



Hermantown City Council Meeting – December 7, 2020

Because attendance at the regular meeting location is not feasible due to the health pandemic, Hermantown’s December 7, 2020, City Council Meeting, as well as Pre-Agenda Meeting, will be conducted remotely with no access to Council Chambers.

Both meetings will utilize the platform “Zoom” – which allows the public to view and/or hear the meeting from their phone or computer. A reminder that City Hall is still closed at this time due to the global health pandemic.

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

<https://us02web.zoom.us/j/87542949301?pwd=RWRraHJObTEyNCtiOS9ldnk3cXpoZz09>

and/or by calling the number (312) 626-6799 and utilizing the meeting ID number of 875-4294-9301 and the passcode of 063176.

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 “December 7, 2020, Meeting.” It is important to note that all comments regarding the December 7, 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/86804841248?pwd=OUN3WE9rb2lxVGMyV3ViSFB5ZWE5QT09>

and/or by calling the number (312) 626-6799 and utilizing the meeting ID number 868-0484-1248 and the password 416910. 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, December 7, 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 December 7, 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, December 7, 2020 at 4:30 p.m.
Large Conference Room
Hermantown Governmental Services Building**

**City Council Meeting December 7, 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.)*
 - A. **Truth In Taxation Hearing**
 - 2020-161** Resolution Adopting The Final 2020 Property Tax Levy Collectible In 2021 In The Amount Of \$6,502,851

(motion, roll call)
 - 2020-162** Resolution Adopting The Final 2021 City General Fund Budget In The Amount Of \$6,288,201 And Overall Budget Of \$20,475,938

(motion, roll call)
6. **COMMUNICATIONS**
 - A. **20-183** MN Dept. of Transportation
TO: City of Hermantown
RE: Intersection – Hwy 194/Hwy 53
 - B. **20-184** Greg Zimmerman, Planning & Zoning Commission Member
TO: Eric Johnson, Community Development Director
RE: Resignation
 - C. **20-185** Dave Berg Consulting, LLC
TO: John Mulder, City Administrator
RE: Water/Sewer Bill Analysis

7. **PRESENTATIONS** *(Department Heads may give reports if necessary.)*
- A. Eric Johnson, Community Development Director *(Pre-Agenda Only)*
RE: [Munger Trail Signage & Security](#)
 - B. John Mulder, City Administrator *(Pre-Agenda Only)*
RE: Community Recreation Initiative Update
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 [November 16, 2020 City Council Continuation Minutes](#)
 - B. **Accounts Payable** – Approve general city warrants from November 16, 2020 through November 30, 2020 in the amount of \$570,701.99

(motion, roll call)
10. **MOTIONS**
11. **ORDINANCES**
12. **RESOLUTIONS** *(Roll call will be taken only on items required by law and items requiring 4/5's votes, all others can be done by voice vote.)*
- A. **2020-163** Resolution Approving The CARES Final Funding Report

(motion, roll call)
 - B. **2020-164** Resolution Authorizing The Disposal Of Surplus City Property

(motion, roll call)
 - C. **2020-165** Resolution Authorizing The Disposal Of Surplus City Property

(motion, roll call)
 - D. **2020-166** Resolution Receiving Preliminary Engineering Report And Calling For Public Hearing For Street Improvement District No. 539

(motion, roll call)

- E.** **2020-167** Resolution Authorizing And Directing Mayor And City Clerk Approve Partner Sponsorship For The City Of Hermantown To Attend The 2021 Duluth & St. Louis County At The Capitol Days

(motion, roll call)

- F.** **2020-168** Resolution Approving Final Plans And Specifications And Ordering Advertisement For Bids For 2021 Road Improvement District No. 536

(motion, roll call)

- G.** **2020-169** Resolution Approving Change Order Number 4 For Sewer Improvement District No. 448

(motion, roll call)

- H.** **2020-170** Resolution Approving Pay Request Number 9 For Sewer Improvement District No. 448 To Utility Systems Of America, Inc. In The Amount Of \$118,902.95

(motion, roll call)

- 13.** **RECESS**

Notice of Proposed Total Budget and Property Taxes

The Hermantown city council will hold a public hearing on the budget and on the amount of property taxes it is proposing to collect to pay for the cost of services the city will provide in 2021.

EXPENDITURES: The General Fund budget amounts below compare the city's 2020 General Fund budget with the amount the city proposes to spend in 2021.

<u>2020 Adopted Budget</u>	<u>Proposed 2021 Budget</u>	<u>Change from 2020 - 2021</u>
\$6,133,120	\$6,288,201	2.53%

TAXES: The property tax amounts below compare that portion of the current budget levied in property taxes in the city of Hermantown for 2020 with the property taxes the city proposes to collect in 2021.

<u>2020 Property Taxes</u>	<u>Proposed 2021 Property Taxes</u>	<u>Change from 2020 - 2021</u>
\$6,219,094	\$6,502,851	4.56%

LOCAL TAX RATE COMPARISON: The following compares the city's current local tax rate to the city's proposed tax rate for 2020.

<u>2020 Tax Rate</u>	<u>2021 Proposed Tax Rate</u>	<u>Change from 2020-2021</u>
42.89%	43.74%	1.96%

Attend the Public Hearing

All Hermantown residents are invited to attend the public hearing of the city council to express their opinions on the budget and on the proposed amount of 2021 property taxes. The hearing will be held on:

Monday, December 7, at 6:30 p.m.
Hermantown City Hall
5105 Maple Grove Road
Hermantown

If the discussion of the budget cannot be completed, a time and place for continuing the discussion will be announced at the hearing. You are also invited to send your written comments to:

City of Hermantown, Mayor's Office,
5105 Maple Grove Road, Hermantown, MN 55811

RESOLUTION NO. 2020-161

**RESOLUTION ADOPTING THE FINAL 2020 PROPERTY TAX LEVY
COLLECTIBLE IN 2021 IN THE AMOUNT OF \$6,502,851**

BE IT RESOLVED by the City Council of the City of Hermantown, County of St. Louis, Minnesota, that the following sums of money be levied for the current year, collectible in 2020 upon the taxable property in the City of Hermantown, for the following purposes:

General Fund	\$5,954,917
General Obligation	\$ 332,537
Miscellaneous – HEDA	\$ 76,000
Other Debt	\$
Abatement – Fleet Farm	\$ 139,397
 Total Levy	 \$6,502,851

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

1. The City Clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of St. Louis County, Minnesota.

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 December 7, 2020.

Resolution 2020-162

**RESOLUTION ADOPTING THE FINAL 2021 CITY
GENERAL FUND BUDGET IN THE AMOUNT OF \$6,288,201
AND THE OVERALL BUDGET OF \$20,475,938**

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 December 7, 2020.

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

11/16/2020	20-179	Eric Johnson, Community Development Director	Planning & Zoning Commission	SUB of Ron & Debra Erickson, 3985 Haines Rd.	11/10/2020
11/16/2020	20-180	Eric Johnson, Community Development Director	Planning & Zoning Commission	SUP, Paul Paczynski, 5381 Morris Thomas Rd.	11/10/2020
11/17/2020	20-181	Laurie Kania, MN Pollution Control Agency	William Kanuit, Lakehead Oil Co., Inc.	Petroleum Storage Tank Release, 5016 Miller Trunk Highway	11/17/2020
11/30/2020	20-182	Theresa Sunde, Mediacom	City of Hermantown	12/22/2020 Rate Adjustment	11/18/2020
11/30/2020	20-183	MN Dept. of Transportation	John Mulder, City Administrator	Intersection - Hwy 194/Hwy 53	11/23/2020
12/1/2020	20-184	Greg Zimmerman, Planning & Zoning Commission	Eric Johnson, Community Development Director	Resignation	11/21/2020
12/1/2020	20-185	Dave Berg Consulting, LLC	John Mulder, City Administrator	Water/Sewer Bill Analysis	11/23/2020

Date: November 23, 2020

To: State Geometrics Engineer
Office of Project Management & Technical Support, MS 686

From: Doug Kerfeld, Project Manager

Subject: Staff Approved Distribution of Level 1 Geometric Layout for
SP 6916-113 on TH 53
Location: Hermantown
Letting date: 12/17/21
Approval date: 11/20/20

The Staff Approved Level 1 Geometric Layout No. 1B and Profile No. 1 for the above referenced project can be accessed in eDOCS here: #12228277

An Intersection Control Evaluation (ICE) will be prepared for the Hwy. 194 intersections with Hwy. 53 to determine the appropriate means to address safety and mobility. The appropriate intersection improvement will be included for construction as part of this project. Preliminary indications are a Reduced Conflict Intersection (RCUT) may be appropriate. Federal Highway Safety Improvement Program (HSIP) funds have been obtained for this intersection.

The geometric design takes into account the preliminary recommendation of a Reduced Conflict Intersection (RCUT) for this intersection.

The following bridges are tied to this project:

The preliminary cost estimate for this project is: \$7,600,000

Addressees:

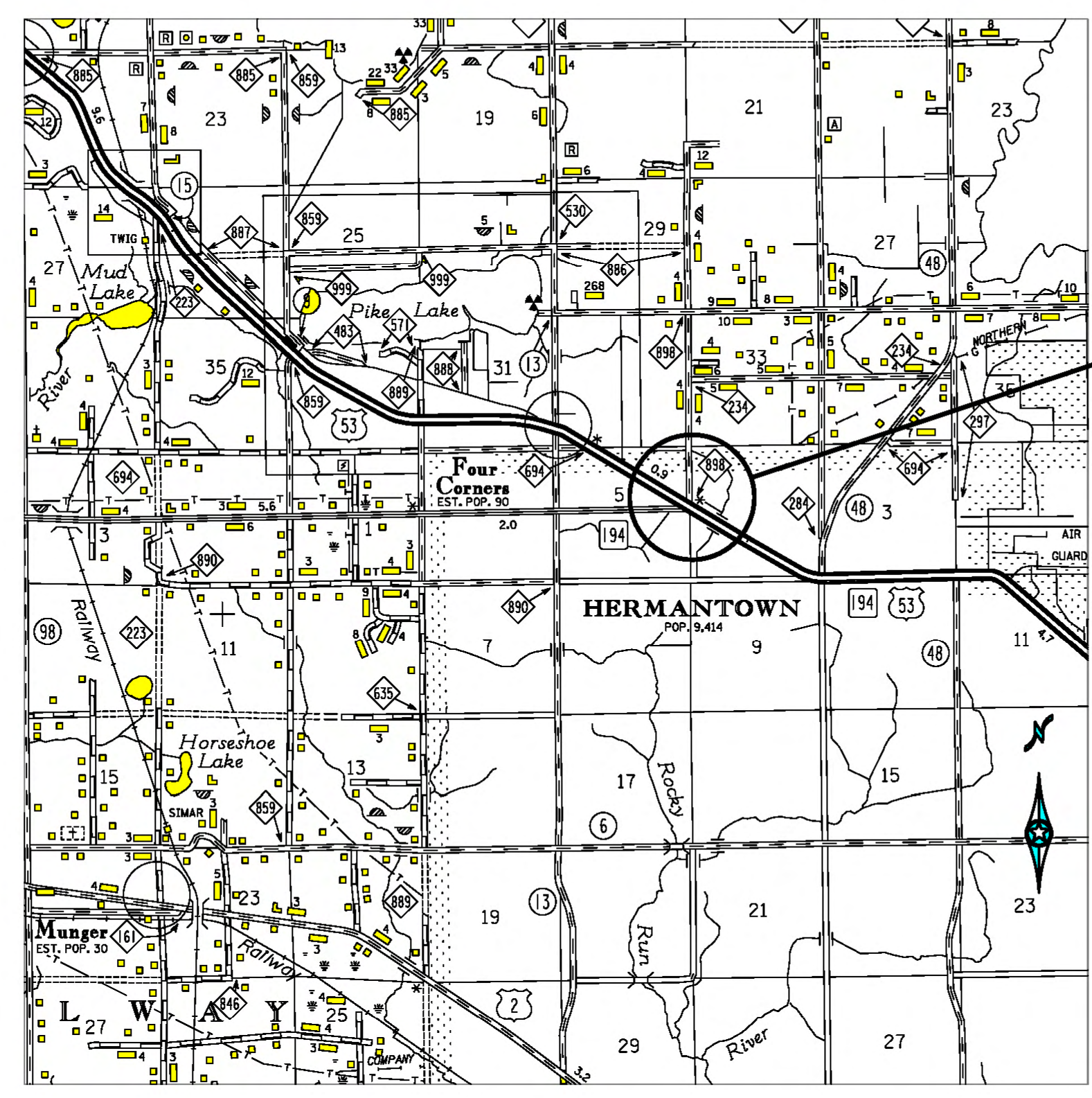
- ✓ Douglas Carter, State Geometrics Engineer, Office of Technical Support (OTS), MS 686 (*Electronic Copy*)
 - ✓ James Rosenow, Flexible Design Engineer, Office of Technical Support (OTS), MS 686 (*Electronic Copy*)
 - ✓ Tori Nill, Office of Transit, MS 430 (*Electronic Copy*)
 - ✓ Kristine Elwood (cc Merry Daher), State Aid Engineer, MS 500 (*State Aid Routes Affected- Electronic Copy*)
 - ✓ John Mulder, City of Hermantown
 - ✓ Victor Lund, St. Louis County
 - ✓ District Materials Engineer (*Electronic Copy*)
 - ✓ District Surveys/Land Management Engineer (*Always*)
 - ✓ District Design Engineer (*Always*)
 - ✓ District Preliminary Design File (*Always*)
-
- ✓ ADA Design Program Engineer (*ADA work on project- Electronic Copy*)

Level 1 LAYOUT APPROVAL

Programmed Letting Date 12/21/21

Prepared By	Staff Design or Preliminary Design Engineer	20
Reviewed By	Senior Traffic Engineer	20
Reviewed By	Senior Geometric Engineer	20
Approved By	Transportation Director Engineer	20
Approved By	State Design Engineer	20

LAYOUT No. 1B - COPY No. 1
 VICINITY OF HERMANTOWN
 INTERSECTION OF T.H. 53 AND T.H. 194
 DISTRICT 2020, Scale: Horizontal = 100 ft.
 Staff Approved: [Redacted]
 No tentative if to change file.
 Prepared: [Redacted]
 11/13/20
 T.H. 53 - A.J. TICZB6 - PMS ACTIVITY
 T.H. 194 - A.J. TICZB6 - PMS ACTIVITY
 For: [Redacted]
 E:\Projects\DL\DL\053\6916113\Prj\Mgmt\Geometrical\layout\6916113_gml.dgn
 V-2020



ST. LOUIS COUNTY
 SCALE: 1 MILE
 INDEX MAP

LAYOUT HISTORY

Purpose and Need

- An Intersection Control Evaluation (ICE) will be prepared for the Hwy. 194 intersections with Hwy. 53 to determine the appropriate means to address safety and mobility. The appropriate intersection improvement will be included for construction as part of this project. Preliminary indications are a restricted crossing U-turn (RCUT) may be appropriate. Federal Highway Safety Improvement Program (HSIP) funds have been obtained for this intersection.

