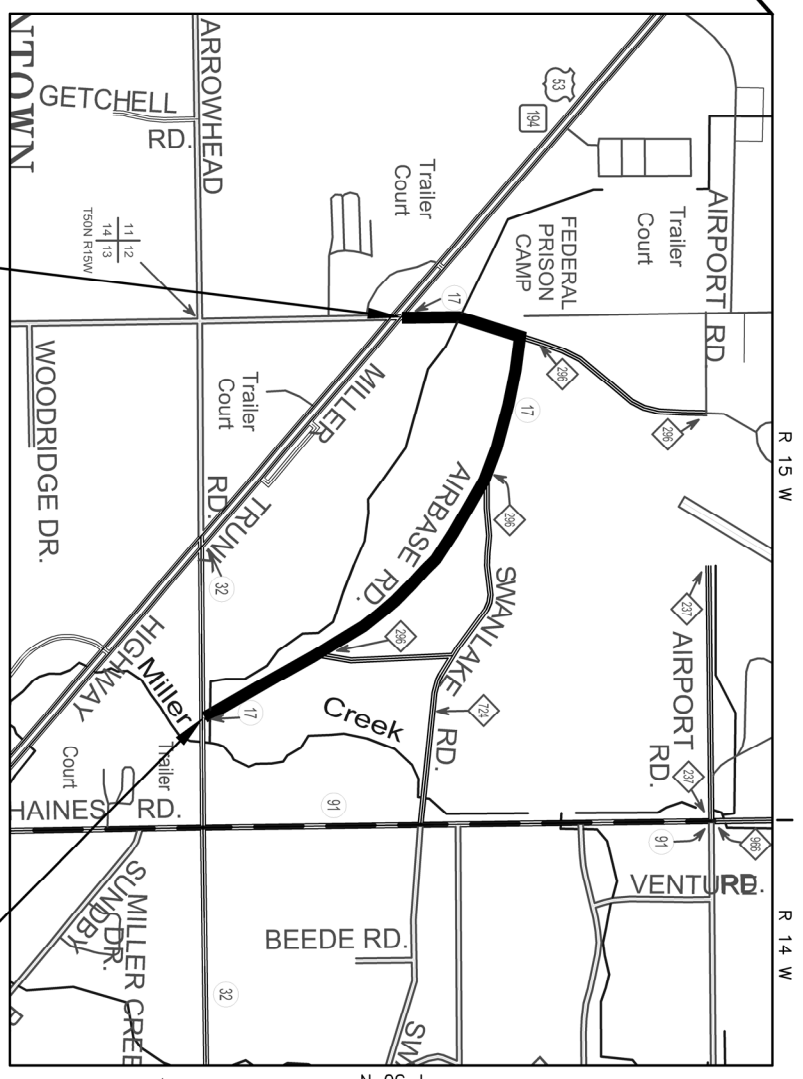
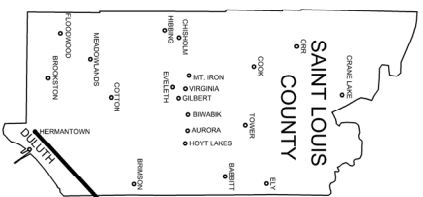
MINNESOTA DEPARTMENT OF TRANSPORTATION SAINT LOUIS COUNTY

CONSTRUCTION PLAN FOR: MILL BITUMINOUS SURFACE, FULL DEPTH RECLAMATION, BASE STABILIZATION (BASE ONE), PLANT MIXED BITUMINOUS SURFACE, AND AGGREGATE SHOULDERING.

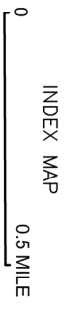
LOCATED ON C.S.A.H. 17 (STEBNER / AIRBASE RD.)
AND C.S.A.H. 32 (ARROWHEAD RD.)
BETWEEN TH 53
FROM A POINT APPROX. 490' NORTH AND 5' EAST OF THE TO A POINT APPROX. 66' NORTH AND 1394' EAST OF THE
EAST 1/4 CORNER OF SEC 11, T50N, R15W. S 1/4 CORNER OF SEC 12, T50N, R15W.

STATE PROJ. NO. S.A.P. 069-617-005

GROSS LENGTH	6630.00	FEET	1.256	MILES
BRIDGES-LENGTH	0.00	FEET	0.000	MILES
EXCEPTIONS-LENGTH	0.00	FEET	0.000	MILES
NET LENGTH	6630.00	FEET	1.256	MILES



BEGIN S.A.P. 069-617-005
STA. 0+48
END S.A.P. 069-617-005
STA. 66+78



PLAN REVISIONS	
DATE	SHEET NO. APPROVED BY

PREVIOUS PLANS	
DATE	S.A.P. NO.
1957	S.P. 69-633-02
1958	S.A.P. 69-633-03
1966	S.A.P. 69-617-02
1984	S.A.P. 69-617-03

S.A.P. NO. 069-617-005

CP 0017-369575

MINN. PROJ. NO.

GOVERNING SPECIFICATIONS
THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.
AVAILABLE AT: <http://www.dot.state.mn.us/pre-letting/spec/index.html>

INDEX OF SHEETS

1	TITLE SHEET
2	ESTIMATED QUANTITIES
3-4	TYPICAL SECTIONS
5	QUANTITY CHARTS
6-7	TRAFFIC CONTROL DETAILS
8	PAVEMENT MARKINGS

- THIS PLAN CONTAINS 8 SHEETS -

DESIGN DESIGNATION

ADT (CURRENT YEAR)	2021	=	2521
ADT (FUTURE YEAR)	2041	=	2773
D (DIRECTIONAL DIST.)		=	50/50%
T (HEAVY COMMERCIAL)	- 3.6%	=	99
DESIGN LOADING		=	9 TON
TRAFFIC LANE WIDTH		=	11.0' - 12.0'
SHOULDER WIDTH		=	VAR.
FUNCTIONAL CLASSIFICATION		=	MINOR COLLECTOR

DESIGN SQUAD: SOUTH DESIGN (J. PEDERSEN)

I HEREBY CERTIFY THAT THIS PLAN WAS 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.

PRINT NAME: **STEPHEN E. KRASAWAY**

SIGNATURE: _____

DATE: _____ LIC. NO.: **45397**

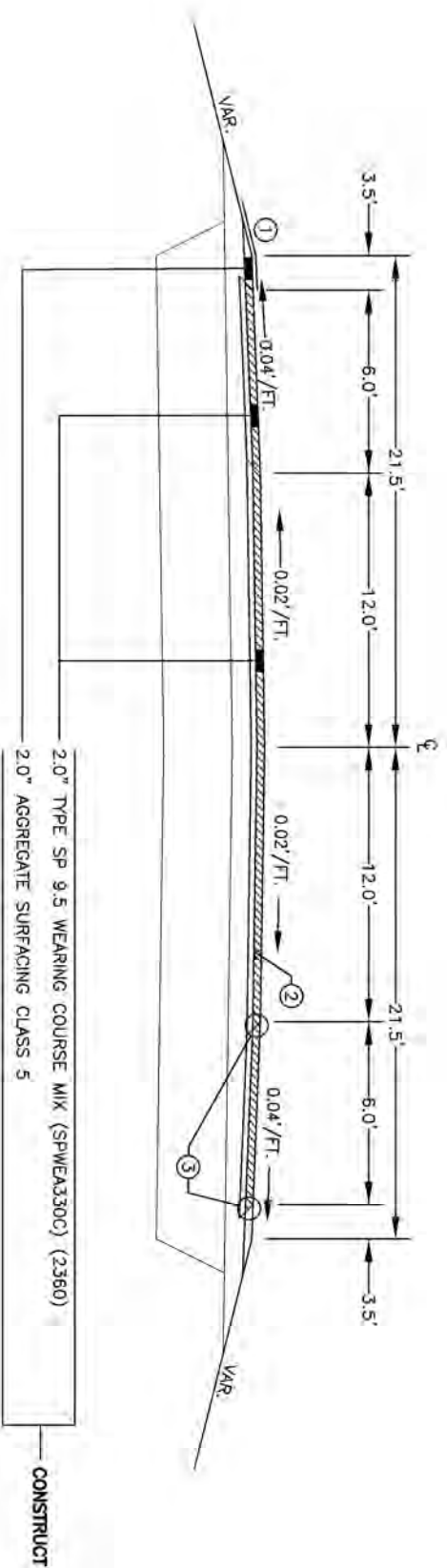
APPROVED: _____ DATE: _____
ST. LOUIS COUNTY HIGHWAY ENGINEER

DISTRICT STATE AID ENGINEER: _____ DATE: _____
REVIEWED FOR COMPLIANCE WITH STATE-AID RULES/POLICY

STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING _____ DATE: _____

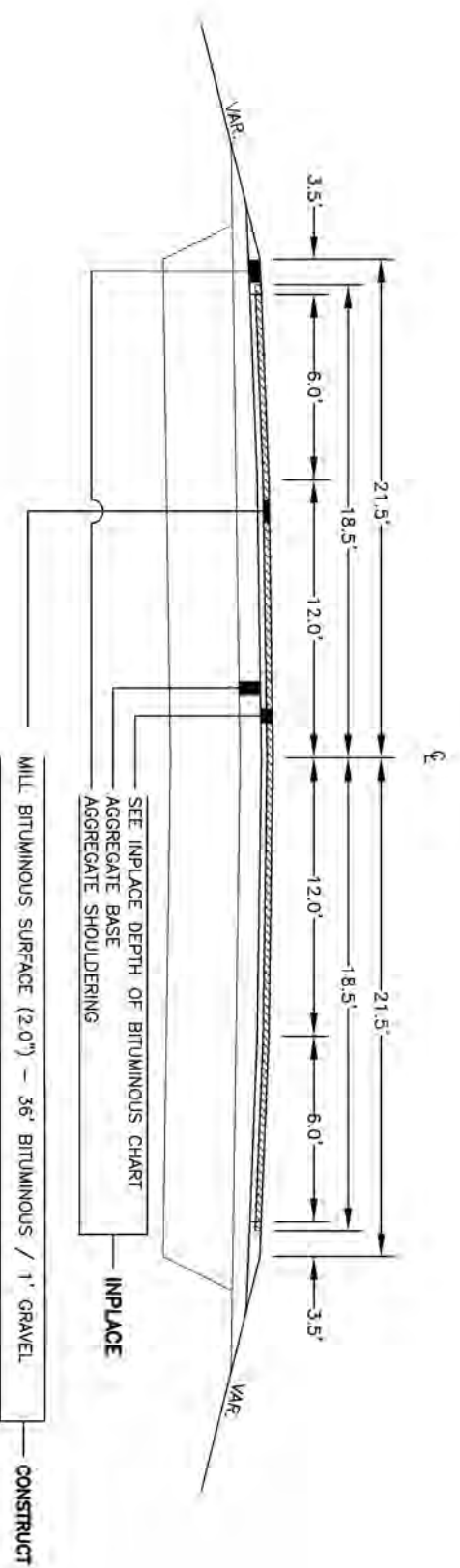
SHEET 1 OF 8 SHEETS

TYPICAL SECTION
 PLANT MIXED BITUMINOUS SURFACE AND AGGREGATE SHOULDERS
 C.S.A.H. 17 (STEBNER RD.)
 STA. 0+48 TO STA. 12+62



- ① AGGREGATE SHOULDERING TO TAPER TO EXISTING SHOULDER P.I. AND BLEND INTO SLOPE OF EXISTING INSLOPE.
- ② BITUMINOUS MATERIAL FOR TACK COAT, MHDOT 2357, SHALL BE APPLIED BETWEEN ALL LAYERS OF BITUMINOUS PAVEMENT.
- ③ BITUMINOUS SAFETY EDGE, SEE SPECIAL PROVISIONS (ALSO REQUIRED ON CENTERLINE FOR FIRST PASS OF EACH LFT)

TYPICAL SECTION
 MILL BITUMINOUS SURFACE
 C.S.A.H. 17 (STEBNER RD.)
 STA. 0+48 TO STA. 12+62



INPLACE DEPTH OF BITUMINOUS	
APPROX. STA. 5+09	/ RT. / 6.0"
APPROX. STA. 11+03	/ LT. / 6.0"

NOT TO SCALE

I HEREBY CERTIFY THAT THIS PLAN SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