The goal of this ICE is to implement cost-effective safety improvements that can begin to address intersection deficiencies in the near- and long-term. Understanding the nature of the intersection safety problem and the need to address potential future traffic operations deficiencies, MnDOT and Saint Louis County desire an intersection improvement solution that accomplishes the following goals:

- Reduces the frequency of severe crashes; and
- Improves the intersection level of service into the future

There are no design exceptions.
 This is not a house moving route.
 T.H. 53 is an OSOW Super Load Corridor. There are OSOW vehicles that do use T.H. 194.

Notes

The loon u-turn on the eastern side of the project needed to be moved further east to avoid sanitary structures and an automotive dealership.

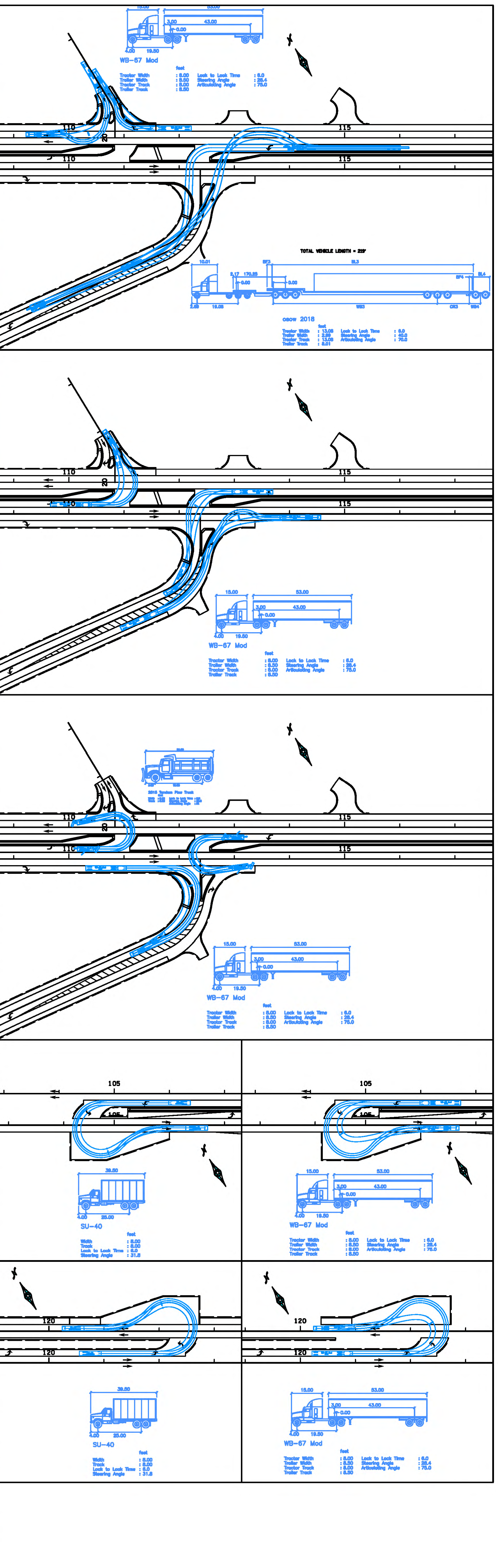
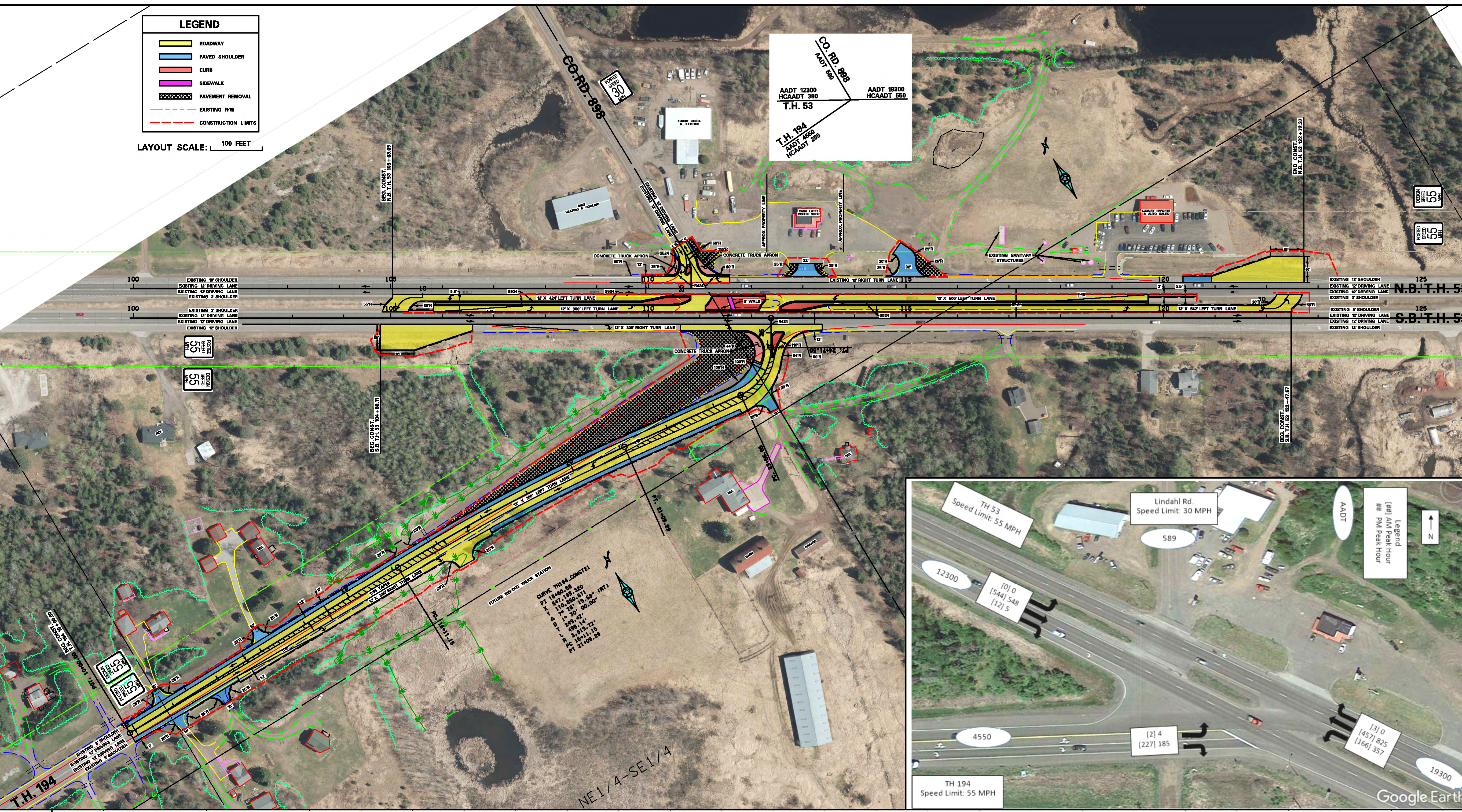
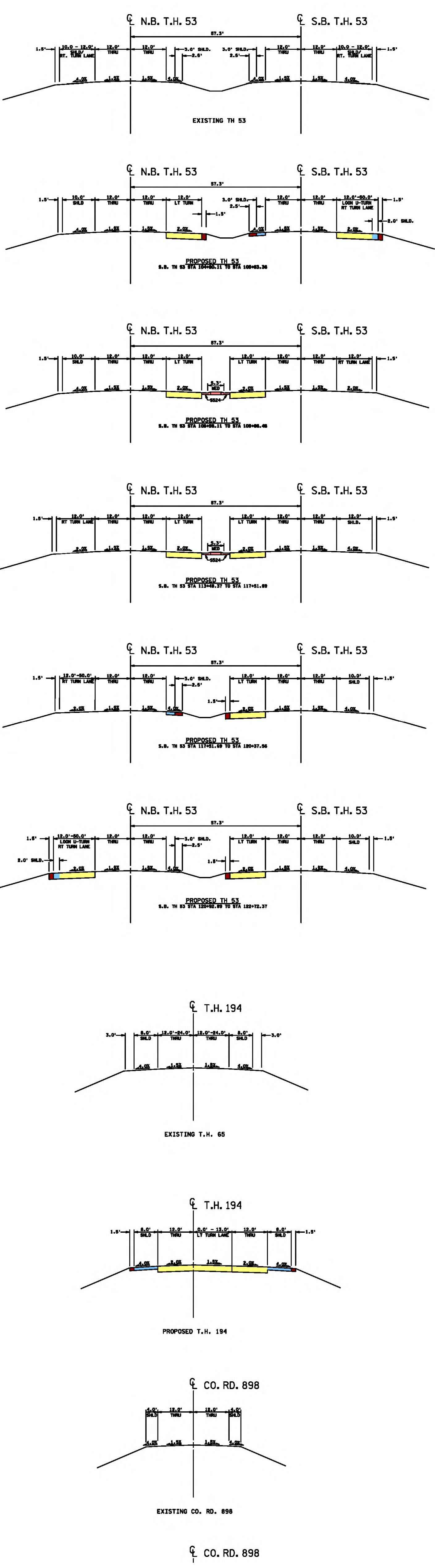
- 1/23/20
- Reduced the radii of road connections to T.H. 53
 - Shortened pork chops to allow snow plows to make u-turns
 - Lengthened the inside median nose for both left turns off of T.H. 53
 - The SB(EB) MUT will be for passenger vehicles only.

Notice: S.P. changed from 6932-14 to 6916-113 - 7/27/20

- On T.H. 194, added a left and right turn lane for the proposed MN/DOT Truck station
- The SB(EB) MUT has been upgraded and moved east to allow MN/DOT maintenance vehicles to go NB on T.H. 53. The truck station is to be built on the south east corner of the intersection.
- Updated all turning movements

11/3/20

TYPICAL SECTIONS



20-184

From: Greg Zimmerman <gzimmerman@homfurniture.com>
Date: November 21, 2020 at 11:55:11 AM CST
To: CH-Eric Johnson <eric.johnson@hermantownmn.com>
Subject: Planning and Zoning

Caution: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Eric,

After 11 years I have decided to resign from the Planning and Zoning Commission as of 12/31/2020. I do plan on attending the December meeting.

Greg Zimmerman
Showroom Manager
Hermantown HOM Furniture
218-279-8301 (internal ext 130001)
gzimmerman@homfurniture.com
Out of office Sunday/Monday

To submit your review, simply click the link below and let us know what you think.
[Click here to submit your review](#)

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20-185

November 23, 2020

City of Hermantown

5105 Maple Grove Rd
Hermantown, MN 55811

Subject: Water/Sewer Bill Analysis

Attn: John Mulder, City Administrator:

As we discussed, Hermantown has received some questions and complaints from customers regarding the increase in water and sewer bills in 2020. Dave Berg Consulting, LLC has undertaken an analysis of billings to customers in 2019 and 2020 for the months of May-Sept to evaluate the basis for these complaints from customers. Attached to this letter is a summary of my experience relative to this analysis.

Customer bills for utility services like water and sewer are dependent on two things, 1) the rates set by the utility and 2) the usage by the customer. Comparing the rates for 2019 and 2020 for water and sewer, the water rates were increased by 4% and the sewer rates were increased by 2.5%. If a customer's usage does not change from 2019 to 2020, they would experience a 4% increase in their water bill and a 2.5% increase in their sewer bill. This certainly represents an increase in bills, but it is unlikely that it is enough to warrant too many customer complaints.

Another feature of Hermantown's rates, like many water utilities, is the rate structure. The rates for residential and commercial water are called inverted or inclining rates. Under this type of structure, as a customer's usage increases, the rate increases. For residential customers, the first 2500 gallons cost \$7.84 per 1000 gallons, the next 2000 gallons cost \$9.02 per 1000 gallons and any usage over 4500 gallons cost \$9.92 per gallon. For sewer rate is a flat \$9.90 per 1000 gallons for all usage. If usage increases, the bill will increase at a faster rate than consumption due to the inverted rate for water as more usage is billed at the higher rates.

Exhibit 1 to this letter shows average usage and average commodity rates for water for commercial, irrigation, multi-family and residential customers for the months of May – Sept in 2019 and 2020. I will focus my analysis on the residential customers. The average water consumption per residential customer increased 9.3% in May, 23.7% in June, 56.3% in July and 19.3% in September when comparing 2020 to 2019. In August, the average usage was down slightly. Also, the average cost per 1000 gallons was significantly higher for residential customers in May, June, July, August and September. The average cost per 1000 gallons would have increased 4% due to the rate increase, the rest of the increase is due to customers consuming more water in the more expensive blocks within the tiered rate structure. For instance, in July the average usage was 3,582 gallons per residential customer in 2019 but

Dedicated to providing personal service to consumer-owned utilities

Dave Berg Consulting, LLC | 15213 Danbury Ave W, Rosemount, MN 55068 | 612-850-2305

www.davebergconsulting.com

increased to 5,597 gallons per residential customer in 2020. This means the average residential customer used 1,097 gallons of water within the most expensive rate in July of 2020. Increased usage combined with an increased average rate has a compounded effect on the customer bill. In July 2020 the combination of a 56.3% increase in usage and a 9.2% increase in average rate results in an overall increase in the water bill of 71%. Additionally, the increased usage combined with a 2.5% sewer rate increase results in a 60% increase in the sewer portion of the bill. Customers did see significant increases in bills during the summer of 2020, but it is important to understand that those increases are mostly due to increased consumption.

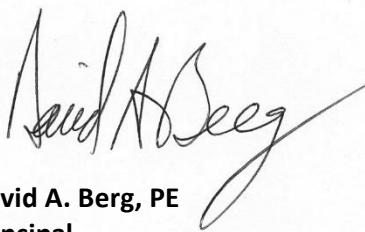
Some customers have inquired if their meter may be defective and over-reading water usage. This is very unlikely. Water meters are highly accurate, and if a water meter is failing, they tend to slow down (read less water) and ultimately stop.

The reasons for increased usage likely revolve around the use of water for lawns and gardens due to drier weather combined with more individuals staying home due to COVID-19 restrictions and work from home policies. It is interesting to note that commercial average usage was actually down in May and June from 2019 to 2020. This is likely due to businesses closing and operating at lower levels during COVID-19 closures.

Thank you for the opportunity to be of service to Hermantown in this matter.

Sincerely,

Dave Berg Consulting, LLC

A handwritten signature in black ink that reads "David A. Berg". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

David A. Berg, PE
Principal

Hermantown, MN Water Use Statistics

	2019		2020		2019-2020 usage change	2019-2020 avg cost change
	Avg Use (gallons)	Avg cost \$/1000 gal	Avg Use (gallons)	Avg cost \$/1000 gal		
<u>May</u>						
commercial	16,254	8.25	11,704	8.60	-28.0%	4.3%
irrigation	1,917	9.54	2,475	9.92	29.1%	4.0%
multi-family	30,565	8.67	32,851	9.02	7.5%	4.0%
residential	3,316	8.03	3,625	8.42	9.3%	4.9%
<u>June</u>						
commercial	18,225	8.28	14,058	8.61	-22.9%	4.1%
irrigation	21,619	9.54	16,924	9.92	-21.7%	4.0%
multi-family	27,581	8.67	31,078	9.02	12.7%	4.0%
residential	3,380	8.05	4,182	8.59	23.7%	6.7%
<u>July</u>						
commercial	16,916	8.26	19,702	8.75	16.5%	5.9%
irrigation	28,990	9.54	30,815	9.92	6.3%	4.0%
multi-family	26,712	8.67	29,568	9.02	10.7%	4.0%
residential	3,582	8.14	5,597	8.89	56.3%	9.2%
<u>Aug</u>						
commercial	21,755	8.38	19,132	8.71	-12.1%	4.0%
irrigation	43,126	9.54	32,288	9.92	-25.1%	4.0%
multi-family	30,946	8.67	30,083	9.02	-2.8%	4.0%
residential	4,291	8.28	4,252	8.63	-0.9%	4.2%
<u>Sept</u>						
commercial	20,633	8.37	20,523	8.70	-0.5%	4.0%
irrigation	35,382	9.54	30,866	9.92	-12.8%	4.0%
multi-family	30,696	8.67	33,671	9.02	9.7%	4.0%
residential	3,718	8.14	4,437	8.63	19.3%	6.1%

Qualifications and Experience

Personnel

Dave Berg Consulting, LLC is a single person entity that specializes in financial services to municipal utilities, especially rate related services. Dave formed Dave Berg Consulting in late 2012 after spending 28 years working for large consulting firms, the last 25 with R.W. Beck/SAIC located in the Minneapolis/St. Paul metro area. Dave has Bachelor's and Master's degrees in Electrical Engineering from North Dakota State University.

Experience

Dave has more than 36 years of experience providing professional consulting services to utilities. These services have required a combination of technical and economic expertise to assist clients with important decisions affecting the operational and financial health of their utilities. Over the course of his career he has managed projects including retail and wholesale utility cost-of-service and rate design, power generation feasibility studies, power supply planning analyses, energy supply contract negotiations, consulting engineer reports in support of bond financings and utility education courses.

Retail Cost of Service and Rate Design

Dave has directed retail cost-of-service and rate design studies for over 90 separate utilities, including multiple studies for many utility clients. These studies have been performed for electric, natural gas, water, wastewater, steam and hot water and communications utilities. He has an in-depth understanding of the analysis of utility costs and the design of rates with the goals of meeting utility revenue requirements, managing customer expectations and delivering proper price signals to end users. His rate design experience ranges from relatively simple rates to more complex time-based rates for use with advanced metering systems. He has worked with many utility clients to assist them in managing difficult transitions from current rate structures (that may have been established years ago) to updated rates that more properly reflect current utility costs. His client base has been predominately public power utilities ranging in size from a few hundred customers to more than one million customers.

In recent years, a focus of electric rate studies performed by Dave has been on emerging utility issues such as distributed generation, time-of-use and other specialized rates, storage, electric vehicles, conservation and advanced metering considerations.

Since 2004 he has been an instructor for an in-depth electric cost-of-service and rate design course that has been taught throughout the U.S. This course has been attended by U.S. and foreign based utility staff including investor and consumer owned utilities, state utility commissions, independent power producers, attorneys and other industry professionals. More than 1000 utility professionals have attended his training courses. He has also provided in-house training to both utility and state commission staff. In-house training sessions have been for entities such as the Iowa Utilities Board staff, California State PUC staff, Utah State PUC staff, Texas State PUC staff, Hawaii PUC staff, Kauai Island Utility Cooperative staff, Caribbean Electric Utility Service Corporation members, Austin, TX utility staff, Southern Minnesota

Municipal Power Agency members, Indiana Municipal Power Agency members, Duke Energy staff and New Brunswick Power staff.

He is a frequent speaker at various state and national conferences and has presented results of rate analyses to numerous city councils and public power boards and commissions. He has also testified in state PUC and court proceedings as an expert witness in rate related cases.

Clients

Shown below is a representative list of clients that Dave has provided rate related services to during the last 30 years.

- Alameda, CA
- Alexandria, MN
- Ames, IA
- Anaheim, CA
- Anoka, MN
- Auburn, IN
- Austin, MN
- Austin, TX
- Bagley, MN
- Baudette, MN
- Brainerd, MN
- Brigham, UT
- Brownton, MN
- Bryan, TX
- Buffalo, MN
- Buhl, MN
- California Public Utilities Commission
- Cedar Falls, IA
- Del Rio, TX
- Denison, IA
- Detroit Lakes, MN
- Duluth, MN
- Elk River, MN
- Estherville, IA
- Eugene, OR
- Fairmont, MN
- Fosston, MN
- Grafton, ND
- Grand Marais, MN
- Grand Rapids, MN
- Halstad, MN
- Hannibal, MO
- Harlan, IA
- Hawarden, IA
- Hawley, MN
- Hutchinson, MN
- Imperial Irrigation District, CA
- Indiana Municipal Power Agency
- Iowa Utilities Board
- Keewatin, MN
- Lake City, MN
- Lehi, UT
- Levan, UT
- Litchfield, MN
- Logan City, UT
- Los Angeles, CA
- Manti, UT
- Marshall, MN
- Missouri River Energy Services, SD
- Moorhead, MN
- Murray, UT
- Muscatine, IA
- Nephi, UT
- New Braunfels, TX
- New Brunswick Power
- New Hampshire Electric Cooperative
- New Ulm, MN
- North Branch, MN
- Northern Tier Natural Gas
- Ohio Gas Company
- Owatonna, MN
- Palo Alto, CA
- Park River, ND
- Payson, UT
- Pella, IA
- Princeton, MN
- Provo, UT
- Redwood Falls, MN
- Riverside, CA
- Rochester, MN
- Rock Rapids, IA
- Roseau, MN
- Salem, UT
- Santee Cooper, SC
- Shakopee, MN
- Sioux Center, IA
- Southern Minnesota Municipal Power Agency
- Spanish Fork, UT
- Springfield, MO
- Stanton Co. Public Power District, NE
- Stephen, MN
- Thief River Falls, MN
- TransGas Energy
- Utah Municipal Power Agency
- Vermont DPS
- Vinton, IA
- Volga, SD
- Wadena, MN
- Warren, MN
- Warroad, MN
- Waseca, MN
- Watertown, SD
- Waukee, IA
- Waverly, IA
- West Bend, WI
- Willmar, MN

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



DATE: December 1, 2020 **Meeting Date:** 12/7/20
SUBJECT: Munger Trail Signage and Security **Agenda Item:** 7-A **Presentation**

REQUESTED ACTION

No specific action at this time, but update and direction from the City Council

Background:

City staff has been discussing signage and access/security for the Munger Trail Spur project. This trail segment has three points where the trail crosses either a road or a parking drive lane where there will be interaction between vehicles and pedestrians. In addition, these points provide a bituminous surface which could be mistaken by vehicles as a driveway/driving surface.

Staff has prepared the attached document which proposes pedestrian and vehicle signage along the trail and public roadways/parking drive lanes. In addition, the graphics show the use of a swing gate at these access points in order to discourage motorized vehicles from entering the trail. The swing gates have been shared with the City's Police and Fire Departments, both of which are comfortable with the concept and their abilities to still access the trail in case of emergencies.

These signs, gates and crossing warnings will serve as the basis for future trail segments as well.

Staff is in the process of designing a formal signage plan which will locate the location and type of signage along the trail and roadways/parking lot drive lanes. This plan will be sent to the Utility Systems of America for pricing with the information then being presented to the City Council for their review and action.

ATTACHMENTS:

- Munger Trail Signage and Security Document

Munger Trail – Signage and Security



Swing Gate with 5' Opening



Gate Lock



Munger Trail – Signs Along Road



Road Crossing With Painted Crosswalk And Trail Crossing Signage



Trail Crossing Sign

Munger Trail – Signs Along Trail



Road Crossing With Stop Sign And Truncated Dome Insert



Stop Sign With Additional Sign



Truncated Domes

Munger Trail – Edge Control



Boulders With Trees



Boulders Along Road

CITY OF HERMANTOWN
CITY COUNCIL CONTINUATION MEETING
November 16, 2020
6:30 p.m.

MEETING CONDUCTED VIA ZOOM

Pledge of Allegiance

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

2020-156 Resolution Appointing Grant Hauschild To Fill The Vacancy On The Hermantown City Council

Motion made by Councilor Peterson, seconded by Councilor Nelson to adopt Resolution 2020-156, Resolution Appointing Grant Hauschild To Fill The Vacancy On The Hermantown City Council. Roll Call: Councilors Geissler, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

Grant Hauschild was sworn in as a Council Member.

CITY STAFF: John Mulder, City Administrator; Kevin Orme, Director of Finance & Administration; Eric Johnson, Community Development Director; Joe Wicklund, Communications Manager; Jim Crace, Chief of Police; Steve Overom, City Attorney

ABSENT:

VISITORS: 2

ANNOUNCEMENTS

PUBLIC HEARING

COMMUNICATIONS

Communications 20-177 through and including 20-178 were read and placed on file.

Communication 20-178 from Luke & Hannah Borchardt to City Council regarding Objection of Special Assessment – 2020 Road Improvement District No. 531 & No. 532

PRESENTATIONS

PUBLIC DISCUSSION

CONSENT AGENDA

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

- A. Approve November 2, 2020 City Council Minutes & November 9, 2020 City Council Minutes
- B. Approve general city warrants from November 1, 2020 through November 15, 2020 in the amount of \$1,314,530.61

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

MOTIONS

ORDINANCES

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

Second Reading

Motion made by Councilor Geissler, seconded by Councilor Hauschild to adopt Ordinance 2020-07, An Ordinance Amending Hermantown Code Of Ordinances Section 270 – Fee Schedule. Roll Call: Councilors Geissler, Hauschild, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

RESOLUTIONS

2020-157 Resolution Adopting Assessment Roll For Delinquent Utilities For 2020

Motion made by Councilor Nelson, seconded by Councilor Geissler to adopt Resolution 2020-157, Resolution Adopting Assessment Roll For Delinquent Utilities For 2020. Roll Call: Councilors Geissler, Hauschild, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

2020-158 Resolution Approving Special Use Permit For Construction Of An Accessory Structure In Excess Of 1,600 Square Feet In The R-1 Zoning District At 5381 Morris Thomas Road And Imposing Conditions Thereon

Motion made by Councilor Hauschild, seconded by Councilor Nelson to adopt Resolution 2020-158, Resolution Approving Special Use Permit For Construction Of An Accessory Structure In Excess Of 1,600 Square Feet In The R-1 Zoning District At 5381 Morris Thomas Road And Imposing Conditions Thereon. Roll Call: Councilors Geissler, Hauschild, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

2020-159 Resolution Adopting An Assessment Against The Marceski Parcel (395-0010-07592) For 2020 Road Improvement District No. 531 & No. 532 (“Project 531 & 532”)

Motion made by Councilor Peterson, seconded by Councilor Geissler to adopt Resolution 2020-159, Resolution Adopting An Assessment Roll Against The Marceski Parcel (395-0010-07592) For 2020 Road Improvement District No. 531 & No. 532 (“Project 531 & 532”). Roll Call: Councilors Geissler, Hauschild, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

Motion made by Councilor Nelson, seconded by Councilor Peterson to close the regular meeting of the Hermantown City Council at 6:50 p.m. and go into a closed session pursuant to the following statute and stated reason: MN Statutes section 13D.05 subd 3(b) to discuss: Objection to Assessment at 4802 Hermantown Road For 2020 Road Improvement District No. 531 & No. 532 (“Project 531 & 532”). Motion carried.

Motion made by Councilor Peterson, seconded by Councilor Hauschild to return to open session at 7:30 p.m. Motion carried.