STEPHEN E. KRASAWAY

TYPED NAME

45397

LIC. NO.

Stephen E. Krasaway
 SIGNATURE

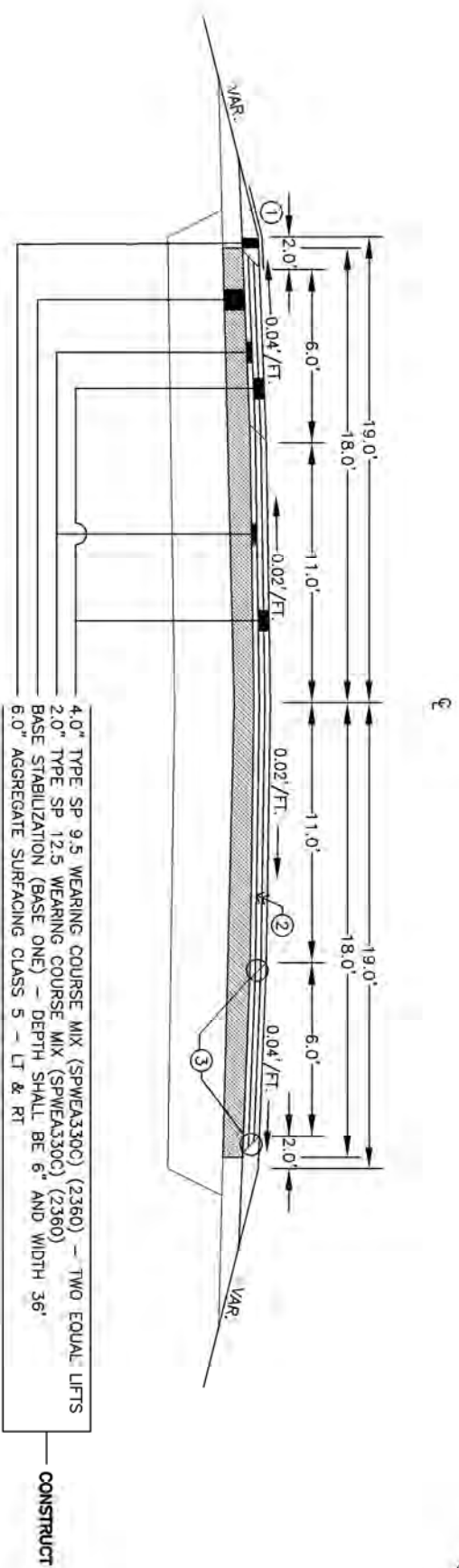
XXXXX

DATE

SAP 069-617-005
 CP 0017-369575

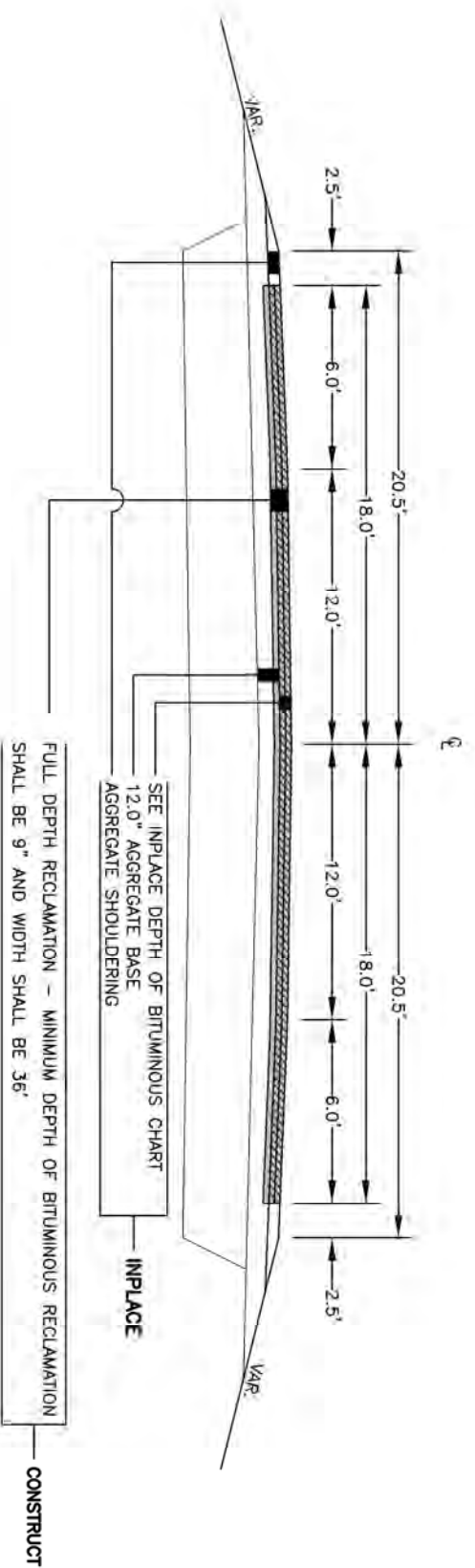
TYPICAL SECTIONS
 SHEET 3 OF 8 SHEETS

**TYPICAL SECTION
PLANT MIXED BITUMINOUS SURFACE AND AGGREGATE SHOULDERS**
C.S.A.H. 17 (AIRBASE RD.)
STA. 12+81 TO STA. 66+78



- ① AGGREGATE SHOULDERING TO TAPER TO EXISTING SHOULDER P.I. AND BLEND INTO SLOPE OF EXISTING INSLOPE.
- ② BITUMINOUS MATERIAL FOR TACK COAT, MNDOT 2357, SHALL BE APPLIED BETWEEN ALL LAYERS OF BITUMINOUS PAVEMENT.
- ③ BITUMINOUS SAFETY EDGE, SEE SPECIAL PROVISIONS (ALSO REQUIRED ON CENTERLINE FOR FIRST PASS OF EACH LIFT)

**TYPICAL SECTION
FULL DEPTH RECLAMATION
C.S.A.H. 17 (AIRBASE RD.)
STA. 13+48 TO STA. 66+28**



INPLACE DEPTH OF BITUMINOUS	
APPROX. STA. 26+89	LT. / 7.5"
APPROX. STA. 44+19	RT. / 7.5"
APPROX. STA. 55+31	LT. / 7.0"

NOT TO SCALE

I HEREBY CERTIFY THAT THIS PLAN SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

STEPHEN E. KRASAWAY
TYPED NAME

45397
LIC. NO.

SAP 069-617-005
CP 0017-369575

TYPICAL SECTIONS
SHEET 4 OF 8 SHEETS

TO: Mayor & City Council
FROM: John Mulder, City Administrator
DATE: October 27, 2020
SUBJECT: Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448



Meeting Date: 11/2/20

Agenda Item: 12-J **Resolution 2020-152**

REQUESTED ACTION

Approve Change Order #3 to Utility Systems of America for construction of an RCP culvert, a freight charge for (2) added culverts and manage debris found in excavation as part of Trunk Sewer Spur and Munger Trail Spur Project – Sanitary Sewer Improvement District No. 448.

BACKGROUND

1) Contractor to construct 64 LF of 15” RCP Culvert on the south side of Anderson Road, See Exhibit A. \$9,000.00

The potential future development of the Saline parcel will require a road to the site. The access location has been discussed and it was determined the culvert is best added at this time to minimize future impacts to Anderson Road and trail. 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.

2) Contractor requested Freight Charge to be paid for (2) CMP culverts to be added in wetland, See Exhibit B. \$550.00

(2) CMP culverts were added to convey water across an expanse of wetland. Field determinations once cleared proved grades and area would be more efficiently conveyed with the added culverts. The cost of the (2) 24’ 15” CMP culverts and aprons paid for using the contract unit price and included in Pay Application #8. Only the freight charge is included in Change Order #3.

3) Contractors Debris Handling, Disposal and Placement, See Exhibits C & D. \$84,358.57

During sewer trench excavation on Saline parcel buried debris mixed with the soil was exposed. Material was stockpiled, tested, sorted to remove sizeable debris, and then placed back in the trench per direction of MSA, and environmental consultant. Removed debris was hauled to disposal sites. Attached Exhibits C and D show the locations and amounts of the debris that was handled, removed, and reburied. All labor, equipment, disposal fees, testing fees, and environmental consultant fees are included in this amount.

Total Change Order Amount: \$93,908.57

NCE has reviewed the estimated costs and recommends approval of the Change Order amount of **\$93,908.57**. This amount is based the (3) items of work outlined above and the supporting Exhibits attached. I recommend this Change Order be approved in the amount noted at the November 2, 2020 City Council Meeting.

SOURCE OF FUNDS (if applicable)

Sales Tax

ATTACHMENTS

Change Order #3 & Exhibits

Resolution No. 2020-152

RESOLUTION APPROVING CHANGE ORDER NUMBER 3 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. 3 for \$93,908.57

1. Increase contract amount by \$9,000.00 for the construction of 64 LP of 15” RCP culvert on the south side of Anderson Road;
2. Increase contract amount by \$550.00 for freight charge for (2) CMP culverts to be added in wetland;
3. Increase contract amount by \$84,358.57 for debris handling, disposal and placement.

WHEREAS, Utility Systems of America, Inc. has recommended such Change Order No. 3, and;

WHEREAS, Northland Consulting Engineers LLP has approved such Change Order No. 3.

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

1. Change Order No. 3 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 October 19, 2020.

Date of Issuance: 10/27/20	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: Change Order #3 includes (3) different items of work.

1) Construct 64 LF of 15" RCP Culvert on the south side of Anderson Road, See Exhibit A. \$9,000.00

The potential future development of the Saline parcel will require a road to the site. The access location has been discussed and it was determined the culvert is best added at this time to minimize future impacts to Anderson Road and trail. 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.

2) Freight Charge for (2) CMP culverts to be added in wetland, See Exhibit B. \$550.00


(2) CMP culverts were added to convey water across an expanse of wetland. Field determinations once cleared proved grades and area would be more efficiently conveyed with the added culverts. The cost of the (2) 24' 15" CMP culverts and aprons paid for using the contract unit price and included in Pay Application #8. Only the freight charge is included in Change Order #3.

3) Debris Handling, Disposal and Placement, See Exhibits C & D. \$84,358.57

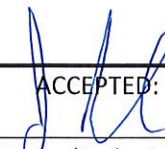
During sewer trench excavation on Saline parcel buried debris mixed with the soil was exposed. Material was stockpiled, tested, sorted to remove sizeable debris, and then placed back in the trench per direction of MSA, and environmental consultant. Removed debris was hauled to disposal sites. Attached Exhibits C and D show the locations and amounts of the debris that was handled, removed, and reburied. All labor, equipment, disposal fees, testing fees, and environmental consultant fees are included in this amount.

Total Change Order Amount: \$93,908.57

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: \$ 4,209,784.30	
Increase from previously approved Change Orders: \$ 44,000.00	No change in contract time associated with this change order.
Contract Price prior to this Change Order: \$ 4,253,784.30	
Increase of this Change Order: \$ 93,908.57	
Contract Price incorporating this Change Order: \$ 4,347,692.87	

RECOMMENDED:
By: 
Title: City Engineer
Date: 10/28/20

ACCEPTED:
By: 
Title: City Engineer
Date: 10/28/20

ACCEPTED:
By: 
Title: PROJECT MANAGER
Date: 10-28-20

Adam Zwak

From: Utility Systems of America Inc. <usainc@mchsi.com>
Sent: Saturday, September 12, 2020 2:06 PM
To: Adam Zwak
Cc: adamcastle2018usa@gmail.com; Patrick Raye; usainc@mchsi.com; David Bolf; 'Paul Senst - City of Hermantown'
Subject: RE: Trunk Sewer Anderson culvert

Follow Up Flag: Follow up
Flag Status: Flagged

Adam,

Our quote for the installation of the culvert is as follows:

64 feet of 15" rcp-----\$100 per foot	64LF X \$100/LF = \$6,400.00
2-15" aprons-----\$1,000 per each	(2) X \$1,000.00/ea = \$2,000.00
Short load delivery charge---\$600 lump sum	\$600.00
Please let us know how you would like us to proceed.	TOTAL = \$9,000.00

Thank you,

Jim Pucel, PE
Utility Systems of America

From: Adam Zwak [mailto:adam@nce-duluth.com]
Sent: Thursday, September 10, 2020 5:25 PM
To: Utility Systems of America Inc.
Cc: adamcastle2018usa@gmail.com; Patrick Raye; David Bolf; Paul Senst - City of Hermantown (psenst@hermantownmn.com)
Subject: Trunk Sewer Anderson culvert

Jim,

On the south side of Anderson please provide a 64' 15" RCP culvert and (2) aprons to add to that length. This will span the future road and trail crossing. If you can get it ordered on the same truck great, but please provide a price as well.

Thanks,

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



INVOICE

1830 Craig Park Court
St. Louis, MO 63146

Invoice # N143285
Invoice Date 10/15/20
Account # 100982
Sales Rep MITCH ENTZMINGER
Phone # 763-428-7473
Branch # 243 St Michael, MN
Total Amount Due \$1,534.12

Remit To:
CORE & MAIN LP
PO BOX 28330
ST LOUIS, MO 63146

411 1 MB 0.439 E0400 I0636 D6727621069 S2 P7763251 0002:0004



UTILITY SYSTEMS OF AMERICA
EVELETH INDUSTRIAL PARK
PO BOX 706
EVELETH MN 55734-0706

Shipped to:
C/O STEBNER PARK
4860 MAPLE GROVE RD
RUSSELL 218-780-0319
HERMANTOWN, MN

EXHIBIT B

CUSTOMER JOB- TRUNKSE Trunk Sewer

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice #
10/07/20	10/07/20	SEE BELOW	Trunk Sewer	TRUNKSE		BLACKDOG:HD2748	N143285

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
CUSTOMER PO#- TRUNK SEWER SPUR							
/15016293196	15" 16GA CMP ALUMINIZED PIPE 2 RUNS @ 24 FT EACH BID SEQ# 20	48	48		10.93000	FT	524.64
/26016293197	15" CAS END SECTION BID SEQ# 50	4	4		85.23000	EA	340.92

PIPE AND APRONS PAID FOR UNDER UNIT PRICE IN CONTRACT AND INCLUDED IN PAY APP #8.

**\$550.00 FREIGHT CHARGE
INCLUDED IN CHANGE ORDER #3.**

Visit coreandmain.com for a current W-9 form

Online ADVANTAGE

- Pay Online
- Paperless Billing
- Invoice Reprints
- Signed Delivery Receipts

Remit payment to the address shown on this invoice or access your account in Online Advantage to pay online.

Freight	Delivery	Handling	Restock	Misc.
\$550.00				

Terms: NET 30 Ordered By: RUSSELL

Subtotal:	865.56
Other:	550.00
Tax:	118.56
Invoice Total:	\$1,534.12

This transaction is governed by and subject to CORE & MAIN's standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>.

UTILITY SYSTEMS OF AMERICA, INC.

INVOICE

P.O. Box 706
 1280 Industrial Park Drive
 Eveleth, MN 55734-0706

EXHIBIT C

Phone: 218-744-4342
 Fax: 218-744-5491

usainc@mchsi.com

**FOR: Trunk Sewer Spur & Munger Trail Spur,
 Hermantown, MN Project No. 16-808**
 Extra work performed by our crew as directed by the engineer to remove, stockpile and dispose of the garbage encountered in the trunk sewer trench between Manholes 202 and 204. This work was performed over several days and our costs are broken down as follows:

INVOICE NO. X01-220368

DATE October 26, 2020

BILL TO:
 City of Hermantown
 5105 Maple Grove Road
 Hermantown, MN 55811

DATE	DESCRIPTION	UNITS	RATE	AMOUNT
9/2/20	Volvo 480 Excavator	4.0 HR	235.00	\$ 940.00
	Equipment Operator	4.0 HR	67.76	\$ 271.04
	Cat D6 Dozer	4.0 HR	150.00	\$ 600.00
	Equipment Operator	4.0 HR	67.76	\$ 271.04
	(2) Tandem Dump Trucks w/Drivers @ 4 Hrs. Each	8.0 HR	100.00	\$ 800.00
9/3/20	Volvo 480 Excavator	14.0 HR	235.00	\$ 3,290.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
	Equipment Operator - Overtime	6.0 HR	90.85	\$ 545.10
	Tandem Dump Truck w/Driver	14.0 HR	100.00	\$ 1,400.00
	Peterbilt Quad Dump Truck w.Driver	14.0 HR	120.00	\$ 1,680.00
	Cat D6 Dozer	14.0 HR	150.00	\$ 2,100.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
Equipment Operator - Overtime	6.0 HR	90.85	\$ 545.10	
9/21/20	Volvo 480 Excavator	4.0 HR	235.00	\$ 940.00
	Equipment Operator	4.0 HR	67.76	\$ 271.04
	Volvo 340 Excavator	12.0 HR	190.00	\$ 2,280.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
	Equipment Operator - Overtime	4.0 HR	90.85	\$ 363.40
	(2) Laborers - Straight Time @ 8 Hrs. Each	16.0 HR	63.86	\$ 1,021.76
	(2) Laborers - Overtime @ 4 Hrs. Each	8.0 HR	86.83	\$ 694.64
Foreman	2.0 HR	81.51	\$ 163.02	
9/22/20	Volvo 340 Excavator	9.5 HR	190.00	\$ 1,805.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
PAGE 1 OF 4			SUB TOTAL	\$ 22,149.46

UTILITY SYSTEMS OF AMERICA, INC.