2020-160 Resolution Adopting An Assessment Against The Borchardt Parcel (395-0010-07510) For 2020 Road Improvement District No. 531 & No. 532 (“Project 531 & 532”)

City Council Continuation Meeting

November 16, 2020

Page | 3

Motion made by Councilor Hauschild, seconded by Councilor Geissler to adopt Resolution 2020-160, Resolution Adopting An Assessment Against The Borchardt Parcel (395-0010-07510) For 2020 Road Improvement District No. 531 & No. 532 (“Project 531 & 532”). Roll Call: Councilors Geissler, Hauschild, Nelson, Peterson, Mayor Boucher, aye. Motion carried.

Motion made by Councilor Peterson, seconded by Councilor Hauschild to recess the closed session at 7:37 p.m. to Motion carried.

Mayor

ATTEST:

Clerk

CITY OF HERMANTOWN

CHECKS #66700-66745
11/16/2020 -11/30/2020

PAYROLL CHECKS

Electronic Checks - #71516-71553 69,867.63

LIABILITY CHECKS

Electronic Checks - #71510-71515 \$57,253.38

Checks - #66702-66707 \$66,492.00

Checks - #66743-66745 \$1,976.68

PAYROLL EXPENSE TOTAL \$195,589.69

ACCOUNTS PAYABLE

Checks - #66700-66701 \$180,161.56

Checks- #66708-66709 \$2,140.05

Checks- #66710-66742 \$192,286.84

Electronic Payments -#99907- #99908 \$523.85

ACCOUNTS PAYABLE TOTAL \$375,112.30

TOTAL \$570,701.99

CITY OF HERMANTOWN, MN 11/16/2020-11/30/2020
Check # is between 66700 and 66745 or Check # is between -99908 and -99907

12/2/2020

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Fund	Account	Department	Vendor Name	Description	Amount	Check #
101	217450	Employee Flexplan	FURTHER ELECTRONIC PAYMENTS	Claim Reimbursement Electronic	272.89	-99908
101	217450	Employee Flexplan	FURTHER ELECTRONIC PAYMENTS	Claim Reimbursement Electronic	250.96	-99907
101	421100	Police Administration	POST BOARD	POST License Gottschald	90.00	66700
101	421100	Police Administration	POST BOARD	POST License Stracek	90.00	66700
101	331999	Other Federal Grants & Aids	ST LOUIS COUNTY AUDITOR	CARES Refund	179,981.56	66701
101	134000	Retiree Insurance/Telephone Reimb.	MN LIFE	Life Insurance Inactive McMill	4.05	66708
101	134000	Retiree Insurance/Telephone Reimb.	NORTHEAST SERVICE COOPERATIVE	Health Ins Dec Inactives	811.20	66709
101	421100	Police Administration	NORTHEAST SERVICE COOPERATIVE	Health Ins Dec Inactives	1,324.80	66709
101	419100	Community Development	ARROWHEAD ABSTRACT & TITLE CO.	O&E Paczynski O-308419	75.00	66710
101	431100	Street Department	AT&T MOBILITY	Cell Phones PW	160.13	66711
602	494900	Sewer Administration and General	AT&T MOBILITY	Tablets PW	76.46	66711
602	494900	Sewer Administration and General	AT&T MOBILITY	Cell Phones PW	85.65	66711
601	494400	Water Administration and General	AT&T MOBILITY	Tablets PW	38.23	66711
101	419901	City Hall & Police Building Maintenance	AT&T MOBILITY	Cell Phones PW	45.75	66711
101	421100	Police Administration	AT&T MOBILITY	Cell Phones PD	1,302.33	66711
601	494400	Water Administration and General	AT&T MOBILITY	Cell Phones PW	128.48	66711
101	415300	Administration & Finance	AT&T MOBILITY	Cell Phones PW	50.40	66711
602	494500	Sewer Maintenance	BATTERIES PLUS BULBS	Lift Station Batteries	200.70	66712
101	431100	Street Department	CINTAS CORPORATION	Uniforms	26.22	66713
101	419901	City Hall & Police Building Maintenance	CINTAS CORPORATION	Mats at CH	8.88	66713
101	431901	City Garage	CINTAS CORPORATION	Supplies	32.00	66713
101	431901	City Garage	CINTAS CORPORATION	Mats at Pw	20.58	66713
101	419901	City Hall & Police Building Maintenance	CINTAS CORPORATION	Mats at FD/PD	30.72	66713
101	431100	Street Department	CINTAS CORPORATION	Uniforms	10.80	66713
101	431100	Street Department	CRYTEEL TRUCK EQUIPMENT	H4 Brine Pump	578.70	66714
101	415300	Administration & Finance	CUNNINGHAM, DANA	Reimburse Renewal of CPA lisen	102.00	66715
601	494400	Water Administration and General	CUSTOMER ELATION INC	Nov Answering	27.55	66716
602	494900	Sewer Administration and General	CUSTOMER ELATION INC	Nov Answering	18.36	66716
101	421100	Police Administration	DAKOTA COUNTY FINANCIAL SERVICES	eForms software fee P0060989	977.50	66717
101	421100	Police Administration	DAKOTA COUNTY FINANCIAL SERVICES	eBriefing software fee	561.00	66717
601	494400	Water Administration and General	DAVE BERG CONSULTING, LLC	Compare 2019 & 2020 Utility Bi	500.00	66718
101	419901	City Hall & Police Building Maintenance	GOODIN COMPANY INC	Flush Valve - CH	92.01	66719
101	411300	Ordinance, Public Notice and Proceedings	HERMANTOWN STAR LLC	Notice Budget and Property Tax	82.50	66720
101	321990	Other Licenses & Permits	INFINITY WELLNESS & MASSAGE	Refund Massage Therapist Licen	85.00	66721
101	214000	Security Deposits Payable	KEN HIUKKA	Driveway Refund 4319 Theilke C	250.00	66722
101	431100	Street Department	MCCOY CONSTRUCTION & FORESTRY, INC	Filter Kit JD Row Mower	190.96	66723
602	494900	Sewer Administration and General	MEDIACOM	Internet PW	62.07	66724
602	494900	Sewer Administration and General	MEDIACOM	Phone PW	13.41	66724

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Fund	Account	Department	Vendor Name	Description	Amount	Check #
601	494400	Water Administration and General	MEDIACOM	Phone PW	8.93	66724
101	431100	Street Department	MEDIACOM	Internet PW	103.45	66724
101	431100	Street Department	MEDIACOM	Phone PW	22.36	66724
101	419901	City Hall & Police Building Maintenance	MEDIACOM	Internet CH	163.92	66724
101	422901	Firehall #1 Maple Grove Road	MEDIACOM	Internet FD	40.98	66724
101	419901	City Hall & Police Building Maintenance	MEDIACOM	Phone CH	389.58	66724
101	422901	Firehall #1 Maple Grove Road	MEDIACOM	Phone FD	97.40	66724
601	494400	Water Administration and General	MEDIACOM	Internet PW	41.38	66724
275	452200	Community Building	MEDIACOM	EWC - Line for Elevator	182.04	66724
101	431100	Street Department	MENARD INC	Roller & Paint Supplies Traile	21.96	66725
101	431100	Street Department	MENARD INC	Zip Ties	11.95	66725
101	431150	Street Improvements	MILLS PROPERTIES, INC.	2nd half abatement	54,843.76	66726
101	431150	Street Improvements	MILLS PROPERTIES, INC.	2nd half abatement	14,155.14	66726
601	220110	Water Test Fee Payable	MN DEPARTMENT OF HEALTH	Water Supply Serv Connect Fee	5,807.70	66727
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Old CH	40.99	66728
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Comm Bldg	58.64	66728
602	494900	Sewer Administration and General	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr	141.29	66728
101	419901	City Hall & Police Building Maintenance	MN ENERGY RESOURCES CORP	Natural Gas CH/PD	550.53	66728
101	422901	Firehall #1 Maple Grove Road	MN ENERGY RESOURCES CORP	Natural Gas FH #1	672.88	66728
101	452200	Community Building	MN ENERGY RESOURCES CORP	Natural Gas Old CH	368.90	66728
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr	197.81	66728
601	494400	Water Administration and General	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr	226.06	66728
275	452200	Community Building	MN ENERGY RESOURCES CORP	Natural Gas EWC	4,774.83	66728
101	419901	City Hall & Police Building Maintenance	MN ENERGY RESOURCES CORP	Natural Gas CH/PD	546.64	66728
101	452200	Community Building	MN LOCKSMITH	Fix door at Community Building	85.00	66729
240	432510	Trunk Sewer Construction	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hermantown Trunk Sewer Spur Se	19,400.00	66730
475	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Old Hwy 2 Reclamation	1,170.00	66730
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Do North Pizza Rd Feasibility	1,510.00	66730
603	441100	Storm Water	NORTHLAND CONSULTING ENGINEERS L.L.P.	Lindahl Rd Bridge Removal	650.00	66730
412	419100	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	Keene Creek Park Trail	910.00	66730
101	419100	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	PO 2319 EZ Rentals	455.00	66730
475	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Lavaque Jct Rd Reconstruction	13,794.00	66730
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Four Square, PreAgenda, Council	1,235.00	66730
475	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Alexander, Johnson, Carlson, P	130.00	66730
402	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Ugstad Rd Intersection Improve	1,680.00	66730
402	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Swan Lake Rd and Bridge	130.00	66730
101	416100	City Attorney	OVEROM LAW, PLLC	JAZB Board of Appeals	2,406.00	66731
101	416100	City Attorney	OVEROM LAW, PLLC	Keene Creek Stream Bed Restora	63.00	66731

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Fund	Account	Department	Vendor Name	Description	Amount	Check #
101	419100	Community Development	OVEROM LAW, PLLC	P&R Apartment Project	320.00	66731
601	494400	Water Administration and General	OVEROM LAW, PLLC	Delinquent Utility Charges Aut	18.75	66731
602	494900	Sewer Administration and General	OVEROM LAW, PLLC	Delinquent Utility Charges Aut	18.75	66731
101	416100	City Attorney	OVEROM LAW, PLLC	Motorgrader Lease Matters	363.50	66731
101	416100	City Attorney	OVEROM LAW, PLLC	General Matters/Retainer	1,250.00	66731
101	416100	City Attorney	OVEROM LAW, PLLC	3954 Midway Rd Nuisance Proper	451.00	66731
101	416100	City Attorney	OVEROM LAW, PLLC	Peyton Acres Development Matte	180.00	66731
101	419100	Community Development	OVEROM LAW, PLLC	Planning and Zoning Commission	140.00	66731
101	419100	Community Development	OVEROM LAW, PLLC	Hoff/Sydow Development	84.00	66731
101	416100	City Attorney	OVEROM LAW, PLLC	Speed Limit Matters	75.00	66731
475	431150	Street Improvements	OVEROM LAW, PLLC	2020 Street Project	1,775.50	66731
240	432510	Trunk Sewer Construction	OVEROM LAW, PLLC	Saline Properties	28.00	66731
101	416100	City Attorney	OVEROM LAW, PLLC	Appointment of City Councilor	27.50	66731
101	419100	Community Development	OVEROM LAW, PLLC	Keene Creek Snowmobile Easemen	240.00	66731
101	419100	Community Development	OVEROM LAW, PLLC	Atchison Non-conforming use ma	152.00	66731
101	416100	City Attorney	OVEROM LAW, PLLC	COVID 19 Issues	28.00	66731
240	432510	Trunk Sewer Construction	OVEROM LAW, PLLC	2017 Sewer Trunkline	189.00	66731
230	465100	HEDA	OVEROM LAW, PLLC	HEDA Sale of 5028 Miller Trunk	981.90	66731
101	421100	Police Administration	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	62.60	66732
101	419100	Community Development	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	16.70	66732
101	452100	Parks	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	5.00	66732
101	414100	Elections	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	96.10	66732
602	494900	Sewer Administration and General	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	92.54	66732
101	415300	Administration & Finance	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	217.95	66732
601	494400	Water Administration and General	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	423.30	66732
101	424100	Building Inspection	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	25.80	66732
602	494900	Sewer Administration and General	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	282.20	66732
601	494400	Water Administration and General	PITNEY BOWES PURCHASE POWER	Refill Postage Meter 4745753	138.81	66732
101	415300	Administration & Finance	PRO PRINT INC	Budget Booklet (qty 8)	411.18	66733
101	415300	Administration & Finance	SAFEGUARD QBS	1099 forms and envelopes	66.31	66734
101	415300	Administration & Finance	SAFEGUARD QBS	Envelopes - For checks - Sarah	154.73	66734
101	415300	Administration & Finance	SAFEGUARD QBS	1099 forms and envelopes	54.10	66734
101	431100	Street Department	SATHERS, LLC	Class 5 -Crushed Material	810.00	66735
101	431100	Street Department	SATHERS, LLC	Class 5 -Crushed Material	337.50	66735
602	494900	Sewer Administration and General	SHEL/DON GROUP INC	Utility Billing Postcards	80.34	66736
601	494400	Water Administration and General	SHEL/DON GROUP INC	Utility Billing Postcards	120.52	66736
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Flag Lot Subdivision 5161 Morr	46.00	66737
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Resolution- Agree Assess P&R	46.00	66737

CITY OF HERMANTOWN, MN 11/16/2020-11/30/2020
 Check # is between 66700 and 66745 or Check # is between -99908 and -99907

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Fund	Account	Department	Vendor Name	Description	Amount	Check #
101	421100	Police Administration	SYMBOLARTS	Badge	60.00	66738
101	214000	Security Deposits Payable	TOBIN, PATRICK	Driveway Refund 5130 Hermantow	250.00	66739
409	419900	General Government Buildings & Property	UHL COMPANY INC	Controls Upgrade CIP	6,768.75	66740
101	452100	Parks	UNITED RENTALS (NORTH AMERICA) INC	Auger Rental at Rose Rd scoreb	449.00	66741
602	494500	Sewer Maintenance	WLSSD	Wastewater Charges	39,826.00	66742
602	494500	Sewer Maintenance	WLSSD	2019 Adjustment	2,202.00	66742

Totals: 120 records printed

375,112.30

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



DATE: December 7, 2020 **Meeting Date:** 12/7/20
SUBJECT: CARES Submittal **Agenda Item:** 12-A **Resolution 2020-163**

REQUESTED ACTION

Approve final CARES submittal to the State of Minnesota

BACKGROUND

Due to the current economic recession and COVID-19, the City was allocated \$733,136 of CARES dollars. This money came from the State of MN, which received it from the federal government. There was criteria of what it could be spent on and by when. The criteria evolved somewhat throughout the year. City staff spent quite a bit of time in webinars, doing research, talking to other Cities, and in conversations with the League of MN Cities in exercising due diligence to make sure it was properly spent.

The City made a conscious decision to first use some of the funds itself. Second, the City reached out to partners to help them with COVID necessary expenses. Finally, the City hoped the November 15th deadline to use the funds would be extended as the pandemic is much worse now than in the spring and summer. Unfortunately, this did not happen and the deadline was not extended. Per the CARES Act requirements, the City is obligated to return any unspent funds to St. Louis County.

As with any federal or state grants, there are stringent reporting requirements. This particular CARES Act was challenging in that the rules were initially somewhat gray and ever changing as the Act was passed quickly in response to the ongoing pandemic. Please see attached the final submittal to the State of Minnesota. Our accountant, Dana Cunningham, was instrumental in properly tracking and categorizing these funds the past months and did an outstanding job. It has been a big undertaking in addition to everything else 2020 has given us. The City and its partners have benefitted from these dollars which has been a bright spot in this challenging year.

In summary, of the \$733,136 received \$553,154.44 was spent. The balance of \$179,981.56 was returned to St. Louis County. I believe they do have a very short time frame in which to use those funds.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

CARES final submittal to State of MN

Description	Telework	PPE	Admin	PH	SBA	Payroll (BPSDSU)	Total
Disbursement from MMB							
Mar-Jul	3,401.05	3,006.48	2,199.00	956.82	-	57,591.48	67,154.83
August	18,643.61	888.40	281.00	58,193.43	-	8,676.45	86,682.89
September	39,775.97	20,084.24	42.00	215.00	-	9,299.41	69,416.62
October	8,734.87	29,220.01	33.00	50,000.00	-	7,660.53	95,648.41
November	69,971.42	121,915.28	-	16,541.54	10,289.36	15,534.09	234,251.69
	140,526.92	175,114.41	2,555.00	125,906.79	10,289.36	98,761.96	553,154.44

Fire Dept

Halo Fogger	\$ 28,181.00
PPE	\$ 20,084.24
PPE	\$ 439.01
Base Radios	\$ 5,921.10
SCBA 10 units	\$ 84,179.00
Uniforms	\$ 14,972.58
Tecgen PPE	\$ 22,763.70
	<u>\$ 176,540.63</u>

Y @ EWC

Extra staffing, cleaning supplies and technology	\$ 50,000.00
Cleaning Staff/Food Access Coord	\$ 11,682.56
	<u>\$ 61,682.56</u>

Chamber

Impoved technology - Remote Work	\$ 6,633.41
PPE/Cleaning	\$ 790.46
Staff	\$ 2,865.49
	<u>\$ 10,289.36</u>

Grand Total - Partners \$ 248,512.55

Resolution No. 2020-163

RESOLUTION APPROVING THE CARES FINAL FUNDING REPORT

WHEREAS, the City has received \$733,136 in CARES Funding for COVID 19 related expenditures; and

WHEREAS, the City Administrator and Director of Finance and Administration have recommended two priorities for the CARES funding, Organizational needs and Community Partner needs, and

WHEREAS, the City Administrator presented the proposed CARES Budget to the City Council at a work session on August 31, 2020

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

1. The City Council hereby approves the Final CARES Budget and the Local Government Expenditure Report for the period ending November 15, 2020

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 December 7, 2020.

Expenses Associated with the Issuance of Tax Anticipation Notes		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facilitating Distance Learning		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Food Programs		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Housing Support		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Improve Telework Capabilities of Public Employees	Sonic Wall for home computers, set up remote access for employees, Zoom monthly fees, router set up for employees, Laptops and Docking Station, Computer Monitors, Computer Cables, Rhino Tablets for Police Squads, MS Office, MS Windows Ugrade, Smart Deploy MSP for COVID Laptops, external DVD drive for police laptop, Laserfiche cloud upgrade, workstation set ups, Motorola Equipment for vehicles, AV project for Council Chambers, remote phone service for teleworking	140526.92	3401.05	18643.61	39775.97	8734.87	69971.42	0.00
Medical Expenses		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Nursing Home Assistance		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payroll for Public Health and Safety Employees		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Personal Protective Equipment	N-95 masks and cartridges, disposable coveralls, gloves, face shields, hand sanitizer, surface cleaner, storage boxes, squeeze bottles, face masks, cloth masks for employees, cleaning suppliesHermantown Volunteer Fire COVID-19 Protection for first responders and patients, SCBA MSA G-1 air pack, mask & filters	175114.41	3006.48	888.40	20084.24	29220.01	121915.28	0.00
Public Health Expenses	Thermometer, Hand Sanitizer,Acrylic sheets for election dividers, PVC for dividers election, bins for election pens, paper towels, payroll expense for employee told to stay home by doctor, technology to enable remote Council meetings, YMCA staffing, cleaning supplies, and technology, Extra Judges for 2020 presidential election due to COVID, Extra postage due to increase of mail in ballots for 2020 presidential election	125906.79	956.82	58193.43	215.00	50000.00	16541.54	0.00
Small Business Assistance	Assistance granted to Hermantown Area Chamber of Commerce	10289.36	0.00	0.00	0.00	0.00	10289.36	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		553154.44	67154.83	86682.89	69416.62	95648.41	234251.69	0.00

TO: Mayor & City Council

FROM: Jim Crace, Chief of Police



DATE: December 7, 2020

Meeting Date: 12/7/20

SUBJECT: Disposal of Asset

Agenda Item: 12-B

Resolution 2020-164

REQUESTED ACTION

Approve disposal of an HPD Police Vehicle

BACKGROUND

The vehicle is a 2017 Ford Interceptor and has been in service for several years. It will be sold through Do-Bid Auction. Once sold, it will be removed from inventory.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS

Disposition or Loss of An Asset

Resolution No. 2020-164

**RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS
CITY PROPERTY**

WHEREAS, the Chief of Police of the City of Hermantown is seeking authorization to dispose of city surplus equipment; and

WHEREAS, various vehicles are removed from use through sale or trade-in; and

WHEREAS, the Hermantown City Council deems it appropriate to dispose of such surplus equipment; and

WHEREAS, the Hermantown City Council desires to proceed forward with the disposal of the surplus equipment listed as follows:

- A. Asset # 2931 - 2016 Ford Explorer – VIN#1FM5K8AR6GGB88922

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

1. The City Administrator and Chief of Police are hereby Authorized and Directed to Proceed to Dispose of Surplus Equipment in the Possession of the City of Hermantown as listed below.
2. All items will be scrapped or discarded by administrative staff in accordance with all applicable laws, rules and regulations.
3. The sale of the vehicle will be sold through Do-Bid Auction. Once sold, the asset will be removed from inventory.

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 December 7, 2020.

DISPOSITION OR LOSS OF AN ASSET

City of Hermantown

Disposition of a capitalized asset requires City Council approval prior to disposing the asset. This form should be completed and forwarded to Finance within 2 weeks of the disposition of any capital asset. If this trade in item is included in purchasing a new asset, please note it and complete an acquisition form for that item.

Employees and related parties are prohibited from purchasing or receiving City surplus property.

Asset No: 2931

VIN/Serial #: 1FM5K8AR7HGB93001

City ID/Vehicle #: 2017 Ford Interceptor (Squad 18)

Description: 2017 Ford 4W EPR

Department: Police Department

Date of Change: 11/16/2020

Type of Change: Disposal via Auction

Sold (To Whom?): _____

Amount: _____

Transferred: _____ To Dept: _____

Trade In: _____

For new asset (describe) _____

Destroyed: _____ How Disposed? _____

.....
Entered on the Fixed Asset System: Yes or No

Department Head: _____

Finance Dept.: _____

Insurance notified?: Yes No N/A Date of notification: _____

Notes: _____

TO: Mayor & City Council
FROM: Paul Senst, Public Works
Director



DATE: December 7, 2020 **Meeting Date:** 12/7/20
SUBJECT: Disposal of Asset **Agenda Item: 12-C** **Resolution 2020-165**

REQUESTED ACTION
Approve disposal of a Public Works Vehicle

BACKGROUND
The vehicle is a 2004 Ford F-450. A new truck has been purchased as a replacement. It will be sold through Do-Bid Auction. Once sold, it will be removed from inventory.

SOURCE OF FUNDS (if applicable)

ATTACHMENTS
Disposition or Loss of An Asset

Resolution No. 2020-165

**RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS
CITY PROPERTY**

WHEREAS, the Public Works Director of the City of Hermantown is seeking authorization to dispose of city surplus equipment; and

WHEREAS, various vehicles are removed from use through sale or trade-in; and

WHEREAS, the Hermantown City Council deems it appropriate to dispose of such surplus equipment; and

WHEREAS, the Hermantown City Council desires to proceed forward with the disposal of the surplus equipment listed as follows:

- A. Asset # 01394 – 2004 F-450 – VIN#1FDXX47P64ED66165

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

1. The City Administrator and Public Works Director are hereby Authorized and Directed to Proceed to Dispose of Surplus Equipment in the Possession of the City of Hermantown as listed below.
2. All items will be scrapped or discarded by administrative staff in accordance with all applicable laws, rules and regulations.
3. The sale of the vehicle will be sold through Do-Bid Auction. Once sold, the asset will be removed from inventory.

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 December 7, 2020.

DISPOSITION OR LOSS OF AN CAPITAL OR INVENTORY ASSET

Disposition of a capitalized asset requires City Council approval prior to disposing the asset.

This form should be completed and forwarded to Finance within 2 weeks of the disposition of any capital asset. If this trade in item is included in purchasing a new asset, please note it and complete an acquisition form for that item.

Employees and related parties are prohibited from purchasing or receiving City surplus property.

Asset No: 01394

VIN/Serial #: 1FDXX47P64ED66165

City ID/Vehicle #: H22- Bob's Truck

Description: 2004 F-450 450 DRW

Department: Public Works

Date of Change: 11/9/2020

Type of Change: New Truck purchased

Sold (To Whom?): Do-Bid

Amount: TBD

Transferred: _____ To Dept: _____

Trade In: _____ For new asset describe)2020 F350- SRW w/ Service Body

Destroyed: _____ How Disposed? Do-Bid Auction

Entered on the Fixed Asset System: Yes or No

Department Head: Paul Sens

Finance Dept: _____

Insurance notified?: Yes No N/A Date of notification: _____

Notes: _____

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



DATE: November 30, 2020 **Meeting Date:** 12/7/20

SUBJECT: Feasibility Report – Project 539 **Agenda Item:** 12-D **Resolution 2020-166**

REQUESTED ACTION

Approve the acceptance of a Preliminary Feasibility report for the possible construction of a new road near the intersection of Lavaque Road and Highway 53 and call for a public hearing

BACKGROUND

The City has an easement between the BP Gas Station and Centricity Credit Union near the intersection of Lavaque Road and Highway 53. It is not an accepted city street and the driveway has been privately maintained and does not meet the City’s standards for a city street. The City Engineer has prepared a feasibility study to construct a road at a cost of \$236,798. Because the abutting land owners benefit from the construction of a road on the existing easement, it is proposed that they pay a higher assessment. The amount will be discussed at an informal meeting with the land owners prior to the public hearing. This would still require a contribution on the part of the City.

Prior to the public hearing, the report would be shared and discussed with with the adjacent property owners at an informal “neighborhood” meeting to consider the construction of the road and assessing the property owners.

SOURCE OF FUNDS (if applicable)

General fund 101-431130. If this project were to proceed, the cost of the feasibility study would be included in the overall cost and calculation of any proposed assessments.

ATTACHMENTS

Preliminary Engineering Report & Feasibility Study

Resolution No. 2020-166

**RESOLUTION RECEIVING PRELIMINARY ENGINEERING
REPORT AND CALLING FOR PUBLIC HEARING FOR STREET IMPROVEMENT
DISTRICT NO. 539**

WHEREAS, pursuant to Resolution 2020-134 of the Council adopted on September 21, 2020 a preliminary engineering report (“Report”) has been prepared by Northland Consulting Engineers, LLP with reference to Street Improvement District No. 539 (“Project”) and this Report was received by the Council on December 7, 2020; and

WHEREAS, the City Council has been advised by Northland Consulting Engineers, LLP, the consulting engineer for such project in the Report that the Project is feasible and should best be made as proposed; and

WHEREAS, the City Council believes that it is in the best interests of the City of Hermantown that further consideration be given to the construction of Street Improvement District No. 539 in the City of Hermantown; and

WHEREAS, Chapter 429 of the Minnesota Statutes provides that no such improvement shall be made until the City Council shall have a public hearing on such improvements following mailed notice and two publications thereof in the official newspaper stating the time and place of the hearing, the general nature of the improvement, the estimated costs thereof and the area proposed to be assessed in accordance with the law.

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

1. The Council will consider the improvement of such road in accordance with the Report and the assessment abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$236,798.00
2. A public hearing on the proposed improvements will be held **January 4, 2021 at 6:30 p.m.** in the Governmental Services Building, 5105 Maple Grove Road, Hermantown, Minnesota.
3. The notice of hearing attached hereto is approved and the City Clerk is hereby authorized and directed to cause such notice to be published twice in the official newspaper, once on **December 16, 2020** and once on **December 23, 2020**.
4. The City Clerk is further authorized and directed to mail such notice to the owner of each parcel of land within the area proposed to be assessed as described in such notice no later than **December 8, 2020**. For purpose of giving such mailed notice, owners shall be those shown to be such on the records of the St. Louis County Auditor. As to properties not listed on the records of the St. Louis County Auditor, the City Clerk shall ascertain such ownership by any practicable means and give mailed notice to such owners.