INVOICE

P.O. Box 706
 1280 Industrial Park Drive
 Eveleth, MN 55734-0706

Phone: 218-744-4342
 Fax: 218-744-5491

usainc@mchsi.com

**FOR: Trunk Sewer Spur & Munger Trail Spur,
 Hermantown, MN Project No. 16-808**
 Extra work performed by our crew as directed by the engineer to remove, stockpile and dispose of the garbage encountered in the trunk sewer trench between Manholes 202 and 204. This work was performed over several days and our costs are broken down as follows:

INVOICE NO. X01-220368

DATE October 26, 2020

BILL TO:
 City of Hermantown
 5105 Maple Grove Road
 Hermantown, MN 55811

DATE	DESCRIPTION	UNITS	RATE	AMOUNT
	BALANCE FORWARD FROM PAGE ONE	1.0 LS	22,149.46	\$ 22,149.46
	Equipment Operator - Overtime	1.5 HR	90.85	\$ 136.28
	Foreman	2.0 HR	81.51	\$ 163.02
	(2) Laborers - Straight Time @ 8 Hrs. Ea.	16.0 HR	63.86	\$ 1,021.76
	(2) Laborers - Overtime @ 3 Hrs. Ea.	6.0 HR	86.83	\$ 520.98
9/23/20	Volvo 340 Excavator (Abandon two Sewer Service Included)	12.0 HR	190.00	\$ 2,280.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
	Equipment Operator - Overtime	4.0 HR	90.85	\$ 363.40
	(2) Laborers - Straight time @ 8 Hrs. Ea.	16.0 HR	63.86	\$ 1,021.76
	(2) Laborers - Overtime @ 3 Hrs. Ea.	6.0 HR	86.83	\$ 520.98
9/24/20	Volvo 340 Excavator	12.0 HR	190.00	\$ 2,280.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
	Equipment Operator - Overtime	4.0 HR	90.85	\$ 363.40
	(2) Laborers - Straight Time @ 8 Hrs. Ea.	16.0 HR	63.86	\$ 1,021.76
	(2) Laborers - Overtime @ 3 Hrs. Ea.	6.0 HR	86.83	\$ 520.98
9/25/20	Volvo 340 Excavator	9.0 HR	190.00	\$ 1,710.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
	Equipment Operator - Overtime	1.0 HR	90.85	\$ 90.85
	(2) Laborers - Straight Time @ 7 Hrs. Each	14.0 HR	63.86	\$ 894.04
9/28/20	(2) Laborers - Straight Time @ 8 Hrs. Each	16.0 HR	63.86	\$ 1,021.76
	(2) Laborers - Overtime @ 1 Hr. Ea.	2.0 HR	86.83	\$ 173.66
	J.D. 250 Excavator	9.0 HR	160.00	\$ 1,440.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
PAGE 2 OF 4			SUB TOTAL	\$ 39,862.41

UTILITY SYSTEMS OF AMERICA, INC.

INVOICE

P.O. Box 706
 1280 Industrial Park Drive
 Eveleth, MN 55734-0706

Phone: 218-744-4342
 Fax: 218-744-5491

usainc@mchsi.com

**FOR: Trunk Sewer Spur & Munger Trail Spur,
 Hermantown, MN Project No. 16-808**
 Extra work performed by our crew as directed by the engineer to remove, stockpile and dispose of the garbage encountered in the trunk sewer trench between Manholes 202 and 204. This work was performed over several days and our costs are broken down as follows:

INVOICE NO. X01-220368

DATE October 26, 2020

BILL TO:
 City of Hermantown
 5105 Maple Grove Road
 Hermantown, MN 55811

DATE	DESCRIPTION	UNITS	RATE	AMOUNT
	BALANCE FORWARD FROM PAGE TWO	1.0 LS	39,862.41	\$ 39,862.41
9/29/20	Equipment Operator - Overtime	1.0 HR	90.85	\$ 90.85
	J.D. 250 Excavator	11.5 HR	160.00	\$ 1,840.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
	Equipment Operator - Overtime	3.5 HR	90.85	\$ 317.98
	(2) Laborers - Straight Time @ 8 Hrs. Ea.	16.0 HR	63.86	\$ 1,021.76
	(2) Laborers - Overtime @ 3.5 Hrs. Ea.	7.0 HR	86.83	\$ 607.81
9/30/20	J.D. 250 Excavator	11.5 HR	160.00	\$ 1,840.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
	Equipment Operator - Overtime	3.5 HR	90.85	\$ 317.98
	(2) Laborers - Straight time @ 8 Hrs. Ea.	16.0 HR	63.86	\$ 1,021.76
	(2) Laborers - Overtime @ 3.5 Hrs. Ea.	7.0 HR	86.83	\$ 607.81
10/1/20	J.D. 250 Excavator	12.0 HR	160.00	\$ 1,920.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
	Equipment Operator - Overtime	4.0 HR	90.85	\$ 363.40
	(1) Laborer - Straight Time	6.0 HR	63.86	\$ 383.16
	(1) Tandem Dump Truck w/Driver	6.0 HR	100.00	\$ 600.00
10/2/20	J.D. 250 Excavator	9.0 HR	160.00	\$ 1,440.00
	Equipment Operator - Straight Time	8.0 HR	67.76	\$ 542.08
	Equipment Operator - Overtime	1.0 HR	90.85	\$ 90.85
	Tandem Dump Truck w/Driver	9.0 HR	100.00	\$ 900.00
PAGE 3 OF 4			SUB TOTAL	\$ 55,394.08

UTILITY SYSTEMS OF AMERICA, INC.

INVOICE

P.O. Box 706
 1280 Industrial Park Drive
 Eveleth, MN 55734-0706

Phone: 218-744-4342
 Fax: 218-744-5491

usainc@mchsi.com

**FOR: Trunk Sewer Spur & Munger Trail Spur,
 Hermantown, MN Project No. 16-808**
 Extra work performed by our crew as directed by the engineer to remove, stockpile and dispose of the garbage encountered in the trunk sewer trench between Manholes 202 and 204. This work was performed over several days and our costs are broken down as follows:

INVOICE NO. X01-220368

DATE October 26, 2020

BILL TO:
 City of Hermantown
 5105 Maple Grove Road
 Hermantown, MN 55811

DATE	DESCRIPTION	UNITS	RATE	AMOUNT
	BALANCE FORWARD FROM PAGE THREE	1.0 LS	55,394.08	\$ 55,394.08
	Twin Ports Testing (Results & Paid Receipt Attached)	1.0 LS	500.00	\$ 500.00
	Disposal Fees (T.G. Carroll & Son Invoice No 1764 Attached)	1.0 LS	10,124.64	\$ 10,124.64
	Disposal Fees (VONCO V Duluth, LLC) (Inv. VS10202020)	1.0 LS	787.14	\$ 787.14
	Disposal Fees (VEIT INV. VN0000072935 Attached)	1.0 LS	493.00	\$ 493.00
10/20/20	Peterbilt Quad Dump Truck w.Driver	2.0 HR	120.00	\$ 240.00
10/20/20	JD 250 Excavator w/operator (Load 2-Loads Contaminated Soil)	2.0 LD	25.00	\$ 50.00
	MSA SOIL ANALYSIS - INVOICE R02438000.0-1 ATTACHED	1.0 LS	2,535.00	\$ 2,535.00
	Est. Completion of Hauling Remaining Contaminated Soil			
	Peterbilt Quad Dump Truck w/Driver (6 Loads - 1 Hr Each Trip)	6.0 HR	120.00	\$ 720.00
	JD 250 Excavator w/operator (Load 6-Loads Contaminated Soil)	6.0 LD	25.00	\$ 150.00
	DISPOSAL FEES - VONCO V (6-LOADS)	1.0 LS	2361.42	\$ 2,361.42
	15% CONTRACTORS OVERHEAD & PROFIT	1.0 LS	11003.29	\$ 11,003.29
PAGE 4 OF 4			GRAND TOTAL	\$ 84,358.57

THANK YOU!

	WAGE	PER DIEM	VACATION	GROSS	SOCIAL SECURITY	MEDICARE	WORK COMP	GEN'L LIABILITY	FRINGE BENEFITS	TOTAL
OPERATOR - STRAIGHT TIME	39.19			39.19	3.00		3.31	0.68	21.58	67.76
OPERATOR - OVERTIME	58.79			58.79	4.50		4.96	1.02	21.58	90.85
LABORER - STRAIGHT TIME	35.83		2.75	38.58	2.74		3.25	0.67	18.62	63.86
LABORER - OVERTIME	53.75		4.13	57.88	4.43		4.89	1.01	18.62	86.83
FOREMAN W/TRUCK - STRAIGHT	39.19	2.00	3.72	44.91	3.00		3.31	0.68	19.61	71.51
FOREMAN W/TRUCK - OVERTIME	58.79	2.00	5.58	66.37	4.50		4.96	1.02	19.61	96.46

Plus \$10/Hr Foreman Tool Truck
Plus \$10/Hr Foreman Tool Truck

T.G. Carroll and Son, LLC

4473 Aspenway Road
 Duluth, Minnesota 55810

Invoice

Date	Invoice #
10/8/2020	1764

Bill To
Utility Systems of America PO BOX 706 Eveleth, MN 55734

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1	September 23rd - 16.39 Tons MSW at \$62 NT + \$200 Trucking	1,216.18	1,216.18
1	September 24th - 15.62 Tons MSW at \$62 NT + \$200 Trucking	1,168.44	1,168.44
1	September 25th - 13.24 Tons MSW at \$62 NT + \$200 Trucking	1,020.88	1,020.88
1	September 28th - 10.78 Tons MSW at \$62 NT + \$200 Trucking	868.36	868.36
1	September 29th - 20.69 Tons MSW at \$62 NT + \$200 Trucking	1,482.72	1,482.72
1	Septemeber 30th - 15.86 Tons MSW at \$62 NT + \$200 Trucking	1,183.32	1,183.32
1	October 1st - 14.63 Tons MSW at \$62 NT + \$200 Trucking	1,107.06	1,107.06
1	October 1st 11.88 Tons MSW at \$62 NT + \$200 Trucking	936.56	936.56
1	October 2nd 12.76 Tons MSW at \$62 NT + \$200 Trucking	991.12	991.12
1	15 Tires - Disposal \$ 10 each	150.00	150.00
Total			\$10,124.64



INVOICE

Remit to:
 MSA Professional Services, Inc.
 1230 South Boulevard
 Baraboo, WI 53913

PAYMENT DUE UPON RECEIPT OF INVOICE.
 INTEREST AT THE RATE OF 1.5% PER MONTH
 ON UNPAID BALANCE WILL BE ADDED TO
 YOUR NEXT STATEMENT.

For questions, contact: (800) 362-4505

Jim Pucel
 Utility Systems Of America
 1280 Industrial Park Drive
 PO Box 706
 Eveleth, MN 55734-0706

October 26, 2020
 Invoice No: R02438000.0 - 1
 Project Manager: Erica Klingfus
 Client Liaison: David Wierzba

AMOUNT DUE THIS INVOICE: \$2,535.00

Project R02438000.0 Engwalls Property Utility Installation Soil Screening
Professional Services from September 16, 2020 to October 17, 2020

Phase 100 Soil Excavation Oversight
 Task 101 Project Mgt

Professional Personnel

	Hours	Rate	Amount	
Klingfus, Erica	2.50	100.00	250.00	
Totals	2.50		250.00	
Total Labor				250.00
		Total this Task		\$250.00

Task 104 Field Work
Professional Personnel

	Hours	Rate	Amount	
Klingfus, Erica	13.75	100.00	1,375.00	
Totals	13.75		1,375.00	
Total Labor				1,375.00

Subconsultants

Pace Analytical National			289.00	
Total Subconsultants			289.00	289.00

Other Expenses

Field Truck	30.0 Mileage @ 0.70		21.00	
Total Other Expenses			21.00	21.00
		Total this Task		\$1,685.00

Task 105 Report

For ACH notification, remit to:

ach@msa-ps.com
 Account Number: 101065930 Routing Number: 075901590
 Bank Information: Baraboo State Bank, 101 3rd Ave., PO Box 50., Baraboo, WI 53913, (608) 356-7703

MSA ENABLES PEOPLE TO POSITIVELY IMPACT THE LIVES OF OTHERS.
 We are proud to be a 100% employee-owned firm.

Professional Personnel

	Hours	Rate	Amount	
Anderson, Jeffrey	1.00	150.00	150.00	
Klingfus, Erica	3.00	100.00	300.00	
Svoboda, Zachary	2.00	75.00	150.00	
Totals	6.00		600.00	
Total Labor				600.00
		Total this Task		\$600.00
		Total this Phase		\$2,535.00
		AMOUNT DUE THIS INVOICE:		<u><u>\$2,535.00</u></u>

For ACH notification, remit to:

ach@msa-ps.com

Account Number: 101065930 Routing Number: 075901590

Bank Information: Baraboo State Bank, 101 3rd Ave., PO Box 50., Baraboo, WI 53913, (608) 356-7703

MSA ENABLES PEOPLE TO POSITIVELY IMPACT THE LIVES OF OTHERS.

We are proud to be a 100% employee-owned firm.



Please Refer To:

Pace Analytical National
 1916 Network Place
 Chicago, IL 60673-1196
 Tax I.D.
 Pace Analytical National: 62-0811249
 Pace Analytical Services, LLC: 41-1821617
 Pace Analytical Gulf Coast: 45-4927089
 1-800-167-9659

Invoice No. 1288387
 Invoice Date 08-OCT-20

Bill To: MSA Professionals 333 W. Superior St., Ste. 600 Duluth, MN 55802 80-109213		Reported To: MSAPRODMN-KLINGFUS	Purchase Order Number Terms Net 30 Amount Due \$ 289.00	
Sample Numbers: L1266118-01, L1266118-02		Collected 21-SEP-20		
Sample IDs: SP-1, SP-1		R5		
Qty	Matrix	Description	Unit Price	Amount
Engwall Soil Screening				
1	SS	(1) 60ml AmbMeCl / (1) Syringe	\$ 26.00	\$ 26.00
1	SS	GRO Wisconsin	\$ 24.00	\$ 24.00
1	SS	RCRA Metals by 6010	\$ 65.00	\$ 65.00
1	SS	TCLP Extraction	\$ 35.00	\$ 35.00
1	SS	VOC's	\$ 64.00	\$ 64.00
1	TCLP	TCLP Metals by 6010	\$ 75.00	\$ 75.00
Total				\$ 289.00

Please apply to Engwall Soil Screening
 Project 16481000, Phase 100, Task 102
 MGD 10/08/20

R02438000

In the absence of a contract or written agreement to the contrary, Pace Analytical National Standard Terms and Conditions (see <http://www.pacenational.com>) represent the entire agreement between Pace Analytical National and the addressee. Accounts beyond terms are subject to 1 1/2% monthly service charge.