Councilor _____ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such motion 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 December 7, 2020.

NOTICE OF PUBLIC HEARING ON
STREET IMPROVEMENT DISTRICT NO. 539
(Project 539)

NOTICE IS HEREBY GIVEN, that the City Council of the City of Hermantown will meet in the Council Chambers of Governmental Services Building, 5105 Maple Grove Road, Hermantown, Minnesota, at 6:30 p.m. on Monday, January 4, 2021 to consider the Street Improvement District No. 539.

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

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

The estimated cost of such improvement is \$236,798.00.

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

Bonnie Engseth, City Clerk
City of Hermantown

CITY OF HERMANTOWN

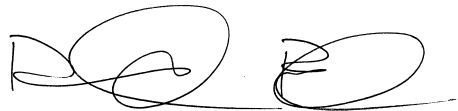
**PRELIMINARY ENGINEERING REPORT
AND
FEASIBILITY STUDY**

Prepared: November 11, 2020

**Do North Pizza Road
Street Improvement District #539**

NCE JOB NO. 20-8015

RECOMMENDED:



Hermantown City Engineer

11/11/2020

Date

LEGAL BASIS FOR REPORT

This report is prepared pursuant to a Resolution approved by the Hermantown City Council calling for the preparation of a preliminary engineering report, pursuant to Minnesota Statutes Section 429.031.

This report is prepared in accordance with said Section 429.031. Specifically, this report hereby advises the City Council, in a preliminary way, as to whether the proposed improvement is necessary, cost-effective and feasible and as to whether it should best be made as proposed or in connection with some other improvement.

This report also includes the estimated cost of the improvements as recommended.

The compensation paid to Northland Consulting Engineers, LLC for preparing this report is based on the following factors:

1. The time and labor required.
2. The experience and knowledge of the preparer.
3. The complexity and novelty of the problems involved.
4. The extent of the responsibilities assumed.

The compensation paid to Northland Consulting Engineers, LLC. for preparing this report is not based on a percentage of the estimated cost of the improvement.

PURPOSE

The purpose of this report is to determine the impact to public & safety, cost effectiveness, and economic feasibility for reconstruction the public easement that connects Lavaque Road to Do North Pizza, approximately 300 FT west of Lavaque Road.

DISCUSSION/BACKGROUND

The Public Easement Driveway (unnamed) which runs from Lavaque Road to the west approximately 300 FT is in an advanced stage of deterioration. To properly connect Do North Pizza, Lakehead Oil (formerly BP), and Centricity Credit Union to Lavaque Road, the existing easement needs to be improved. Because of the advanced stage of deterioration, repairs to the pavement are not an option and complete reconstruction is required. Because of the future consideration for a frontage road that would run west connecting to AAD Shriners, there is consideration for extending the current easement to edge of Do North's property.

ANALYSIS

Option 1 – Do Nothing

Due to the deteriorating state of existing easement “Do Nothing” is not an acceptable option moving forward.

Option 2 – Reconstruct Existing Driveway Easement to Do North’s Property

Option 2 would reconstruct the easement road in its current configuration, slightly widening the road to a City Standard 28’, with curb & gutter. The east entrance to Lakehead Oil would be reconstructed while their west entrance would be closed. Centricity Credit Union would have both of their entrances off the easement reconstructed. Additionally, storm sewer would be added to promote proper drainage and strow water conveyance. Under Option 2 the easement driveway would be constructed entirely in the existing easement and terminated at Do North’s east property line, approximately 300’ from Lavaque Road ROW. An exhibit of Option 2 has been attached to this report.

Option 3 – Extend existing driveway easement to extend of Do North Property

There has been discussion amongst developers and the City to further extend the public easement as a frontage road to AAD Shriners. To accommodate this in the future, this phase would extent the easement the entire extents of Do North’s property, approximately 115 FT. This would make extending the frontage road easier in the future. An exhibit showing Option 3 added to Option 2 has been attached to this report.

RECOMMENDATIONS

Because Option 1 is not an acceptable option to the City and Option 3 is only for future consideration, Option 2 has the only desirable outcome while keep the cost within reason. Attached is NCE’s Engineer Estimate which puts the project at roughly \$237,000 including soft costs and contingencies. There are few alternatives to reduce costs on this project as this is already a limited scope road reconstruction.



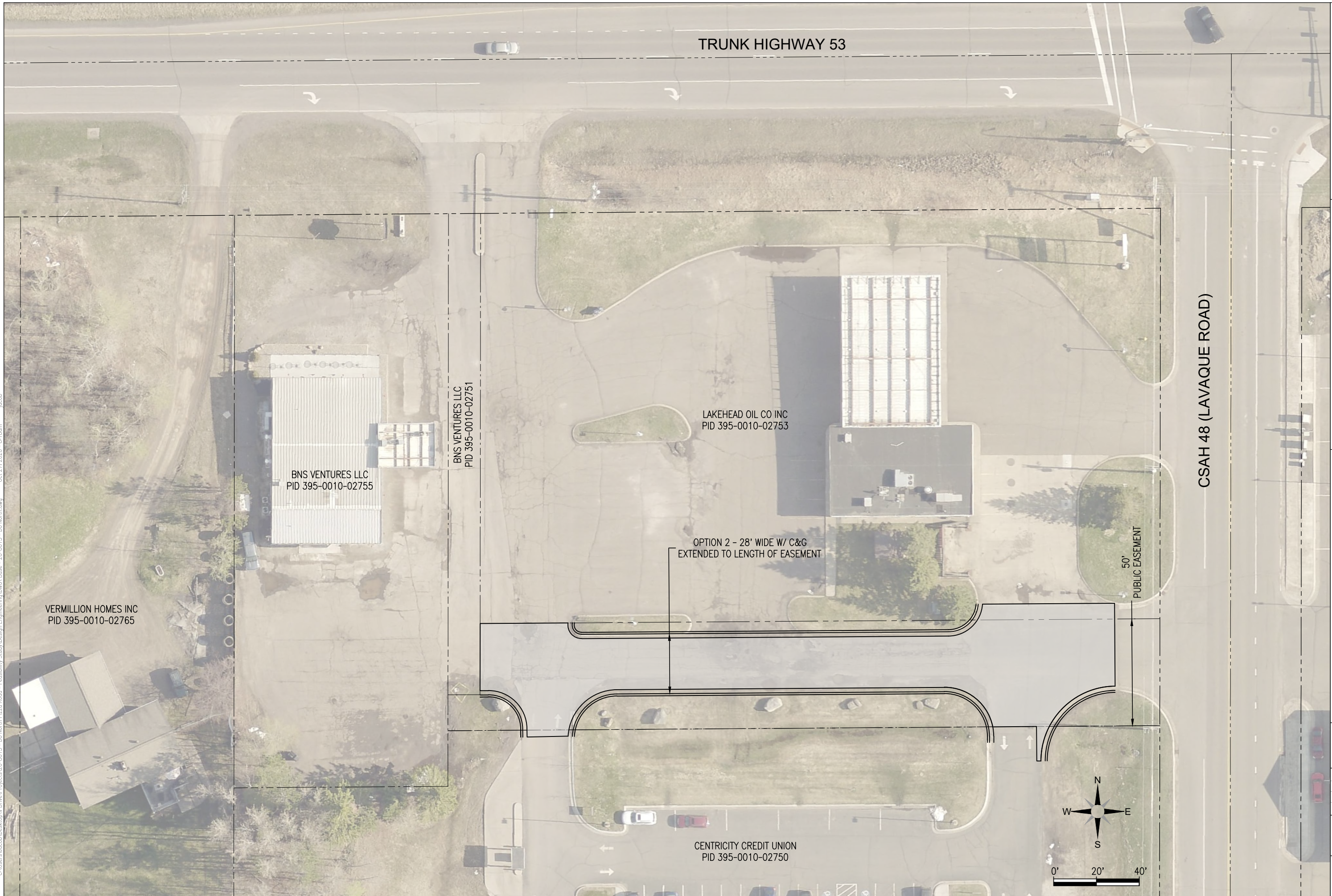
Engineer's Preliminary Cost Estimate - Do North Pizza Road Option 2

Date: 10/27/2020

Item No.	Note No.	Item Description	Unit of Measure	Estimated Quantities	Unit Price	Total Price
1		MOBILIZATION	LS	1	\$ 15,000.00	\$ 15,000.00
2		REMOVE CURB AND GUTTER	LF	505	\$ 5.00	\$ 2,525.00
3		REMOVE BITUMINOUS PAVEMENT	SF	9,900	\$ 2.00	\$ 19,800.00
4		CONCRETE CURB AND GUTTER DESIGN B624	LF	505	\$ 35.00	\$ 17,675.00
5		BITUMINOUS PAVEMENT INCLUSIVE(BIT., CLASS 5, SAND, GEO-FABRIC)	SF	9,900	\$ 7.00	\$ 69,300.00
6		DRAINAGE STRUCTURE	EACH	2	\$ 4,500.00	\$ 9,000.00
7		12" CP PIPE SEWER	LF	350	\$ 50.00	\$ 17,500.00
6		EROSION CONTROL & TURF ESTABLISHMENT	LS	1	\$ 15,000.00	\$ 15,000.00
7		TRAFFIC CONTROL	LS	1	\$ 10,000.00	\$ 10,000.00
Construction Sub-Total						\$ 175,800.00

NCE Design Fee (8%)	\$ 14,064.00
NCE Constriction Administration (8%)	\$ 14,064.00
Alta Topo Survey	\$ 6,500.00
Construction Contingency (10%)	\$ 17,580.00
Administration & Permits (5%)	\$ 8,790.00
Total Project Cost	\$ 236,798.00

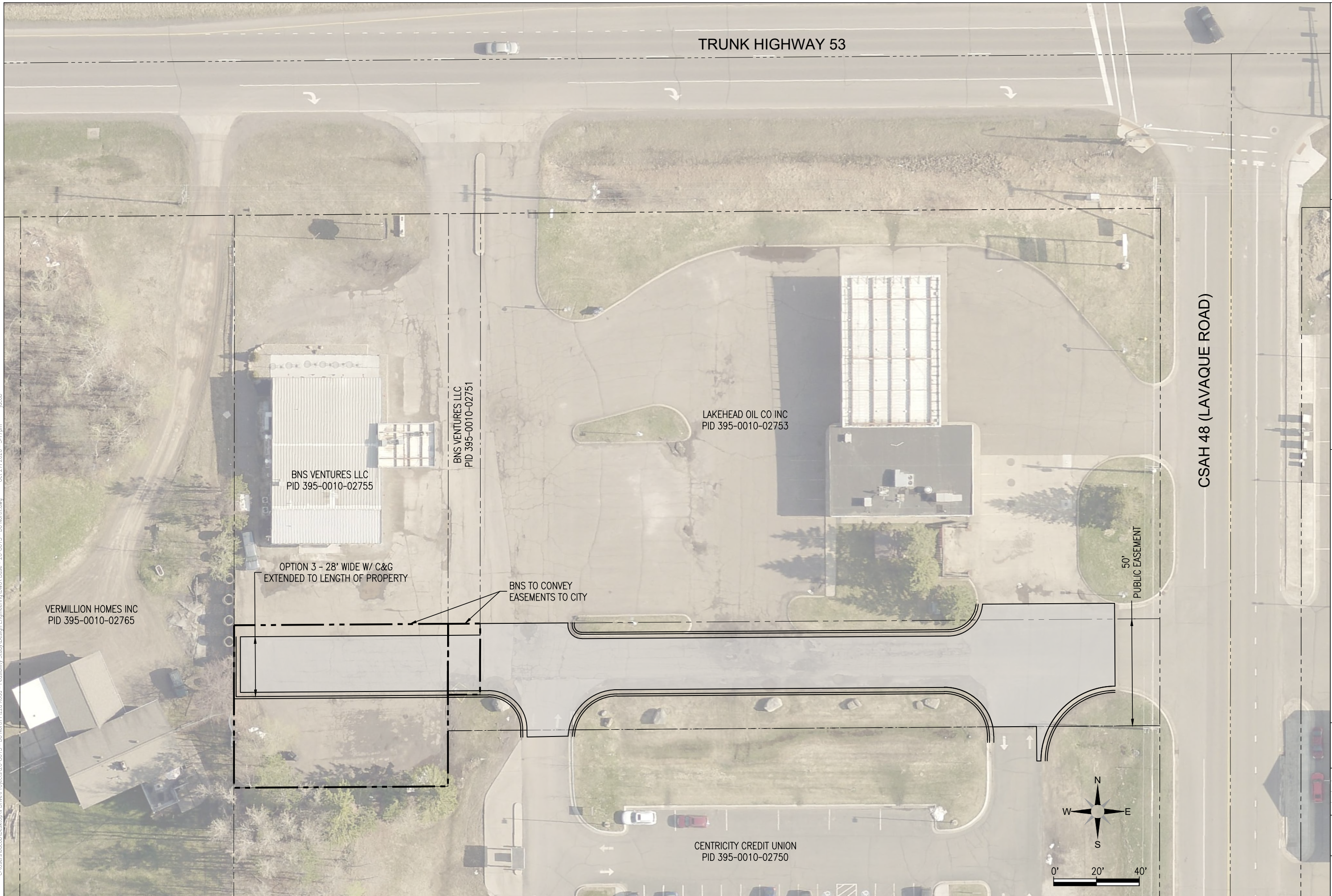
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revision

Proj: 20-8015
 Date: 10/27/20
 Drawn: JDO
 Checked: TPD

C:\Users\jacob\Desktop\Projects\20-8015 - Do North Pizza Road - Feasibility Study\Design Engineering\DWG\Bases - 20-8015 - Do North.dwg Oct 27, 2020 - 3:17pm jacob



revision

Proj: 20-8015
 Date: 10/27/20
 Drawn: JDO
 Checked: TPD

Resolution No. 2020-167

**RESOLUTION AUTHORIZING AND DIRECTING MAYOR AND CITY CLERK
APPROVE PARTNER SPONSORSHIP FOR THE CITY OF HERMANTOWN TO ATTEND
THE 2021 DULUTH & ST. LOUIS COUNTY AT THE CAPITOL DAYS**

WHEREAS, the City of Hermantown (“City”) desires to attend the 2021 Duluth & St. Louis County at the Capitol Days; and

WHEREAS, City of Hermantown would like Partner Sponsorship for the Capitol Days as outlined in the attached Agreement; and

WHEREAS, the City Council believes that it is in the best interests of the City of Hermantown to approve the Agreement of and authorize and direct the Mayor to execute and deliver it 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 is hereby authorized and directed to execute and deliver Agreement for 2021 Duluth & St. Louis County at the Capitol Days as a Partner Sponsorship in the amount of \$3,700 attached hereto as Exhibit A.

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 December 7, 2020.

2021 Duluth & St. Louis County at the Capitol Days
Wednesday, March 3 – Thursday, March 4
Sponsorship Opportunities

- **Advocate Sponsor | \$6,000**
Full-page ad in event booklet | Full-page written piece in event booklet | Page, logo and ad linked to your website in event booklet | Booth space at virtual Grand Reception | Eight complimentary reservations to the virtual Legislative Gathering | Logo displayed on web page

- **Partner Sponsor | \$3,700**
Half-page ad in event booklet | Full-page written piece in event booklet | Page, logo and ad linked to your website in event booklet | Booth space at virtual Grand Reception | Four complimentary reservations to the virtual Legislative Gathering

- **Proprietor Sponsor | \$2,200**
Quarter-page ad in event booklet | Logo in event booklet | Logo and ad linked to your website in event booklet | Booth space at virtual Grand Reception | Two complimentary reservations to the virtual Legislative Gathering

- **Exhibitor Sponsor | \$1,000**
Eighth-page ad in event booklet | Logo in event booklet | Logo and ad linked to your website in event booklet | Booth space at virtual Grand Reception | One complimentary reservation to the virtual Legislative Gathering

Please respond to: Kathleen Privette at
kprivette@duluthchamber.com or (218)740-3745
by Thursday, December 3rd.

Priorities Booklet Submission Date – January 8, 2021

Priorities Booklet Mailing Date to Legislators – February 12, 2021

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



DATE: December 1, 2020 **Meeting Date:** 12/7/20
SUBJECT: Approve Plans – Project 536 **Agenda Item: 12-F** **Resolution 2020-168**
2021 Road Improvement
Sundby/Swan Lake

REQUESTED ACTION

Approve plans and specifications and authorize advertisement for bids for the 2021 Road Improvement Project 536 Sundby and Swan Lake Roads.

BACKGROUND

Earlier this year the City Council ordered the improvement to Sundby and Swan Lake Road as part of the 2021 Road Improvement Plan. The City entered into a cooperative agreement with St. Louis County to prepare the plan and specifications along with their plans to improve Stebner and Airbase Road.

The County has completed the plans and is now ready to advertise for bids. As part of the assessment process, the City Council needs to approve the plans and authorize the advertisement for bids.

The County needs to submit the plans to the State for approval because it is a Municipal State Aid (MSA) project. Once approved, the County will do the necessary advertising in January and bids will be due sometime in February. We have included excerpts from the plan set for your review. A complete plan set is on file in City Hall.

A brief summary: Swan Lake Road from Sundby to Haines Road, and Sundby Road from Swan Lake to Airbase Road will be reclaimed and overlaid. This means the existing bituminous will be milled and placed back and used as additional base. New pavement will then be placed on the improved road bed. The road design will meet our current city standards of 24 feet of pavement and 2-foot shoulders.

In addition, the bridge on Swan Lake Road will be removed and replaced with a box culvert. Currently the bridge is considerably narrower than the road. When completed the road will be the City standard of 24 feet of pavement.

County Estimate 12/2/20

CP 533596-SAP202-111-001	Swan Lake/Culvert	\$	311,158.60
CP 533597 SAP 202-112-001	Sundby	\$	97,770.95
	Total	\$	408,929.55

Our original construction estimate was \$388,879, but we also had and an additional \$38,887 for construction contingency,

SOURCE OF FUNDS (if applicable)

N/A – St. Louis County is paying for this step in the process.

ATTACHMENTS

Excerpts from the Plan set.

- Cover Sheet
- Page 5 Swan Lake Typical Section
- Page 6 Sundby Road Typical Section
- Page 12 Bridge/culvert overview
- Page 14 Bridge/culvert profile

Resolution No. 2020-168

**RESOLUTION APPROVING FINAL PLANS AND
SPECIFICATIONS AND ORDERING ADVERTISEMENT
FOR BIDS FOR 2021 ROAD IMPROVEMENT DISTRICT NO. 536**

WHEREAS, St. Louis County, the Project Engineer hired by the City through a Cooperative Agreement approved by Resolution 2020-59 has prepared final plans and specifications for the 2021 Road Improvement District No. 536 (“Project”); and

WHEREAS, such final plans and specifications have been presented to the City Council; and

WHEREAS, the City Council has reviewed such final plans and specifications and believes it to be in the best interest of the City of Hermantown to approve such final plans and specifications; and

WHEREAS, the City will finance the Project from an issue of tax-exempt bonds; and

WHEREAS, by law the City of Hermantown is obligated to advertise for bids for construction of the improvements described in such final plans and specifications; and

WHEREAS, the City Council believes that it is in the best interest of the City of Hermantown that such bids be advertised for at the earliest possible time.

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

1. The final plans and specifications prepared by St. Louis County are hereby approved and ordered placed on file in the office of the City Clerk.

2. The City reasonably expects to finance the Project from an issue of tax-exempt bonds. In advance of issuance of the bonds, it may be necessary for the City to temporarily finance certain costs of the Project by using either working capital or cash reserves, which are needed for other purposes. The City reasonably expects to reimburse itself from the proceeds of the bonds within eighteen (18) months after the date the Project is paid from such working capital or cash reserves.

3. St. Louis County is hereby authorized to advertise for bids for the Project in accordance with the plans and specifications approved by the City Council and in accordance with applicable law including, without limitation Minnesota Statutes 429.041 Subd. 1.

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 December 7, 2020.

K:\Projects\701 - 800 CR\CR 724\CP 0724-369579\400 Design\410 Drawings\420 Sheets\CP 0724-369579 TITLE SHEET.dwg

PLAN SYMBOLS

- SECTION SUBDIVISION LINE
- EXISTING R/W
- NEW R/W
- TEMP EASE
- RAILROAD R/W
- ROAD SHOULDER
- EDGE OF LAKE
- SWAMP BOUNDARY
- MISCELLANEOUS BOUNDARY
- CORPORATE OR CITY LIMITS
- PROPERTY LINE
- RECREATIONAL TRAIL
- ROAD ALIGNMENT
- ALIGNMENT POINTS
- RIVER OR CREEK
- DRAINAGE DITCH
- BRIDGE
- RAILROAD (SINGLE TRACK)
- RR CROSSING PAVEMENT MARKING
- RR CROSSING GATE
- RR CROSSBUCK SIGN
- RR CROSSBUCK SIGN W/LIGHTS
- BARBED WIRE FENCE
- CHAIN LINK FENCE
- WOVEN WIRE, COMBINATION WOVEN AND BARB
- WOOD FENCE
- BILLBOARD
- RETAINING WALL
- GUARDRAIL (CABLE)
- GUARDRAIL (PLATE BEAM)
- DRAIN TILE
- CULVERT
- CULVERT WITH APRONS
- TREELINE OR BRUSHLINE
- DECIDUOUS TREES
- CONIFER (EVERGREEN) TREES
- HEDGE
- BUSH OR SHRUB
- SWAMP OR MARSH
- MONUMENT (CLACT,ACP,BCP,...)
- CONCRETE OR STONE MONUMENT
- IRON PIPE, PIN OR REBAR
- IRON PIN WITH BRASS DISK
- NAIL, PK NAIL, SPIKE, SFP, T-BAR, ...
- VERTICAL CONTROL
- HORIZONTAL CONTROL
- POWER POLE
- LIGHT POLE
- LIGHT AND TELEPHONE POLE
- LIGHT, TELEPHONE AND POWER POLE
- GUY POLE
- POLE ANCHOR
- TELEPHONE POLE
- TELEPHONE AND POWER POLE
- UNDERGROUND UTILITY PEDESTAL
- TELEPHONE MANHOLE (VAULT)
- ELECTRIC CABLE IN CONDUIT
- TELEPHONE CABLE IN CONDUIT
- BURIED ELECTRIC CABLE
- BURIED TELEPHONE CABLE
- GAS LINE
- WATER LINE
- VALVE
- FIRE HYDRANT
- WATER MANHOLE
- WELL
- LAWN SPRINKLER HEAD
- MANHOLE
- CATCH BASIN
- SEPTIC TANK
- FORCE MAIN LIFT STA.
- SEWER LINE
- PERMANENT BARRICADE
- TRAFFIC SIGNAL LIGHT
- HAND HOLE
- ENTRANCE
- BUILDING
- SATELLITE DISH
- STEEL TOWER
- FLAG POLE
- SIGN
- TYPE III BARRICADE
- CHANNELIZING DEVICE
- TYPE A WARNING LIGHT

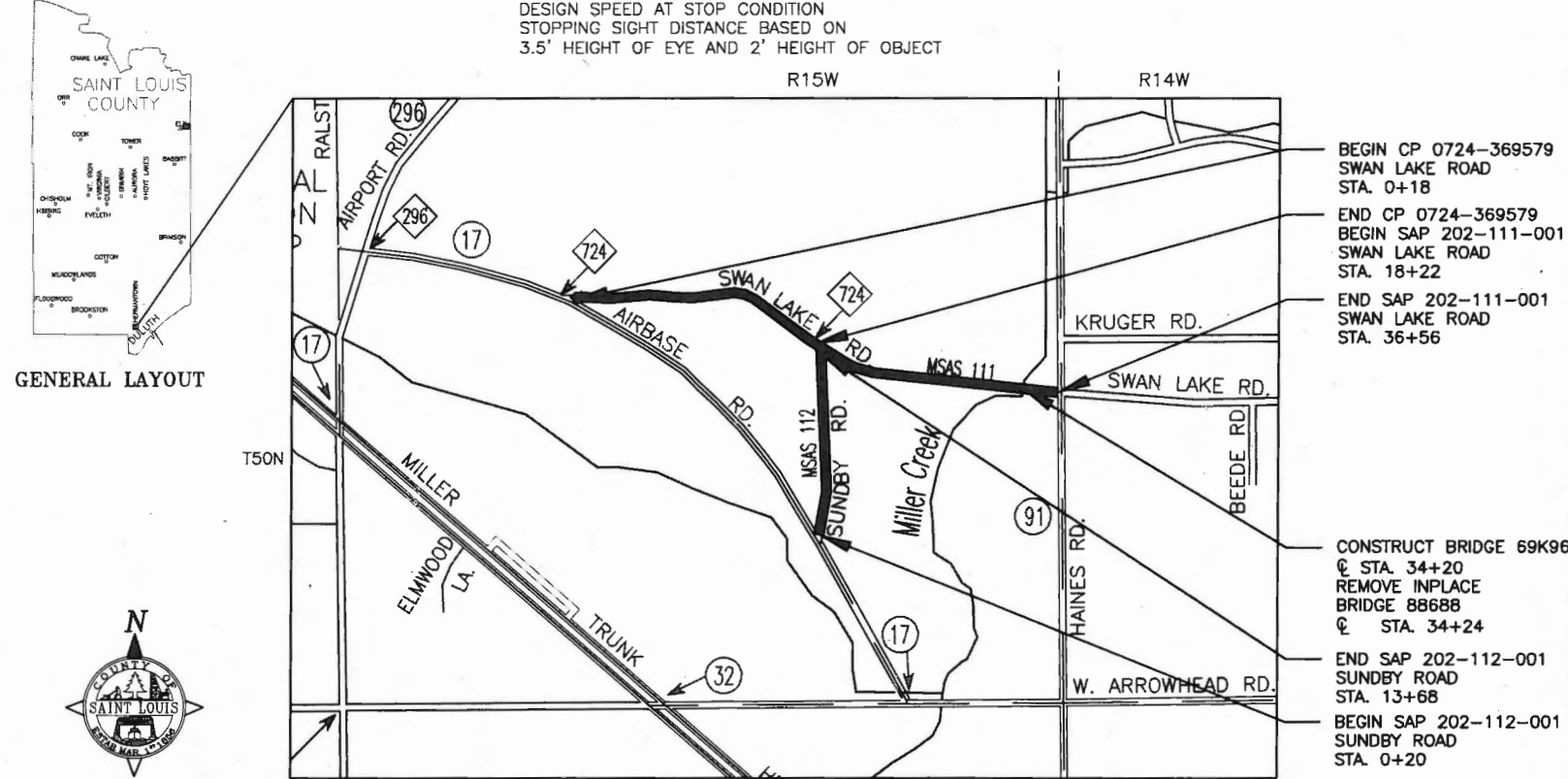
MINNESOTA DEPARTMENT OF TRANSPORTATION SAINT LOUIS COUNTY

**CONSTRUCTION PLAN FOR: CULVERT REPLACEMENT, FULL DEPTH RECLAMATION, AGGREGATE BASE, BASE STABILIZATION (BASE ONE),
PLANT MIXED BITUMINOUS SURFACE, AGGREGATE SURFACING, GRADING AND
CONSTRUCT BRIDGE 69K86**

COUNTY PROJ. NO. CP 0724-369579
 LOCATED ON CR 724 (SWAN LAKE ROAD) FROM CSAH 17 (AIRBASE ROAD) TO MSAS 111 (SUNDBY ROAD)
 STATE AID PROJ. NO. 202-111-001
 LOCATED ON MSAS 111 (SWAN LAKE ROAD) FROM MSAS 111 (SUNDBY ROAD) TO CSAH 91 (HAINES ROAD)
 CITY PROJECT NO. 202-112-001
 LOCATED ON MSAS 112 (SUNDBY ROAD) FROM CSAH 17 (AIRBASE ROAD) TO MSAS 111 (SWAN LAKE ROAD)