To help better serve you, please be green and allow us to invoice via email by sending your AP email address to ar@pacenational.com

Utility Systems Inc.

From: <noreply@payjunctionmail.com>
Date: Friday, September 04, 2020 8:46 AM
To: <USAINC@mchsi.com>
Subject: Signature Required - Twin Ports Testing

Your signature is required, please [click here](#) to sign.



09/04/2020 08:46 AM CDT

1301 N 3RD ST
SUPERIOR, WI, 54880
715-392-7114 (Office)
www.twinportstesting.com
ar@twinportstesting.com

BILLED TO

Utility Systems
USAINC@mchsi.com
PO Box 706
Eveleth, MN, 55704

DETAILS

DETAILS
TYPE
APPROVAL
TRANS ID
MID
TID
TERMINAL
INVOICE

Approved (00)
Charge - Capture
07351G
1193
*****4837
74975132
186354
pre-pay TCLP

REQUIRED Signature

X [click here to sign](#)

ACCOUNT VISA ... 3137
Entry Mode Manual
AMOUNT USD\$500.00
TOTAL \$500.00

Cardmember acknowledges receipt of goods and/or services in the amount of the total shown hereon and agrees to perform the obligations set forth by the cardmember's agreement with the issuer.

Having trouble reading this in your email client? [Click Here.](#)

Paperless Payments™

by PayJunction

VONCO V DULUTH, LLC
 1100 West Gary Street
 Duluth, MN 55808
 PHONE: (218) 626-3830
 FAX: (218) 626-1009

INVOICE

INVOICE NO.	V6-10202020
PAGE	1
DATE	October 21, 2020
CUSTOMER NO.	1508
REFERENCE NO.	
CONTRACT	

UTILITY SYSTEMS OF AMERICA: CC @ scale
 ATTEN: ACCOUNTS PAYABLE
 PO BOX 708
 ELEVENTH, MN 56734

Two

TOTAL INVOICE	\$787.14
---------------	----------

SERVICE DATE	CODE	DESCRIPTION	REFERENCE	QTY	RATE	AMOUNT
20-Oct	CC	Alternative Daily Cover - Tons Environmental Fee	326227	15.16	\$22.00	\$333.52
			326227	1.00	\$10.00	\$10.00
20-Oct	CC	Alternative Daily Cover - Tons Environmental Fee	326233	19.71	\$22.00	\$433.62
			326233	1.00	\$10.00	\$10.00

Remit payment to : VONCO V DULUTH, LLC 1100 WEST GARY STREET, DULUTH , MN 55808
 Questions or inquiries please call: 218-636-3830 THANK YOU FOR YOUR BUSINESS

CURRENT	31-60 DAYS	61-90 DAYS	OVER 90 DAYS	TOTAL INVOICE	\$787.14
\$787.14					

Vonco V Duluth, LLC
1100 West Gary Street
Duluth, MN 55808
(218) 626-3830

001506
Utility Systems of America
P.O. Box 706

Contract: 20-095-1 Engwall Property

Reference:

GROSS	56,580.00	LB	Manual In
TARE	26,260.00	LB	Scale Out
NET	30,320.00	LB	15.16 TN

TICKET#: 328227
Operator: DeAnna
In: 10/20/2020 11:17 am
Out: 10/20/2020 11:23 am
Vehicle: YBN2713

INBOUND
INVOICE

Work Order#: 0
Cell: C7

Signature: _____

Quantity	Description	Rate	Extension	Tax	Total
15.16	TN Alternative Daily cover	\$22.00	\$ 333.52	\$ 0.00	\$ 333.52
1.00	Environmental Fee - 10	\$10.00	\$ 10.00	\$ 0.00	\$ 10.00
					\$ 343.52
					\$ 0.00
					\$ 0.00

Vonco V Duluth, LLC

PHONE: 218-626-3830

INDUSTRIAL/NON-HAZARDOUS MATERIAL TRANSPORT AND DISPOSAL MANIFEST

GENERATOR	1. Work Site Name <u>Engwalls Property</u> Address <u>4749 Hermantown Road</u> City, St., Zip <u>Duluth, MN 55811</u> Owner's Name <u>Rod Sallne</u> Owner's Phone No. <u>(218) 727-8981</u>		PROFILE #: 20-095-1	
	2. Consultant/Contractor <u>Utility Systems of America, Inc.</u> Address <u>PO Box 708</u> City, St., Zip <u>Eveleth, MN 55734</u> Owner's Phone No. <u>(218) 744-4342</u>		3. Waste Disposal Site: Vonco V Duluth, LLC Mailing Address City, <u>1100 West Gary Street</u> State, Zip <u>Duluth, MN 55808</u>	
			4. Responsible Agency: MN Pollution Control Agency Address <u>520 Lafayette Road</u> City, State, Zip <u>St. Paul, MN 55155-3898</u>	
	5. Description of Materials <u>Contaminated soil</u> _____ _____ _____		6. Containers (No.-Type) <u>Truckload</u> _____ _____ _____	7. Total Quantity (m³ or yd³) _____ _____ _____
8. Special Handling Instructions and Additional Information _____ _____				
9. GENERATOR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packed, marked, and labeled, and are in all respects in proper condition for transport by highway according to applicable international and governmental regulations. The above listed material(s) is (are) not a hazardous waste as defined by 40 CFR Part 261 or any applicable state law. Name & Title (Printed or Typed) <u>Erica Klingfus, MSA OBO Rod Sallne</u> Signature <u>Erica Klingfus</u> Date <u>10/14/2020</u>				
TRANSPORTER	10. Transporter 1 (Acknowledgement of receipt of materials) Name/Title <u>Mike Hill</u> Signature _____ Date _____ Address _____ City, St., Zip _____ Phone No. _____			
	11. Transporter 2 (Acknowledgement of receipt of materials) Name/Title _____ Signature _____ Date _____ Address _____ City, St., Zip _____ Phone No. _____			
DISPOSAL SITE		13. Waste Disposal Site Owner or Operator: Certification of receipt of non-hazardous materials covered by this manifest except as noted in Item 12. Name/Title (Printed or Typed): _____ Signature <u>DW</u> Date <u>10/20/20</u>		
12. Discrepancy Indication Space <u>C7</u> Ticket # <u>326227</u> Tons <u>15.16</u> Yards _____ E _____ N _____ Elev. _____				

CONTRACTOR - WHITE

TRANSPORTER - CANARY

WASTE DISPOSAL SITE - PINK

GENERATOR/OPERATOR - GOLD

Vonco V Duluth, LLC
1100 West Gary Street
Duluth, MN 55808
(218) 626-3830

001506
Utility Systems of America
P.O. Box 706

Contract: 20-095-1 Engwall Property

Reference:

GROSS	65,680.00	LB	Scale In
TARE	26,280.00	LB	Tare Out
NET	39,420.00	LB	19.71 TN

TICKET #: 326233
Operator: DeAnna
In: 10/20/2020 12:23 pm
Out: 10/20/2020 12:23 pm
Vehicle: YBN2713

INBOUND
INVOICE

Work Order#: 0
Cell: C7

Signature: _____

Quantity	Description	Rate	Extension	Tax	Total
19.71 TN	Alternative Daily cover	\$22.00	\$ 433.62	\$ 0.00	\$ 433.62
1.00	Environmental Fee - 10	\$10.00	\$ 10.00	\$ 0.00	\$ 10.00
					\$ 443.62
					\$ 0.00
					\$ 0.00

Vonco V Duluth, LLC

PHONE: 218-626-3830

INDUSTRIAL/NON-HAZARDOUS MATERIAL TRANSPORT AND DISPOSAL MANIFEST

GENERATOR	1. Work Site Name <u>Engwalls Property</u> Address <u>4749 Hermantown Road</u> City, St., Zip <u>Duluth, MN 55811</u> Owner's Name <u>Rod Saline</u> Owner's Phone No. <u>(218) 727-8981</u>		PROFILE #: 20-095-1		
	2. Consultant/Contractor <u>Utility Systems of America, Inc.</u> Address <u>PO Box 708</u> City, St., Zip <u>Eveleth, MN 55734</u> Owner's Phone No. <u>(218) 744-4342</u>		3. Waste Disposal Site: Vonco V Duluth, LLC Mailing Address City, <u>1100 West Gary Street</u> State, Zip <u>Duluth, MN 55808</u> 4. Responsible Agency: MN Pollution Control Agency Address <u>520 Lafayette Road</u> City, State, Zip <u>St. Paul, MN 55155-3898</u>		
	5. Description of Materials <u>Contaminated soil</u>		6. Containers (No.-Type) <u>Truckload</u>	7. Total Quantity (m³ or yd³) _____ _____ _____	
	8. Special Handling Instructions and Additional Information _____ _____				
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TRANSPORTER	10. Transporter 1 (Acknowledgement of receipt of materials) Name/Title <u>Mike Dale</u> Signature _____ Date _____ Address _____ City, St., Zip _____ Phone No. _____				
	11. Transporter 2 (Acknowledgement of receipt of materials) Name/Title _____ Signature _____ Date _____ Address _____ City, St., Zip _____ Phone No. _____				
DISPOSAL SITE		13. Waste Disposal Site Owner or Operator: Certification of receipt of non-hazardous materials covered by this manifest except as noted in Item 12. Name/Title (Printed or Typed) <u>DV</u> Signature _____ Date <u>10/20/20</u>			
12. Discrepancy Indication Space Ticket # <u>326233</u> Tons <u>19.71</u> Yards <u>57</u> E _____ N _____ Elev. _____					

CONTRACTOR - WHITE

TRANSPORTER - CANARY

WASTE DISPOSAL SITE - PINK

GENERATOR/OPERATOR - GOLD

Vonco V Duluth, LLC
1100 West Gary Street
Duluth, MN 55808
(218) 626-3830

TICKET #: 326227
Operator: DeAnna
In : 10/20/2020 11:17 am
Out: 10/20/2020 11:23 am
Vehicle: YBN2713

001506
Utility Systems of America
P.O Box 706

INBOUND
INVOICE

Contract: 20-095-I Engwall Property

Reference:

Work Order#: 0
Cell: C7

GROSS	56,580.00	LB	Manual In
TARE	26,260.00	LB	Scale Out
NET	30,320.00	LB	15.16 TN

Signature: _____

Quantity	Description	Rate	Extension	Tax	Total
15.16	TN Alternative Daily cover	\$22.00	\$ 333.52	\$ 0.00	\$ 333.52
1.00	Environmental Fee - 10	\$10.00	\$ 10.00	\$ 0.00	\$ 10.00

\$ 343.52

\$ 0.00

\$ 0.00

Vonco V Duluth, LLC

PHONE: 218-626-3830

INDUSTRIAL/NON-HAZARDOUS MATERIAL TRANSPORT AND DISPOSAL MANIFEST

GENERATOR	1. Work Site Name <u>Engwalls Property</u> Address <u>4749 Hermantown Road</u> City, St., Zip <u>Duluth, MN 55811</u> Owner's Name <u>Rod Saline</u> Owner's Phone No. <u>(218) 727-8961</u>		PROFILE #: 20-095-1	
	2. Consultant/Contractor <u>Utility Systems of America, Inc.</u> Address <u>PO Box 706</u> City, St., Zip <u>Eveleth, MN 55734</u> Owner's Phone No. <u>(218) 744-4342</u>		3. Waste Disposal Site: Vonco V Duluth, LLC Mailing Address City, 1100 West Gary Street State, Zip Duluth, MN 55808	
			4. Responsible Agency: MN Pollution Control Agency Address 520 Lafayette Road City, State, Zip St. Paul, MN 55155-3898	
	5. Description of Materials <u>Contaminated soil</u> _____ _____ _____		6. Containers (No.-Type) Truckload _____ _____ _____	7. Total Quantity (m³ or yd³) _____ _____ _____
8. Special Handling Instructions and Additional Information _____ _____				
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TRANSPORTER	10. Transporter 1 (Acknowledgement of receipt of materials) Name/Title <u><i>Mike Dale</i></u> Signature _____ Date _____ Address _____ City, St., Zip _____ Phone No. _____			
	11. Transporter 2 (Acknowledgement of receipt of materials) Name/Title _____ Signature _____ Date _____ Address _____ City, St., Zip _____ Phone No. _____			
DISPOSAL SITE 12. Discrepancy Indication Space <u>C7</u> Ticket # <u>326227</u> Tons <u>15.16</u> Yards _____ E _____ N _____ Elev. _____		13. Waste Disposal Site Owner or Operator: Certification of receipt of non-hazardous materials covered by this manifest except as noted in item 12. Name/Title (Printed or Typed) _____ Signature <u><i>DV</i></u> Date <u>10/20/20</u>		

CONTRACTOR - WHITE

TRANSPORTER - CANARY

WASTE DISPOSAL SITE - PINK

GENERATOR/OPERATOR - GOLD

Vonco V Duluth, LLC

PHONE: 218-626-3830

INDUSTRIAL/NON-HAZARDOUS MATERIAL TRANSPORT AND DISPOSAL MANIFEST

GENERATOR	1. Work Site Name <u>Engwalls Property</u> Address <u>4749 Hermantown Road</u> City, St., Zip <u>Duluth, MN 55811</u> Owner's Name <u>Rod Saline</u> Owner's Phone No. <u>(218) 727-8961</u>		PROFILE #: 20-095-1	
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TRANSPORTER	10. Transporter 1 (Acknowledgement of receipt of materials) Name/Title <u>Mike Hill</u> Signature _____ Date _____ Address _____ City, St., Zip _____ Phone No. _____			
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CONTRACTOR - WHITE

TRANSPORTER - CANARY

WASTE DISPOSAL SITE - PINK

GENERATOR/OPERATOR - GOLD

Vonco V Duluth, LLC
1100 West Gary Street
Duluth, MN 55808
(218) 626-3830

001506
Utility Systems of America
P.O Box 706

TICKET #: 326233
Operator: DeAnna
In : 10/20/2020 12:23 pm
Out: 10/20/2020 12:23 pm
Vehicle: YBN2713

INBOUND
INVOICE

Contract: 20-095-I Engwall Property

Reference:

Work Order#: 0
Cell: C7

GROSS	65,680.00	LB	Scale In
TARE	26,260.00	LB	Tare Out
NET	39,420.00	LB	19.71 TN

Signature: _____

Quantity	Description	Rate	Extension	Tax	Total
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1.00	Environmental Fee - 10	\$10.00	\$ 10.00	\$ 0.00	\$ 10.00

\$ 443.62
\$ 0.00
\$ 0.00

Vonco V Duluth, LLC

PHONE: 218-626-3830

INDUSTRIAL/NON-HAZARDOUS MATERIAL TRANSPORT AND DISPOSAL MANIFEST

GENERATOR	1. Work Site Name <u>Engwalls Property</u>		PROFILE #: 20-095-1	
	Address <u>4749 Hermantown Road</u>		3. Waste Disposal Site: Vonco V Duluth, LLC	
	City, St., Zip <u>Duluth, MN 55811</u>		Mailing Address City, <u>1100 West Gary Street</u>	
	Owner's Name <u>Rod Saline</u>		State, Zip <u>Duluth, MN 55808</u>	
Owner's Phone No. <u>(218) 727-8961</u>		4. Responsible Agency: MN Pollution Control Agency		
2. Consultant/Contractor <u>Utility Systems of America, Inc.</u>		Address <u>520 Lafayette Road</u>		
Address <u>PO Box 706</u>		City, State, Zip <u>St. Paul, MN 55155-3898</u>		
City, St., Zip <u>Eveleth, MN 55734</u>				
Owner's Phone No. <u>(218) 744-4342</u>				
5. Description of Materials		6. Containers (No.-Type)	7. Total Quantity (m³ or yd³)	
<u>Contaminated soil</u>		<u>Truckload</u>		
8. Special Handling Instructions and Additional Information				
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Name & Title (Printed or Typed) <u>Erica Klingfus, MSA OBO Rod Saline</u>		Signature <u><i>Erica Klingfus</i></u>	Date <u>10/14/2020</u>	
TRANSPORTER	10. Transporter 1 (Acknowledgement of receipt of materials)			
	Name/Title <u><i>Mike Dale</i></u>	Signature _____	Date _____	
	Address _____	City, St., Zip _____	Phone No. _____	
	11. Transporter 2 (Acknowledgement of receipt of materials)			
Name/Title _____	Signature _____	Date _____		
Address _____	City, St., Zip _____	Phone No. _____		
DISPOSAL SITE		13. Waste Disposal Site Owner or Operator: Certification of receipt of non-hazardous materials covered by this manifest except as noted in item 12.		
12. Discrepancy Indication Space		Name/Title (Printed or Typed) <u><i>DV</i></u>		
<u>326233</u> Ticket # <u>19.71</u> Tons <u>19.71</u> Yards <u>07</u>		Signature _____		
E _____ N _____ Elev. _____		Date <u>10/20/20</u>		

CONTRACTOR - WHITE

TRANSPORTER - CANARY

WASTE DISPOSAL SITE - PINK

GENERATOR/OPERATOR - GOLD

Vonco V Duluth, LLC

PHONE: 218-626-3830

INDUSTRIAL/NON-HAZARDOUS MATERIAL TRANSPORT AND DISPOSAL MANIFEST

GENERATOR	1. Work Site Name <u>Engwalls Property</u> Address <u>4749 Hermantown Road</u> City, St., Zip <u>Duluth, MN 55811</u> Owner's Name <u>Rod Saline</u> Owner's Phone No. <u>(218) 727-8961</u>		PROFILE #: 20-095-1	
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	5. Description of Materials <u>Contaminated soil</u> _____ _____ _____		6. Containers (No.-Type) Truckload _____ _____ _____	7. Total Quantity (m ³ or yd ³) _____ _____ _____
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TRANSPORTER	10. Transporter 1 (Acknowledgement of receipt of materials) Name/Title <u>Mike Dille</u> Signature _____ Date _____ Address _____ City, St., Zip _____ Phone No. _____			
	11. Transporter 2 (Acknowledgement of receipt of materials) Name/Title _____ Signature _____ Date _____ Address _____ City, St., Zip _____ Phone No. _____			
12. Discrepancy Indication Space Ticket # <u>326233</u> Tons <u>19.71</u> Yards <u>07</u> E _____ N _____ Elev. _____		13. Waste Disposal Site Owner or Operator: Certification of receipt of non-hazardous materials covered by this manifest except as noted in item 12. Name/Title (Printed or Typed) _____ Signature <u>DV</u> Date <u>10/20/20</u>		

Veit Dispose Systems - North
 14000 Veit Place
 Rogers, MN 55374
 Phone: (763) 422-3867
 Fax: (763) 428-1334

INVOICE NO.	VN 0000072935
PAGE	1
DATE	Sep-20-20
CUSTOMER NO.	500
SITE NO.	8357
REFERENCE NO.	

DULUTH COD CUSTOMER
 1100 W GARY ST
 DULUTH, MN 55808

220368
 1112-40

TOTAL INVOICE	\$493.00
---------------	----------

SERVICE DATE	CODE	DESCRIPTION	REFERENCE	QTY.	RATE	AMOUNT
		(8357) UTILITY SYSTEMS OF AMERICA-CC 4860 MAPLE GROVE RD , HERMANTOWN MN				
		Serv #001 Roll Off Service 10.00				
17 - Sep	R1 10.00	Exchange		1.00	\$267.00	\$267.00
		W/O #:119712 PD C.C. 283.00		10.00	\$0.00	\$0.00
17 - Sep	C2	Const. Debris (Dirty)		1.00	\$200.00	\$200.00
17 - Sep	S1	Surcharge		1.00	\$10.00	\$10.00
17 - Sep	T1	Tires				\$10.00
17 - Sep	EF	Environmental Fee				\$6.00
20 - Sep	01	MN Solid Waste Fee .60 YD at \$0.60/YD on 10.00YD				

For Questions call Accounting at 763-428-9564 or email VDSbilling@veitusa.com
 A service chg of 1.5% per month (18% APR) on any unpaid balances after 30 days

CURRENT	31 - 60 DAYS	61 - 90 DAYS	OVER 90 DAYS
\$0.00	\$0.00	\$0.00	\$0.00

TOTAL INVOICE	\$493.00
---------------	----------

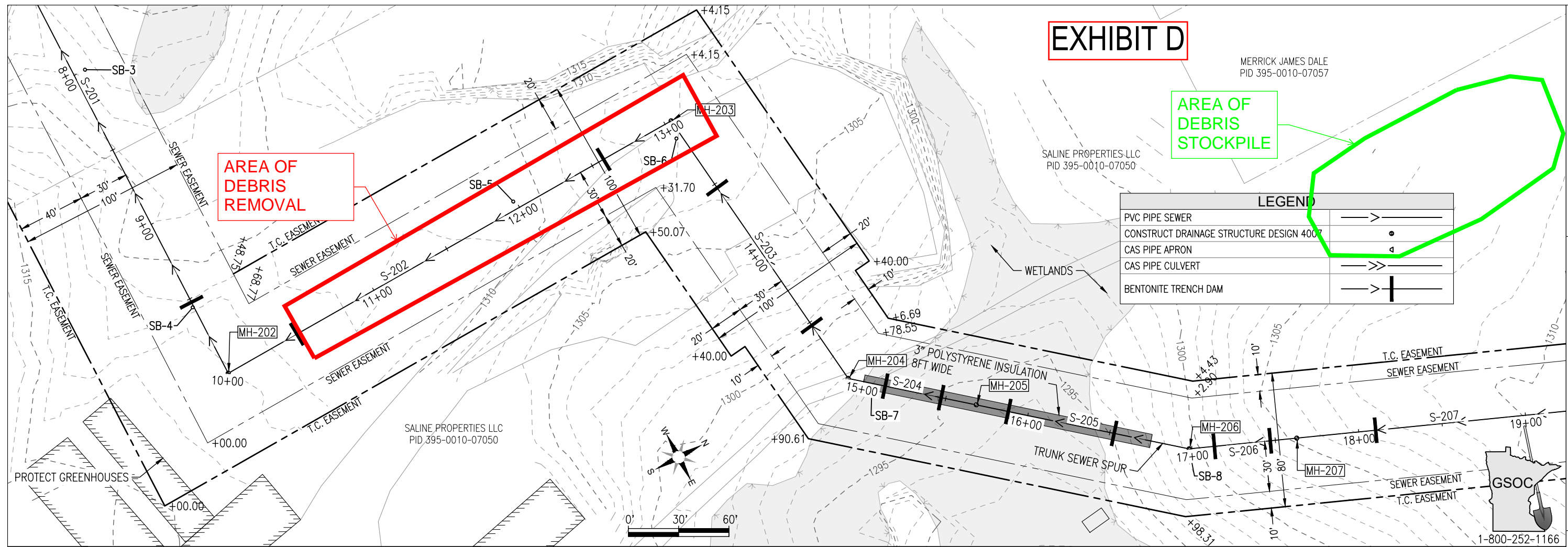


EXHIBIT D

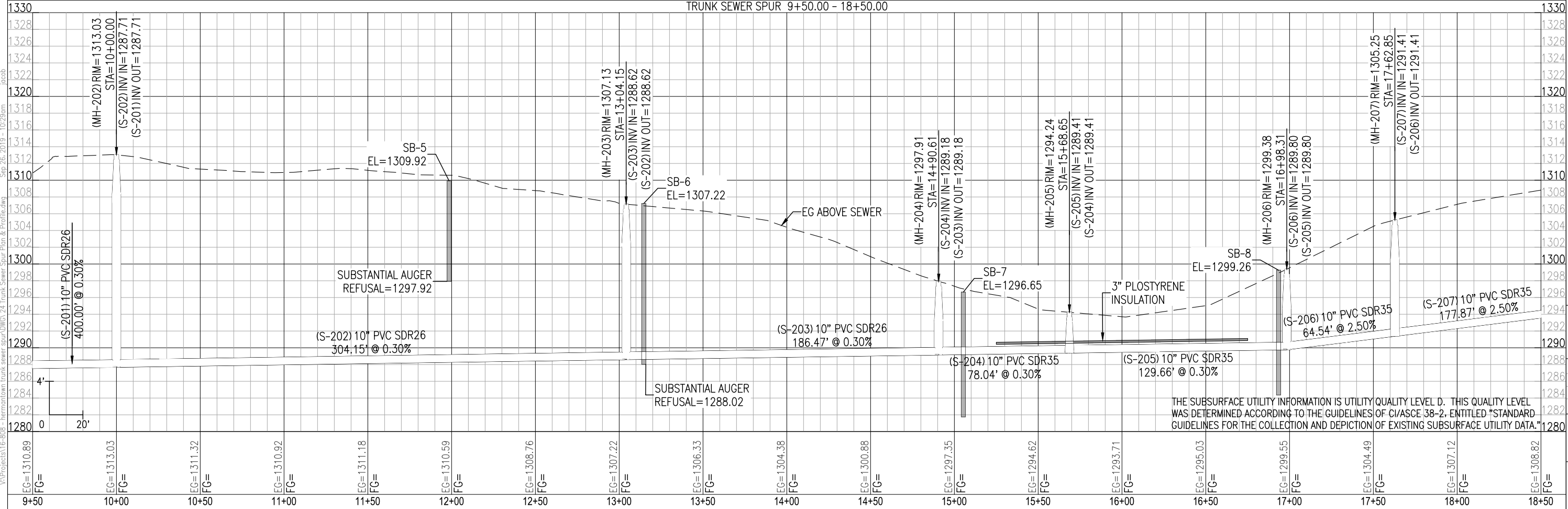
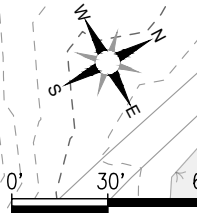
MERRICK JAMES DALE
PID 395-0010-07057

SALINE PROPERTIES LLC
PID 395-0010-07050

AREA OF DEBRIS STOCKPILE

AREA OF DEBRIS REMOVAL

LEGEND	
PVC PIPE SEWER	—>
CONSTRUCT DRAINAGE STRUCTURE DESIGN 400'	•
CAS PIPE APRON	—▲—
CAS PIPE CULVERT	—>>
BENTONITE TRENCH DAM	— —



I hereby certify that this plan, specification, or report was 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.
09/26/2019
Lic. No. 40926
Engineer: David G. Boif

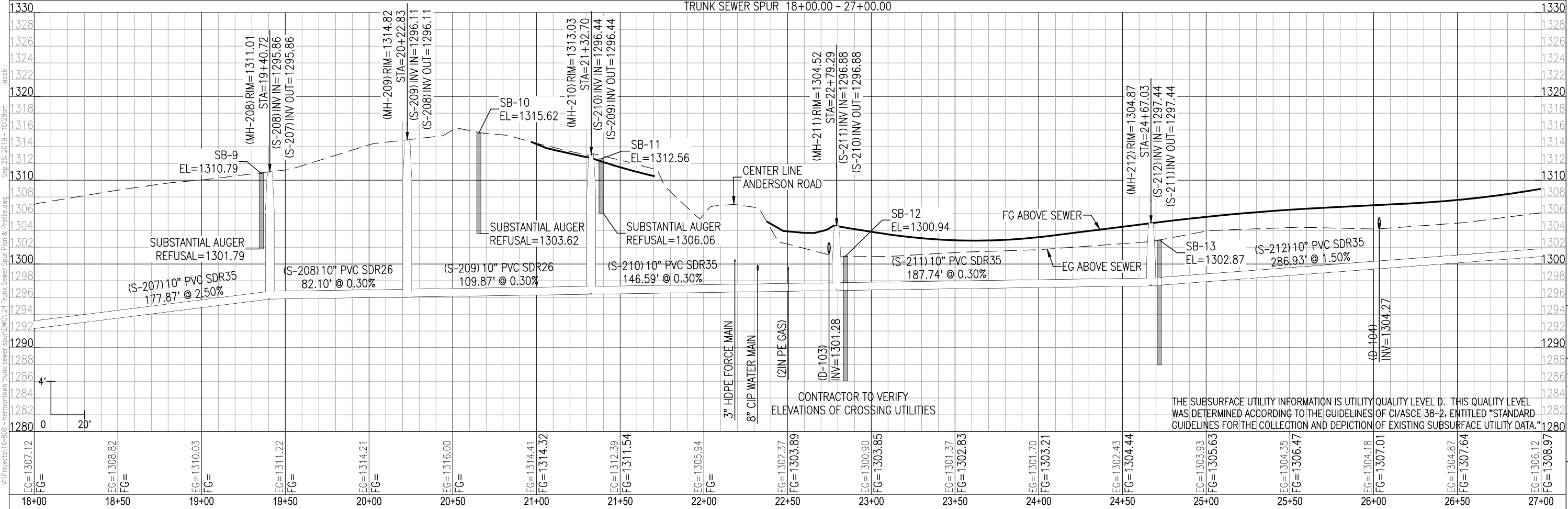
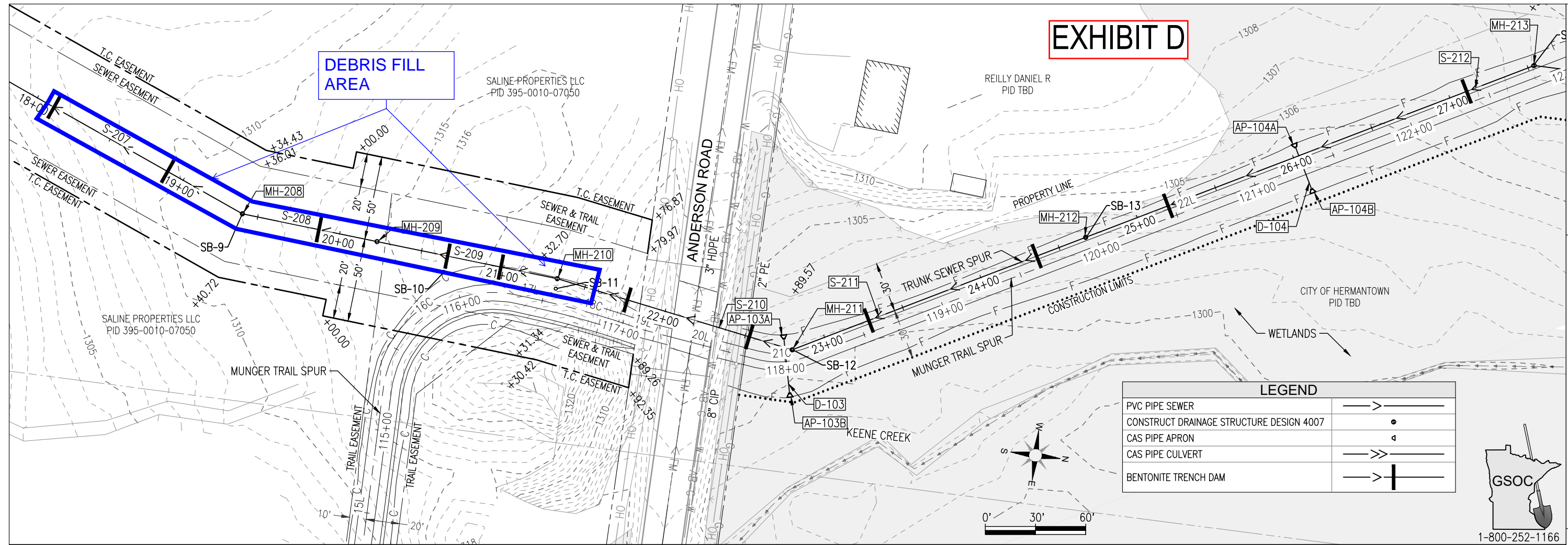
V:\Projects\16-808 - Hermon town trunk sewer spur.DWG, 24 Trunk Sewer Spur Plan & Profile.dwg Sep 26, 2019 10:29am jacob

1-800-252-1166

TRUNK SEWER SPUR 9+50.00 - 18+50.00

THE SUBSURFACE UTILITY INFORMATION IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

EXHIBIT D



I hereby certify that this plan, specification, or report was 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.

09/26/2019
Lic. No. 40926
Engineer: David G. Boif

TO: Mayor & City Council
FROM: John Mulder, City Administrator
DATE: October 28, 2020
SUBJECT: Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448



Meeting Date: 11/2/20

Agenda Item: 12-K **Resolution 2020-153**

REQUESTED ACTION

Approve Pay Application #8 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 #8 for the work associated with the Hermantown Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448 from Pay Application #7 through October 26, 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 #8 is **\$322,822.04**. The City will hold a 5% retainage of the completed construction through the duration of the project. This retainage amount stands at **\$154,026.36** 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 **\$322,822.04** be authorized at the November 2, 2020 City Council Meeting.

SOURCE OF FUNDS (if applicable)

Sales Tax

ATTACHMENTS

Pay Application #8

Resolution No. 2020-153

RESOLUTION APPROVING PAY REQUEST NUMBER 8 FOR SEWER IMPROVEMENT DISTRICT NO. 448 TO UTILITY SYSTEMS OF AMERICA, INC. IN THE AMOUNT OF \$322,822.04

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. 8 in the amount of \$322,822.04; 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. 8 provided that \$154,026.36 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. 8 is hereby approved.
2. The City is hereby authorized and directed to pay to Utility Systems of America, Inc. the sum of \$322,822.04 which is the amount represented on Pay Request No. 8.

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 November 2, 2020.

October 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 #8 for the work associated with the Hermantown Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448 from Pay Application #7 through October 26, 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 #8 is **\$322,822.04**. The City will hold a 5% retainage of the completed construction through the duration of the project. This retainage amount stands at **\$154,026.36** 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 **\$322,822.04** be authorized at the November 2, 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

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

Contractor's Application for Payment No. 8

Application Period: September 26, 2020 to October 26, 2020	Application Date: 10/27/2020
To (Owner): City of Hermantown	From (Contractor): Utility Systems of America, Inc.
Project: Trunk Sewer Spur & Munger Trail Spur - Sanitary Sewer Improvement District No. 448	Via (Engineer): Northland Consulting Engineers, LLP
Owner's Contract No.: Sanitary Sewer Improvement District No. 448	Contractor's Project No.: Engineer's Project No.: 16-808

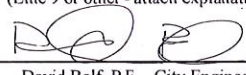
**Application For Payment
Change Order Summary**

Number	Additions	Deductions	
1	\$15,100.00		1. ORIGINAL CONTRACT PRICE..... \$ 4,209,784.30
2	\$28,900.00		2. Net change by Change Orders..... \$ 137,908.57
3	\$93,908.57		3. Current Contract Price (Line 1 ± 2)..... \$ 4,347,692.87
TOTALS			4. TOTAL COMPLETED AND STORED TO DATE
NET CHANGE BY CHANGE ORDERS \$137,908.57			See attached Pay Application Summary (Line E)..... \$ 53,080,527.12
			5. RETAINAGE:
			a. 5% X \$3,059,630.72 Work Completed..... \$ 152,981.54
			b. 5% X \$20,896.40 Stored Material..... \$ 1,044.82
			c. Total Retainage (Line 5.a + Line 5.b)..... \$ 154,026.36
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 2,926,500.76
			7. LESS PREVIOUS PAYMENTS (Line 8)..... \$ 2,603,678.72
			9. AMOUNT DUE THIS APPLICATION..... \$ 322,822.04
			10. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 - 4 + Line 5.c above)..... \$ 1,421,192.11

**Application For Payment
Previous Pay Application Summary**

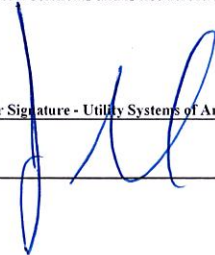
Number	Date	Amount
1	4/6/2020	\$ 455,588.49
2	5/4/2020	\$ 30,045.81
3	6/3/2020	\$ 101,408.63
4	7/6/2020	\$ 654,831.60
5	8/3/2020	\$ 188,378.58
6	9/2/2020	\$ 573,269.10
7	10/5/2020	\$ 600,156.51
8		
9		
10		
11		
12		
13		
14		
8. TOTALS		\$2,603,678.72

Payment of: \$ 322,822.04
(Line 9 or other - attach explanation of the other amount)

is recommended by:  10/28/2020
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: 10-28-20



Pay Application #8 - 10/27/20
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	
BASE BID														
1	2021.501	MOBILIZATION	LS	1.00	\$ 434,000.00	0.80	0.55	\$ 238,700.00	0.20	0.10	\$ 43,400.00	0.65	\$ 282,100.00	
2	2021.601	BLAST MONITORING/SURVEY	LS	1.00	\$ 45,000.00	1.00	0.75	\$ 33,750.00	-	-	\$ -	0.75	\$ 33,750.00	
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	14.50	\$ 21,750.00	3.50	3.50	\$ 5,250.00	18.00	\$ 27,000.00	
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	153	\$ 612.00	-	-	\$ -	153	\$ 612.00	
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	352	\$ 1,408.00	116	-	\$ -	352	\$ 1,408.00	
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	7,316	\$ 12,071.40	11,750	7,375	\$ 12,168.75	14,691	\$ 24,240.15	
19	2106.504	GEOTEXTILE FABRIC TYPE 5 (NON-WOVEN) (PATCHING)	SY	250	\$ 4.00	250	352	\$ 1,408.00	-	-	\$ -	352	\$ 1,408.00	
20	2106.507	EXCAVATION - COMMON	CY	20,683	\$ 11.00	16,760	10,000	\$ 110,000.00	3,923	3,200	\$ 35,200.00	13,200	\$ 145,200.00	
21	2106.507	COMMON EMBANKMENT (CV)	CY	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	1,952	\$ 40,992.00	2,300	1,967	\$ 41,307.00	3,919	\$ 82,299.00	
23	2106.507	SELECT GRANULAR EMBANKMENT MOD 7% (CV) (PATCHING)	CY	100	\$ 22.00	100	133	\$ 2,926.00	-	-	\$ -	133	\$ 2,926.00	
24	2106.601	DEWATERING	LS	1	\$ 50,000.00	0.80	0.60	\$ 30,000.00	0.20	0.15	\$ 7,500.00	0.75	\$ 37,500.00	
25	2106.601	TURF & WETLAND RESTORATION	LS	1	\$ 30,000.00	0.80	0.60	\$ 18,000.00	0.20	0.10	\$ 3,000.00	0.70	\$ 21,000.00	
26	2106.602	KEENE CREEK CROSSING	EACH	4	\$ 4,000.00	3	3	\$ 12,000.00	1	1	\$ 4,000.00	4	\$ 16,000.00	
27	2211.507	AGGREGATE BASE (CV) CLASS 5	CY	7,611	\$ 30.00	4,434	2,439	\$ 73,170.00	3,177	2,286	\$ 68,580.00	4,725	\$ 141,750.00	
28	2211.507	AGGREGATE BASE (CV) CLASS 5 (PATCHING)	CY	60	\$ 40.00	60	76	\$ 3,032.00	-	-	\$ -	76	\$ 3,032.00	
29	2301.509	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	37	\$ 5,698.00	-	-	\$ -	37	\$ 5,698.00	
32	2360.509	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3:C) (PATCHING)	TON	32	\$ 154.00	32	45	\$ 6,930.00	-	-	\$ -	45	\$ 6,930.00	
33	2412.503	3X6 PRECAST CONCRETE BOX CULVERT	LF	64	\$ 850.00	34	34	\$ 28,900.00	30	30	\$ 25,500.00	64	\$ 54,400.00	
34	2451.507	COARSE FILTER AGGREGATE (CV)	CY	1,045	\$ 24.00	1,045	287	\$ 6,888.00	-	-	\$ -	287	\$ 6,888.00	
35	2451.507	GRANULAR BACKFILL (LV)	CY	6,275	\$ 14.00	6,275	-	\$ -	-	-	\$ -	-	\$ -	
36	2451.507	STRUCTURE EXCAVATION, CLASS R	CY	4,825	\$ 52.00	4,825	3,563	\$ 185,276.00	-	18	\$ 936.00	3,581	\$ 186,212.00	
37	2501.502	12" CAS PIPE APRON	EACH	26	\$ 300.00	18	-	\$ -	8	8	\$ 2,400.00	8	\$ 2,400.00	
38	2501.502	15" CAS PIPE APRON	EACH	45	\$ 325.00	-	-	\$ -	45	44	\$ 14,300.00	44	\$ 14,300.00	
39	2501.503	12" CAS PIPE CULVERT	LF	328	\$ 50.00	230	-	\$ -	98	104	\$ 5,200.00	104	\$ 5,200.00	
40	2501.503	15" CAS PIPE CULVERT	LF	590	\$ 53.00	-	-	\$ -	590	610	\$ 32,330.00	610	\$ 32,330.00	
41	2503.503	8" PVC PIPE SEWER (SDR35)	LF	547	\$ 117.00	547	532	\$ 62,244.00	-	-	\$ -	532	\$ 62,244.00	
42	2503.503	10" PVC PIPE SEWER (SDR35)	LF	5,651	\$ 119.00	5,651	4,541	\$ 540,379.00	-	-	\$ -	4,541	\$ 540,379.00	
43	2503.503	10" PVC PIPE SEWER (SDR26)	LF	3,203	\$ 121.00	3,203	3,203	\$ 387,563.00	-	-	\$ -	3,203	\$ 387,563.00	
44	2503.602	BENTONITE TRENCH DAM	EACH	74	\$ 1,900.00	74	62	\$ 117,800.00	-	-	\$ -	62	\$ 117,800.00	
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	TELEWISE SANITARY SEWER	LF	9,401	\$ 2.50	9,401	-	\$ -	-	-	\$ -	-	\$ -	
48	2504.604	3" POLYSTYRENE INSULATION	SY	135	\$ 50.00	135	135	\$ 6,750.00	-	-	\$ -	135	\$ 6,750.00	
49	2506.502	CASTING ASSEMBLY	EACH	5	\$ 800.00	5	2	\$ 1,600.00	-	-	\$ -	2	\$ 1,600.00	
50	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	LF	508	\$ 525.00	508	479.53	\$ 251,753.25	-	-	\$ -	479.53	\$ 251,753.25	
51	2506.602	CASTING ASSEMBLY SPECIAL	EACH	33	\$ 800.00	33	11	\$ 8,800.00	-	-	\$ -	11	\$ 8,800.00	
52	2506.602	MANHOLE FRAME SEAL (EXTERNAL)	EACH	38	\$ 250.00	38	13	\$ 3,250.00	-	-	\$ -	13	\$ 3,250.00	
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	2563.601	TRAFFIC CONTROL	LS	0.90	\$ 27,500.00	0.80	0.40	\$ 11,000.00	0.10		\$ -	0.40	\$ 11,000.00
58	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1.00	\$ 1,000.00	0.80	0.40	\$ 400.00	0.20	0.10	\$ 100.00	0.50	\$ 500.00
59	2573.502	STORM DRAIN INLET PROTECTION	EACH	37	\$ 300.00	27		\$ 6,600.00	10	20	\$ 6,000.00	42	\$ 12,600.00
60	2573.503	FILTER BERM TYPE 4	LF	18,895	\$ 2.00	13,848	10,900	\$ 21,800.00	5,047	4,000	\$ 8,000.00	14,900	\$ 29,800.00
61	2573.503	SILT FENCE: TYPE MS	LF	8,463	\$ 2.25	3,541	16,486	\$ 37,093.50	4,922	5,924	\$ 13,329.00	22,410	\$ 50,422.50
62	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LF	18,895	\$ 2.75	13,848	2,220	\$ 6,105.00	5,047	700	\$ 1,925.00	2,920	\$ 8,030.00
63	2573.601	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	1,795	516	\$ 851.40	1,482	109	\$ 179.85	625	\$ 1,031.25
65	2575.505	SEEDING	ACRE	16.75	\$ 60.00	14.00	7.00	\$ 420.00	2.75	2.75	\$ 165.00	9.8	\$ 585.00
66	2575.508	SEED MIXTURE 36-311 (UPLAND)	LB	775	\$ 35.00	550	275	\$ 9,625.00	225	225	\$ 7,875.00	500	\$ 17,500.00
67	2575.508	SEED MIXTURE 34-371 (WETLAND)	LB	575	\$ 75.00	450	225	\$ 16,875.00	125	125.0	\$ 9,375.00	350	\$ 26,250.00
68	2575.605	MULCH MATERIAL TYPE 1	ACRE	16.75	\$ 700.00	14.00	7.00	\$ 4,900.00	2.75	2.75	\$ 1,925.00	9.8	\$ 6,825.00
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		\$ -		\$ -
BID ALTERNATE #1 - MAINTENANCE ROAD PAVING													
72	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3:B)	TON	425	\$ 80.00	-		\$ -	425		\$ -		\$ -
BID ALTERNATE #2 - MAINTENANCE ROAD ALONG MAPLE GROVE													
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		\$ -		\$ -
CHANGE ORDERS													
85	CO #1	CHANGE ORDER #1 - WATER MAIN STUB - ANDERSON ROAD	LS	1	\$ 15,100.00	1.00	1.00	\$ 15,100.00			\$ -	1.00	\$ 15,100.00
86	CO #2	CHANGE ORDER #2 - 3X6 BOX CULVERT	LF	34	\$ 850.00	34.00	34.00	\$ 28,900.00			\$ -	34.00	\$ 28,900.00
87	CO #3	CHANGE OEDER #3 - 15" RCP CUL, CMP CULVERTS, DEBRIS	LS	1	\$ 93,908.57	1.00	1.00	\$ 93,908.57			\$ -	1.00	\$ 93,908.57

TRUNK SEWER SPUR COST	MUNGER TRAIL SPUR COST	TOTAL AMOUNT EARNED
\$2,659,969.12	\$399,661.60	\$3,059,630.72

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	\$4,347,692.57

A. PREVIOUS MATERIALS STORED/ON HAND	\$ 208,963.98
B. % CONSTRUCTED (Line A x -%)	-90%
C. ADDED MATERIALS STORED/ON HAND	\$ -
D. TOTAL COST OF MATERIALS STORED/ON HAND (Line A+B+C)	\$ 20,896.40

E. TOTAL COMPLETED & STORED TO DATE (Total Amount Earned + Line D)	\$3,080,527.12
F. 5% RETAINAGE (Line E x 5%)	\$ 154,026.36
G. LESS PREVIOUS PAY APPS	\$ 2,603,678.72

PAY APPLICATION #8 (Line E - F - G)	\$ 322,822.04
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Resolution No. 2020-154

RESOLUTION APPROVING FINAL COMPENSATING CHANGE ORDER NUMBER 4 & PAY REQUEST NUMBER 6 FOR 2020 ROAD IMPROVEMENT DISTRICT NO. 531 & NO. 532 TO ULLAND BROTHERS, INC. IN THE AMOUNT OF \$293,114.95

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 Final Compensating Change Order No. 4 which reflects the differences between the original contract quantities and the final construction quantities.

1. Increase contract in the amount of \$78,122.22 to adjust the contract quantities to match the actual construction quantities for the project; and

WHEREAS, Ulland Brothers, Inc. has recommended such Final Compensating Change Order No. 4; and

WHEREAS, Northland Consulting Engineers LLP has approved such Final Compensating Change Order No. 4.

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. 6 in the amount of \$293,114.95; 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. 6 provided that \$30,000.00 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. Final Compensating Change Order No. 4 is hereby approved.
2. Pay Request No. 6 is hereby approved.
3. The City is hereby authorized and directed to pay to Ulland Brothers, Inc. the sum of \$293,114.95 which is the amount represented on Pay Request No. 6.

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 November 2, 2020.



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

October 28, 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

Dear Mr. Mulder,

The Contractor for the above-referenced project, Ulland Brothers, Inc. has submitted Pay Application 6, along with Change Order #4, Final Compensating Change Order, for this project and has requested approval by City Council at its November 2, 2020 meeting.

I recommend that the City approve payment to Ulland Brothers, Inc. in the amount of \$293,114.95 as shown in Pay Application 6. Retainage, in the amount of \$30,000, has been withheld and is reflected in the recommended payment amount. The Final Compensating Change Order is in the amount of \$78,212.22 and reflects the differences between the original contract quantities and the final constructed quantities.

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: David Bolf, City Engineer (NCE)

Date of Issuance: 10/25/2020	Effective Date: 10/25/2020
Owner: City of Hermantown	Owner's Contract No.:
Contractor: Ulland Brothers, Inc	Contractor's Project No.:
Engineer: TKDA	Engineer's Project No.: 17857.000
Project: Hermantown SID 532 & 532, MSA 202-101-005	Contract Name:

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

Description: This Final Compensating Change Order (FC CO) adjusts the contract quantities to match the actual construction quantities for the project.

Attachments: See attached Final Compensating Change Order Justification with final compensating amounts for changes to the contract quantities.

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>September 19, 2020</u> Ready for Final Payment: <u>September 19, 2020</u> days or dates
Increase from previously approved Change Orders No. 1 to No. <u>3</u> : \$ <u>27,762.62</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>3</u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: \$ <u>2,263,542.12</u>	Contract Times prior to this Change Order: Substantial Completion: <u>October 3, 2020</u> Ready for Final Payment: _____ days or dates
Increase of this Change Order: \$ <u>78,212.22</u>	Increase of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates
Contract Price incorporating this Change Order: \$ <u>2,341,754.34</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>October 3, 2020</u> Ready for Final Payment: _____ days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>
Engineer (if required)	David Bolf, P.E.	Contractor (Authorized Signature)
Title: <u>Project Manager</u>	Title: <u>City Engineer</u>	Title: <u>PROJECT MANAGER</u>
Date: <u>10/28/2020</u>	Date: <u>10/28/20</u>	Date: <u>10-28-20</u>

Approved by Funding Agency (if applicable)


By: _____ Date: _____
Title: _____

PAY ESTIMATE #6 - 10/26/2020
CITY OF HERMANTOWN DISTRICTS 531 & 532, S.A.P. 202-102-005


ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT OF MEASURE	CONTRACT QUANTITIES	ULLAND UNIT COST	TOTAL CONTRACT COST	FINAL QUANTITIES	TOTAL CONSTRUCTION COST
1	2021.501	MOBILIZATION	LUMP SUM	1	\$ 16,210.21	\$ 16,210.21	1	\$ 16,210.21
2	2101.501	CLEARING & GRUBBING	LUMP SUM	1	\$ 30,000.00	\$ 30,000.00	1	\$ 30,000.00
3	2101.524	CLEARING	TREE	80	\$ 250.00	\$ 20,000.00	170	\$ 42,500.00
4	2101.524	GRUBBING	TREE	80	\$ 200.00	\$ 16,000.00	156	\$ 31,200.00
5	2104.502	REMOVE SIGN TYPE SPECIAL	EACH	100	\$ 28.20	\$ 2,820.00	100	\$ 2,820.00
6	2104.502	SALVAGE SIGN TYPE SPECIAL	EACH	2	\$ 56.40	\$ 112.80	2	\$ 112.80
7	2104.502	SALVAGE SIGN TYPE C	EACH	2	\$ 56.40	\$ 112.80	1	\$ 56.40
8	2104.502	REMOVE SIGN TYPE C	EACH	24	\$ 56.40	\$ 1,353.60	24	\$ 1,353.60
9	2104.502	REMOVE MAIL BOX SUPPORT	EACH	100	\$ 50.50	\$ 5,050.00	100	\$ 5,050.00
10	2104.502	REMOVE HYDRANT	EACH	3	\$ 600.00	\$ 1,800.00	4	\$ 2,400.00
11	2104.502	REMOVE GATE VALVE AND BOX	EACH	14	\$ 300.00	\$ 4,200.00	4	\$ 1,200.00
12	2104.502	REMOVE CURB STOP AND BOX	EACH	9	\$ 425.00	\$ 3,825.00	8	\$ 3,400.00
13	2104.503	REMOVE PIPE CULVERTS	LIN FT	3004	\$ 17.00	\$ 51,068.00	2991	\$ 50,847.00
14	2104.503	REMOVE WATER MAIN	LIN FT	668	\$ 14.00	\$ 9,352.00	610	\$ 8,540.00
15	2104.503	REMOVE WATER SERVICE	LIN FT	239	\$ 17.00	\$ 4,063.00	215	\$ 3,655.00
16	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	34	\$ 4.00	\$ 136.00	11	\$ 44.00
17	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	1245	\$ 1.60	\$ 1,992.00	1178	\$ 1,884.80
18	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	2741	\$ 5.00	\$ 13,705.00	2694	\$ 13,470.00
19	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	8568	\$ 4.00	\$ 34,272.00	8489	\$ 33,956.00
20	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	132	\$ 8.00	\$ 1,056.00	17	\$ 136.00
21	2105.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	22994	\$ 2.30	\$ 52,886.20	22552	\$ 51,869.60
22	2105.507	COMMON EXCAVATION (P)	CU YD	14708	\$ 24.00	\$ 352,992.00	14962	\$ 359,088.00
23	2105.507	SELECT GRANULAR BORROW MOD 7% (CV)	CU YD	7188	\$ 27.00	\$ 194,076.00	7528	\$ 203,256.00
24	2105.507	ROCK EXCAVATION	CU YD	50	\$ 280.00	\$ 14,000.00	77	\$ 21,560.00
25	2118.507	AGGREGATE SURFACING (CV) CLASS 5	CU YD	934	\$ 51.00	\$ 47,634.00	934	\$ 47,634.00
26	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	2583	\$ 43.00	\$ 111,069.00	2583	\$ 111,069.00
27	2215.504	FULL DEPTH RECLAMATION	SQ YD	14129	\$ 1.50	\$ 21,193.50	14129	\$ 21,193.50
28	2357.606	BITUMINOUS MATERIAL FOR SHOULDER TACK	GAL	1072	\$ 3.00	\$ 3,216.00	0	\$ -
29	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3;C)	TON	3220	\$ 77.00	\$ 247,940.00	3379	\$ 260,183.00
30	2360.509	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3;C)	TON	3602	\$ 65.00	\$ 234,130.00	3594	\$ 233,610.00
31	2501.502	15" RC PIPE APRON	EACH	16	\$ 960.00	\$ 15,360.00	18	\$ 17,280.00
32	2501.502	24" RC PIPE APRON	EACH	4	\$ 1,100.00	\$ 4,400.00	4	\$ 4,400.00
33	2501.502	30" RC PIPE APRON	EACH	2	\$ 1,300.00	\$ 2,600.00	2	\$ 2,600.00
34	2501.502	36" RC PIPE APRON	EACH	2	\$ 1,700.00	\$ 3,400.00	2	\$ 3,400.00
35	2501.502	44" SPAN RC PIPE APRON	EACH	2	\$ 2,100.00	\$ 4,200.00	2	\$ 4,200.00
36	2501.503	15" RC PIPE CULVERT	LIN FT	340	\$ 93.00	\$ 31,620.00	372	\$ 34,596.00
37	2501.503	24" RC PIPE CULVERT	LIN FT	97	\$ 110.00	\$ 10,670.00	70	\$ 7,700.00
38	2501.503	30" RC PIPE CULVERT	LIN FT	48	\$ 142.00	\$ 6,816.00	48	\$ 6,816.00
39	2501.503	36" RC PIPE CULVERT	LIN FT	56	\$ 176.00	\$ 9,856.00	48	\$ 8,448.00
40	2501.503	44" SPAN RC PIPE CULVERT CL IIA	LIN FT	34	\$ 262.00	\$ 8,908.00	34	\$ 8,908.00
41	2501.503	15" CS PIPE CULVERT	LIN FT	3745	\$ 38.00	\$ 142,310.00	3839	\$ 145,882.00
42	2501.503	18" CS PIPE CULVERT	LIN FT	62	\$ 43.00	\$ 2,666.00	32	\$ 1,376.00
43	2503.602	SANITARY SEWER SPOT REPAIRS	EACH	1	\$ 7,500.00	\$ 7,500.00	0	\$ -
44	2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1	\$ 40,000.00	\$ 40,000.00	1	\$ 40,000.00
45	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	14	\$ 1,900.00	\$ 26,600.00	5	\$ 9,500.00
46	2504.602	RELOCATE HYDRANT & VALVE	EACH	12	\$ 2,900.00	\$ 34,800.00	1	\$ 2,900.00
47	2504.602	HYDRANT	EACH	3	\$ 5,400.00	\$ 16,200.00	4	\$ 21,600.00
48	2504.602	CURB STOP & BOX	EACH	8	\$ 965.00	\$ 7,720.00	8	\$ 7,720.00
49	2504.602	6" GATE VALVE AND BOX	EACH	3	\$ 2,800.00	\$ 8,400.00	3	\$ 8,400.00
50	2504.602	MAGNETIZED TRACER BOX	EACH	22	\$ 340.00	\$ 7,480.00	12	\$ 4,080.00
51	2504.602	WATER SERVICE TAP & HOOKUP	EACH	8	\$ 1,120.00	\$ 8,960.00	8	\$ 8,960.00
52	2504.603	8" HDPE WATER MAIN SDR 11	LIN FT	610	\$ 114.00	\$ 69,540.00	610	\$ 69,540.00
53	2506.502	ADJUST FRAME AND RING CASTING	EACH	24	\$ 1,700.00	\$ 40,800.00	24	\$ 40,800.00
54	2511.507	RANDOM RIPRAP CLASS III	CU YD	187	\$ 98.00	\$ 18,326.00	217	\$ 21,266.00
55	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	132	\$ 95.00	\$ 12,540.00	0	\$ -
56	2540.602	MAIL BOX SUPPORT	EACH	102	\$ 106.00	\$ 10,812.00	101	\$ 10,706.00
57	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$ 4,000.00	\$ 4,000.00	1	\$ 4,000.00
58	2564.502	INSTALL SIGN TYPE SPECIAL	EACH	2	\$ 225.00	\$ 450.00	2	\$ 450.00
59	2564.502	SIGN PANELS TYPE SPECIAL	EACH	102	\$ 96.00	\$ 9,792.00	102	\$ 9,792.00
60	2564.518	SIGN PANELS TYPE C	SQ FT	150	\$ 57.00	\$ 8,550.00	150	\$ 8,550.00

ITEM NO.	SPEC. NO.	ITEM DESCRIPTION	UNIT OF MEASURE	CONTRACT QUANTITIES	ULLAND UNIT COST	TOTAL CONTRACT COST	FINAL QUANTITIES	TOTAL CONSTRUCTION COST
61	2573.501	EROSION CONTROL SUPERVISOR	LUMP SUM	1	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
62	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	16311	\$ 3.00	\$ 48,933.00	16997	\$ 50,991.00
63	2574.507	COMMON TOPSOIL BORROW	CU YD	978	\$ 26.00	\$ 25,428.00	1292	\$ 33,592.00
64	2574.508	FERTILIZER TYPE 1 (20-10-20)	POUND	534	\$ 0.76	\$ 405.84	526	\$ 399.76
65	2575.504	EROSION CONTROL BLANKETS, CATEGORY 3N	SQ YD	7345	\$ 1.70	\$ 12,486.50	12281	\$ 20,877.70
66	2575.504	SODDING TYPE LAWN	SQ YD	10278	\$ 6.00	\$ 61,668.00	15013	\$ 90,078.00
67	2575.505	SEEDING	ACRE	2.0	\$ 455.00	\$ 910.00	2.7	\$ 1,228.50
68	2575.508	SEED MIXTURE 25-151	POUND	183	\$ 3.75	\$ 686.25	292	\$ 1,095.00
69	2580.503	INTERIM PAVEMENT MARKING	LIN FT	7638	\$ 0.40	\$ 3,055.20	7638	\$ 3,055.20
70	2582.503	4" SOLID LINE MULTI-COMPONENT GROUND IN	LIN FT	5092	\$ 0.90	\$ 4,582.80	5092	\$ 4,582.80
71	2582.503	4" DOUBLE SOLID LINE MULTI-COMPONENT GROUND IN	LIN FT	2546	\$ 1.80	\$ 4,582.80	2546	\$ 4,582.80
72	C/O #1	ADDITIONAL SUBCUT ON PORTLAND	LUMP SUM	0	\$ 23,677.62		1	\$ 23,677.62
73	C/O #2	CONCRETE FLUME AND PAVER DRIVEWAYS	LUMP SUM	0	\$ 4,085.00		1	\$ 4,085.00
74	C/O #3	CONTRACT EXTENSION	N/A	N/A	\$ -		N/A	\$ -
75	FC C/O	THREE PAVER DRIVEWAYS	LUMP SUM	0	\$ 6,375.00		1	\$ 6,375.00
76	FC C/O	TRIM RCP APRON	LUMP SUM	0	\$ 850.00		1	\$ 850.00
77	FC C/O	YTS MOBILIZATION	LUMP SUM	0	\$ 6,000.00		1	\$ 6,000.00
78	FC C/O	SIDEWALK 3799 ALEXANDER	LUMP SUM	0	\$ 1,100.00		1	\$ 1,100.00
79	FC C/O	INSTALL 36" CMP CULVERT	LUMP SUM	0	\$ 3,308.80		1	\$ 3,308.80
80	FC C/O	BUILD UP DITCH SLOPES (LABOR)	LUMP SUM	0	\$ 12,206.25		1	\$ 12,206.25

This is to certify that the items of work shown in this estimate have been actually furnished and completed for this project in accordance with the plans and specifications.


 Jon Loye, PE, Project Manager, TKDA
 10/27/2020
 Date


 David Bolf, PE, City Engineer, Northland Consulting Engineers, LLP
 10/28/20
 Date


 David Nelson, Project Manager, Ulland Brothers, Inc
 Date

AMOUNT EARNED	\$ 2,341,754.34
RETAINAGE	\$ 30,000.00
LESS PAY EST. #1	\$ 342,115.41
LESS PAY EST. #2	\$ 226,719.92
LESS PAY EST. #3	\$ 533,834.16
LESS PAY EST. #4	\$ 456,777.67
LESS PAY EST. #5	\$ 459,192.23
PAY EST. #6 (incl. retainage)	\$ 323,114.95
PAYMENT THIS ESTIMATE	\$ 293,114.95
TOTAL PAYMENT FINAL	\$ 2,341,754.34

ORIGINAL CONTRACT AMOUNT	\$ 2,235,779.50
CHANGE ORDER 1	\$ 23,677.62
CHANGE ORDER 2	\$ 4,085.00
CHANGE ORDER 3	\$ -
FINAL COMPENSATING CHANGE ORDER	\$ 78,212.22
TOTAL CHANGE ORDER AMOUNT	\$ 105,974.84

FINAL CONTRACT AMOUNT \$ 2,341,754.34

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



DATE: October 28, 2020 **Meeting Date:** 11/2/20

SUBJECT: Addendum to TKDA Contract **Agenda Item: 12-M** **Resolution 2020-155**

REQUESTED ACTION

Approve amended Engineering Contract with TKDA for the 2020 Road Improvement Program

BACKGROUND

On September 28, 2020, TKDA provide a proposed amendment to the Engineering Contract for the 2020 Road Improvement program requesting an additional \$41,676 in compensation. That request is attached. I reviewed their request with the Public Works Director and City Engineer and then met with representatives with TKDA to discuss their request.

Based on our discussion, staff recommends that the City provide an additional \$22,229 in compensation and that TKDA would only be responsible for the work outlined on Exhibit A of the contract addendum.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

TKDA Request

Resolution No. 2020-155

**RESOLUTION AUTHORIZING AND DIRECTING MAYOR AND CITY CLERK TO EXECUTE
ADDENDUM TO ENGINEERING CONTRACT FOR THE 2020 ROAD IMPROVEMENT
PROGRAM**

WHEREAS, the City of Hermantown (“City” and “Owner”) has entered into an engineering Contract with Toltz, King, Duvall, Anderson And Associates, Inc. D/B/A TKDA (“Contractor”) on the 5th day of August, 2019 for the engineering for the 2020 Road Improvement Program (“Project”); and

WHEREAS, the City of Hermantown and Contractor have identified issues with regard to the engineering of the “Project” and have developed what City and Contractor believes is a mutually acceptable solution to the issues which is set forth in the Addendum; and

WHEREAS, such changes to construction contract are described on Exhibit A, a copy of which is attached hereto; and

WHEREAS, the City Council has given due consideration to such Addendum to Engineering Contract.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota, that the Mayor and City Clerk are hereby authorized and directed to execute and deliver on behalf of the City of Hermantown, Addendum to Engineering Contract for the 2020 Road Improvement Project

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 on November 2, 2020.

**ADDENDUM TO ENGINEERING CONTRACT
FOR STREET IMPROVEMENT DISTRICTS #531 AND #532
(2020 STREET IMPROVEMENT PROGRAM)**

THIS ADDENDUM TO ENGINEERING is made effective as of the ____ day of _____, 2020, by and between the **City of Hermantown** (“City” and “Owner”) and **Toltz, King, Duvall, Anderson and Associates, Inc. d/b/a TKDA**, (“Contractor”) in response to the following situation:

- A. City and Contractor entered into a Engineering Contract dated the 5th day of August, 2019 for the design and construction engineering services for improvements to roads located in Street Improvement Districts #531 and #532 (“Project”).
- B. The City and Contractor have identified issues with regard to the design and construction engineering services of the “Project” and have developed what City and Contractor believes is a mutually acceptable solution to the issues which is set forth in this Addendum.

NOW, THEREFORE, City and Contractor hereof agree as follows:

- 1. Contractor will, at its cost and expense, prior to _____, __ 2020 perform the necessary work as listed in Exhibit A.
- 2. City will, upon the completion of the items listed in Exhibit A pay \$23,229 to Contractor.
- 3. The City Administrator will name a person to act as its representative for inspection and questions regarding the work described in Exhibit A.
- 4. All of the terms of the Engineering Contract For Street Improvement Districts #531 And #532 (2020 Street Improvement Program) not modified by this Addendum shall remain in full force and effect.

[SIGNATURES APPEAR ON NEXT PAGE]

IN WITNESS WHEREOF, City and Contractor have caused this Addendum to be executed as of the date first above-written.

CITY:
City of Hermantown

By _____
Its Mayor

And By _____
Its City Clerk

ENGINEER:
Toltz, King, Duvall, Anderson
and Associates, Inc. d/b/a TKDA

By _____
Its _____

And By _____
Its _____

EXHIBIT A

The only remaining obligations TKDA will have under this contract include:

1. Replace a survey lot corner at 3751 Alexander Road
2. Prepare the next pay request and any outstanding change order.
3. Prepare a “punch list” of items the contractor is yet to complete and sign off on the substantial completion for the remainder of the project. (The final follow-up on the punch list items will not be a TKDA responsibility.)
4. Provide record drawings for the project in both paper and electronic format.
5. In addition to the record drawings, TKDA will provide all project documents, including but not limited to minutes, inspection notes, etc.



September 28, 2020

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

Re: Amendment 1 to TKDA Engineering Contract
Hermantown SID 531 & 532, MSA 202-102-005
TKDA Project No 17587.000

Dear Mr Mulder:

Pursuant to communications I've had with David Bolf and Paul Senst, attached please find a summary of additional work that TKDA will/has provided as related to the design and construction of the above-referenced project. This additional work has been caused by: 1.) issues related to the performance of the contractor, and 2.) changes requested by the City Engineer. We respectfully submit this request to amend our original contract amount approved by City Council on August 5, 2019.

With regards to the contractor related issues, we based our staking and inspection time requirement on the anticipated inspection time included in the Request for Proposals. Those hours have now been exceeded. A large part of this variance in time/fee is due to the fact that the Contractor has required more staking and field assistance than was indicated in our original proposal. We had anticipated a number of hours would be required for staking work and estimated that our inspection staff could perform most of that work. However, the reality was that the Contractor often required a dedicated staking person or crew along with an inspector in the field, thereby increasing the amount of manpower TKDA had to deliver to keep the work moving on schedule.

During construction, additional work was requested by the City Engineer which was outside the scope of our original contract for engineering services. These design changes are noted in detail on the attached summary. Finally, the project has officially been extended and our services in the field have also been requested/extended, again adding time to the work included in our contract.

The additional fees will not exceed \$41,676 which results in a total Project not to exceed amount of \$228,476. As you know, there were some discrepancies with culvert elevations in the original plan that was used for Johnson Road. TKDA has agreed to absorb the cost of reconstructing/moving those culverts and we have not included any of the time spent in analyzing, re-designing, or re-staking those culverts in this amendment request.

If you have any questions, please contact Jon Loye at 218.391.5877 or jon.loye@tkda.com. Thank you in advance for your consideration of this request for a contract amendment.

Sincerely,

Handwritten signature of Jon Loye in blue ink.

Jon Loye, P.E.
Project Manager

Handwritten signature of Jeff Goetzman in black ink.

Jeff Goetzman, P.E.
Group Manager

cc: Doug Fischer, PE, Vice President of Municipal Services

JML:siv



Supplemental Fee Estimate

Re: TKDA Additional Work Scope and Amendment Request
Hermantown SID 531 & 532, MSA 202-102-005
TKDA Project No 17587.000

Original TKDA Contract: \$186,800

Work performed outside the scope of the original Request for Proposals and Addendum 1:

1. When Portland Road was excavated for the watermain replacement, bedrock was discovered. Even with the City's geotechnical information, this was an unknown condition. Because of this unknown condition, a new roadway profile needed to be drawn, raising the road profile approximately 1 foot in the area of the rock. In order to accomplish this, our team spent an additional 4 hours of design time and 4 hours of additional re-staking time for a total cost of \$696.
2. The bituminous millings from Alexander Road offered an opportunity to strengthen the Johnson Road typical section and create a more substantial road base. TKDA was directed to re-survey the road with the additional material (2 hrs), re-draw the centerline profile to ensure connections to driveways, vertical curves, and tie-in points would be acceptable (2 hrs)), and finally re-stake the centerline as necessary for construction (3 hrs) for a total cost of \$591.
3. Hermantown Road was designed with a typical section which included 2-foot deep ditches throughout the length of the project. This was discussed and approved by the City Engineer during design. When the road was walked shortly before construction began, it was determined that ditches should be matched much more closely to the existing ditches, whether deeper or shallower. This involved re-staking a substantial number of culverts after it was determined the culverts had been staked according to the plans. This was determined to be an additional 7 hours of work for a total of \$567.
4. Portland Road was designed to be located in the middle of the ROW and maintain a straight alignment through the entire road length. During construction, City staff determined that Portland Road should be relocated several feet to the south. As a result, the construction plans were adjusted to determine the geometrics of the new alignment requiring additional design time as well as staking time in the field. This has been determined to be 4 hours of design time and 4 hours of additional time for re-staking culverts to the new centerline alignment for a total cost of \$696.
5. In the Request for Proposals, it was specified that bidders use 680 hours (17 weeks, 40 hours/wk) for inspection time. Our inspectors spent many hours of overtime due to many 50+ hour work weeks in addition to the fact that we are now in week 19 of construction and the project is still not completed. At the weekly construction meeting held today, September 16, 2020, it was suggested by Ulland Brothers that they'd still have people onsite to perform ditching, shouldering, mailbox installation, sodding/landscaping, and other punchlist items for at least another week. We've been asked to be onsite and to perform inspection work as well as contract administration for close out of the project. The total additional inspection time is 207 hours (as of September 19, 2020) and we anticipate the need for an additional 80 hours the weeks of September 21st and September 28th. This gives a total additional effort on project inspection of 287 hours, for which our additional fee is estimated to be \$26,691.
6. Staking has also been an ongoing issue. Construction staking does not appear to have been included as a service in the Request for Proposals. Oftentimes, our firm would have our inspector also handle most of the onsite staking if it is required. However, due to the Contractor concerns about having an inspector immediately available, it was not feasible to have our inspector perform both construction inspection and construction staking. This required that we mobilize a second and separate crew for a total of 135 hrs totaling \$10,935.

7. TKDA has been instructed to replace a survey lot corner that was removed by Ulland Brothers during ditching activities at 3751 Alexander Road. While we are happy to replace the missing corner, it will require a licensed surveyor to perform the work, at an estimated cost of \$1,500. We respectfully request that our contract be amended to include this work as well.

In summary, there are considerable additional hours of work performed by TKDA staff on this project to-date and expected to be performed through the end of the project. The total cost for this extra work as shown in Items 1 through 6 is \$41,676. We feel these costs are above and beyond the original scope of the Request for Proposal and are reasonable based on the work requested during construction. It should be noted that Ulland Brothers has had 5 different superintendents/foremen on this project, requiring additional effort on behalf of TKDA that could not have been anticipated in neither your RFP nor our proposal. Please let me know if you have any questions regarding this summary. Upon approval, we will prepare a formal contract amendment for execution by the City Council.

Current TKDA Contract:	\$186,800
Total Amendment #1:	\$ 41,676
Total Contract as Amended:	\$228,476

- Includes inspection hours exceeding 680 in the RFP, including anticipated hours for construction observation through October 3, 2020 final completion.