CP 0724-369579		SAP 202-111-001 / CP 0000-533596		SAP 202-112-001 / CP 0000-533597	
GROSS LENGTH	1,804.00 FEET 0.342 MILES	GROSS LENGTH	1,834.00 FEET 0.347 MILES	GROSS LENGTH	1,348.00 FEET 0.255 MILES
BRIDGES-LENGTH	0.00 FEET 0.000 MILES	BRIDGES-LENGTH	16.54 FEET 0.003 MILES	BRIDGES-LENGTH	0.00 FEET 0.00 MILES
EXCEPTIONS-LENGTH	0.00 FEET 0.000 MILES	EXCEPTIONS-LENGTH	0.00 FEET 0.00 MILES	EXCEPTIONS-LENGTH	0.00 FEET 0.00 MILES
NET LENGTH	1,804.00 FEET 0.342 MILES	NET LENGTH	1,834.00 FEET 0.347 MILES	NET LENGTH	1,348.00 FEET 0.255 MILES

SECTION 12 T50N		R14&15W		TOTAL LENGTH	
DESIGN DESIGNATION 8820.9926					
R VALUE	N/A = $\Sigma N18_{20} = N/A$	R VALUE	N/A = $\Sigma N18_{20} = N/A$	R VALUE	N/A = $\Sigma N18_{20} = N/A$
ADT (CURRENT YEAR)	2021 = 1,363	ADT (CURRENT YEAR)	2021 = 1,413	ADT (CURRENT YEAR)	2021 = 77
ADT (FUTURE YEAR)	2041 = 1,499	ADT (FUTURE YEAR)	2041 = 1,555	ADT (FUTURE YEAR)	2041 = 85
D (DIRECTIONAL DISTR.)	= 50/50%	D (DIRECTIONAL DISTR.)	= 50/50%	D (DIRECTIONAL DISTR.)	= 50/50%
T (HEAVY COMMERCIAL 9.5%)	= 142	T (HEAVY COMMERCIAL 8.6%)	= 134	T (HEAVY COMMERCIAL 13.3%)	= 11
PROJ. SOIL FACTOR	= N/A (R=N/A)	PROJ. SOIL FACTOR	= N/A (R=N/A)	PROJ. SOIL FACTOR	= N/A (R=N/A)
DESIGN LOADING	= 9 TON	DESIGN LOADING	= 9 TON	DESIGN LOADING	= 9 TON
TRAFFIC LANES	= (2) 12.0'	TRAFFIC LANES	= (2) 12.0'	TRAFFIC LANES	= (2) 11.0'
SHOULDER WIDTH	= 1.5' (GRAVEL)	SHOULDER WIDTH	= 1.5' (GRAVEL)	SHOULDER WIDTH	= 2.0'
CURB TO CURB WIDTH	= N/A	CURB TO CURB WIDTH	= N/A	CURB TO CURB WIDTH	= N/A
FUNCTIONAL CLASS	= LOCAL SYSTEM	FUNCTIONAL CLASS	= MINOR COLLECTOR	FUNCTIONAL CLASS	= MINOR COLLECTOR
DESIGN SPEED	= 45 mph	DESIGN SPEED	= 45 mph	DESIGN SPEED	= 45 mph



ST. LOUIS COUNTY INDEX MAP

PLAN REVISIONS			PREVIOUS PLANS	
DATE	SHEET NO.	APPROVED BY	1973	M.P. C.S. 724-901
			1999	M.P. 724-1201

CP 0724-369579 SAP 202-111-001 SAP 202-112-001

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

SHEET NO.	DESCRIPTION
1	TITLE SHEET AND INDEX MAP
2	ESTIMATED QUANTITIES
3	TYPICAL SECTION
4	QUANTITY CHARTS
5	CULVERT DETAILS
6-9	BOX CULVERT DETAILS
10	PLAN VIEW - BOX CULVERT
11-14	STREAM DIVERSION DETAILS
15-17	TRAFFIC CONTROL
18	PAVEMENT MARKINGS
19	CROSS SECTIONS

THIS PLAN CONTAINS x SHEETS

DESIGNERS SOUTH DESIGN (Z. BIALKA, A. LAPLANTE)

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

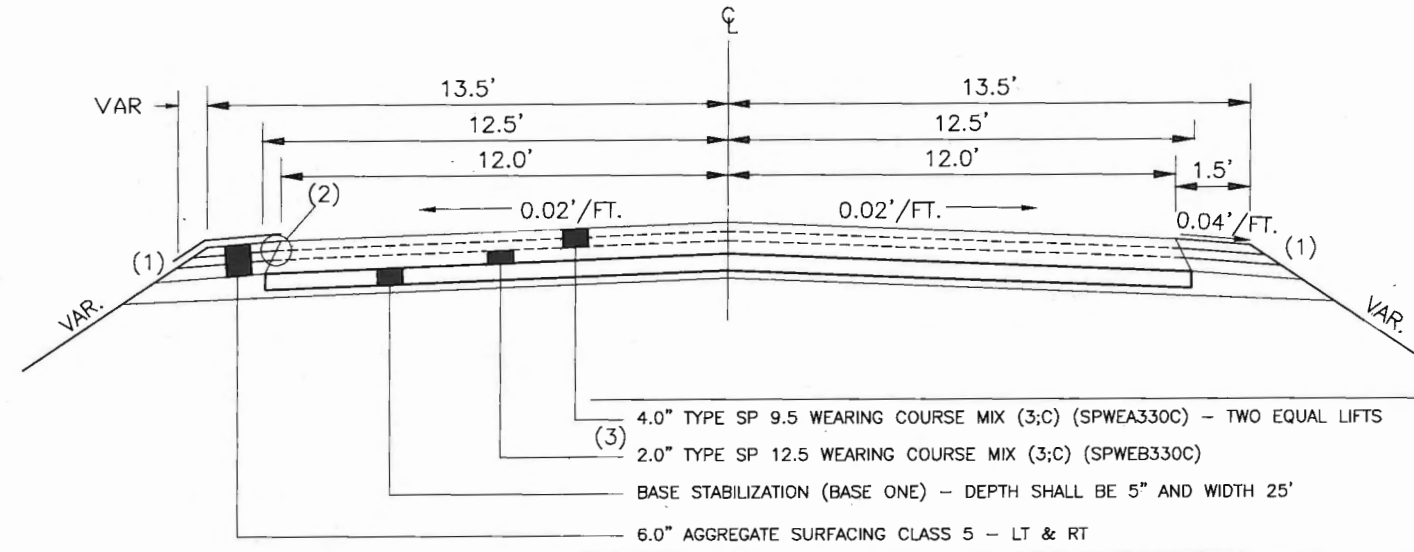
APPROVED: _____ DATE: _____
 HERMANTOWN CITY ENGINEER

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

STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING

SHEET NO. 1 OF 50 SHEETS

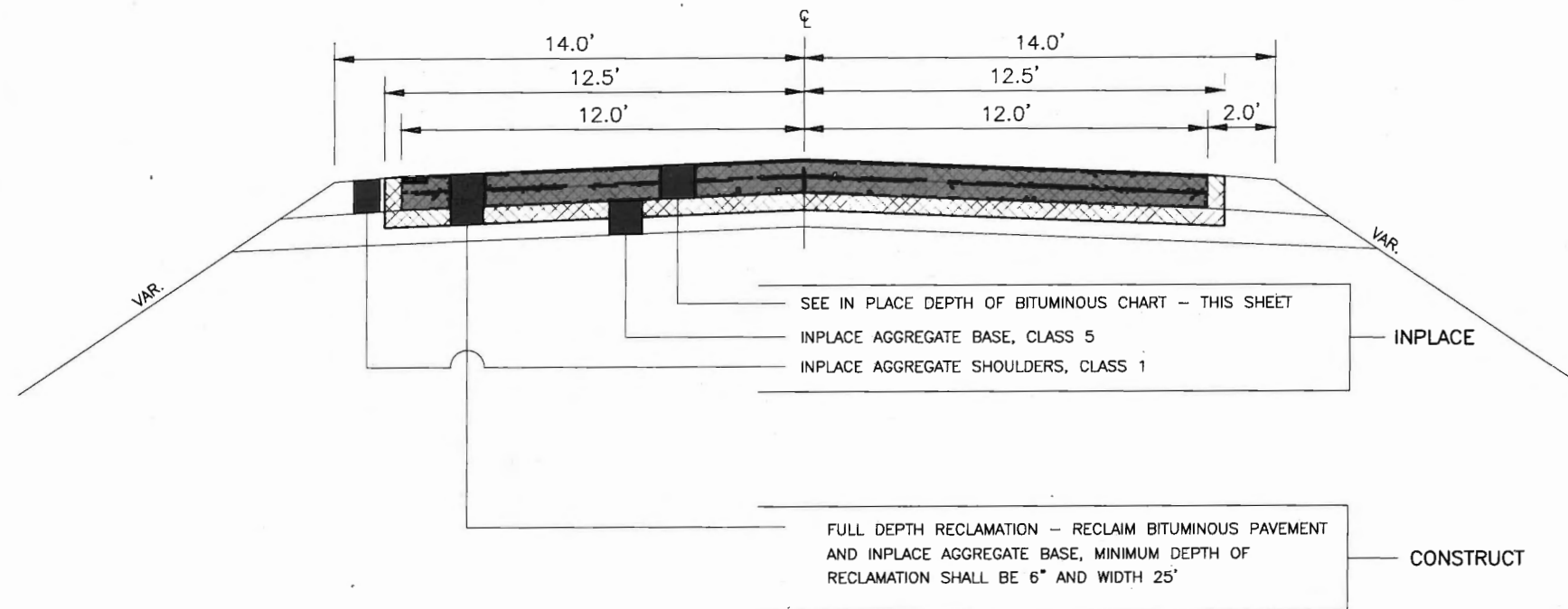
TYPICAL SECTION
 C.R. 724 & MSAS 111 (SWAN LAKE RD)
 PLANT MIXED BITUMINOUS SURFACE AND AGGREGATE SHOULDERS
 STA. 0+18 TO STA. 36+56



KEY NOTES

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

TYPICAL SECTION
 CR 724 & MSAS 111 (SWAN LAKE RD)
 FULL DEPTH RECLAMATION
 STA. 0+18 TO STA. 36+56



NOTE: REMOVE BITUMINOUS PAVEMENT FROM STA. 35+99 TO STA. 36+56

INPLACE DEPTH OF BITUMINOUS	
APPROX. STA. 4+45 / RT.	3.0"
APPROX. STA. 17+30 / LT.	3.5"
APPROX. STA. 21+10 / RT.	3.75"
APPROX. STA. 30+59 / LT.	3.5"
APPROX. STA. 32+11 / LT.	4.5"
APPROX. STA. 34+84 / RT.	3.0"

NO SCALE

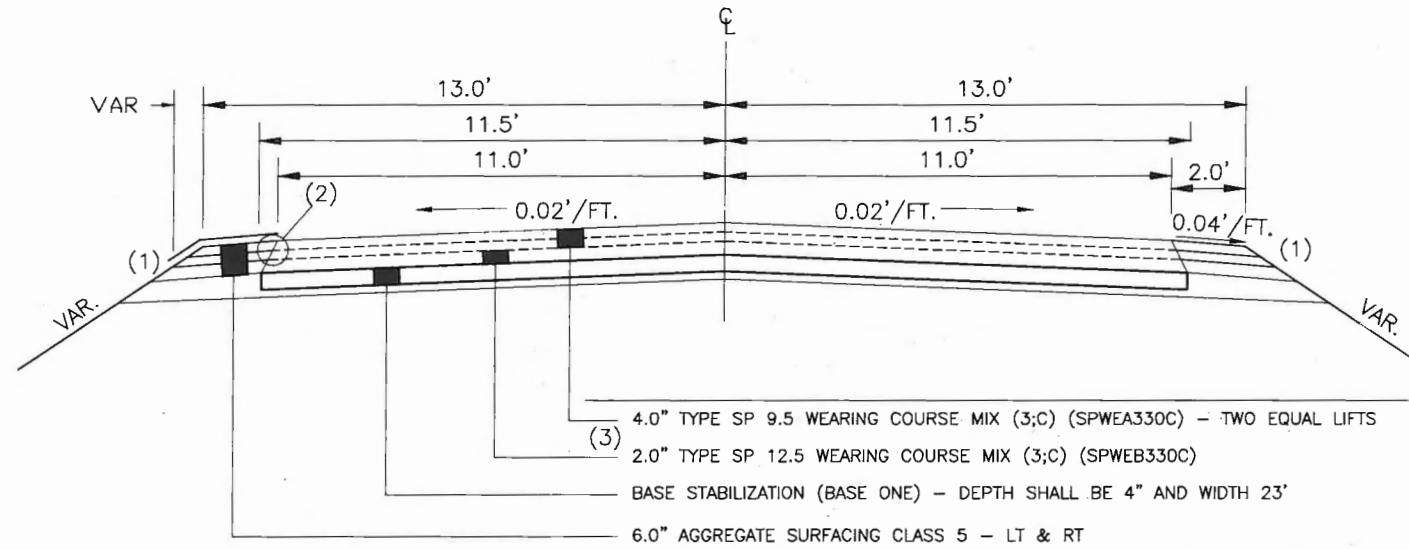
I HEREBY CERTIFY THAT THIS PLAN SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 SIGNATURE: *Stephen E. Krasaway*
 TYPED NAME: STEPHEN E. KRASAWAY

MM/DD/YYYY
 DATE: 4/5/97
 LIC. NO. 45397

CP 0724-369579 SAP 202-111-001 SAP 202-112-001

TYPICAL SECTIONS
 SHEET NO. 5 OF 50 SHEETS

TYPICAL SECTION
 MSAS 112 (SUNDBY RD)
 PLANT MIXED BITUMINOUS SURFACE AND AGGREGATE SHOULDERS
 STA. 0+20 TO STA. 13+68

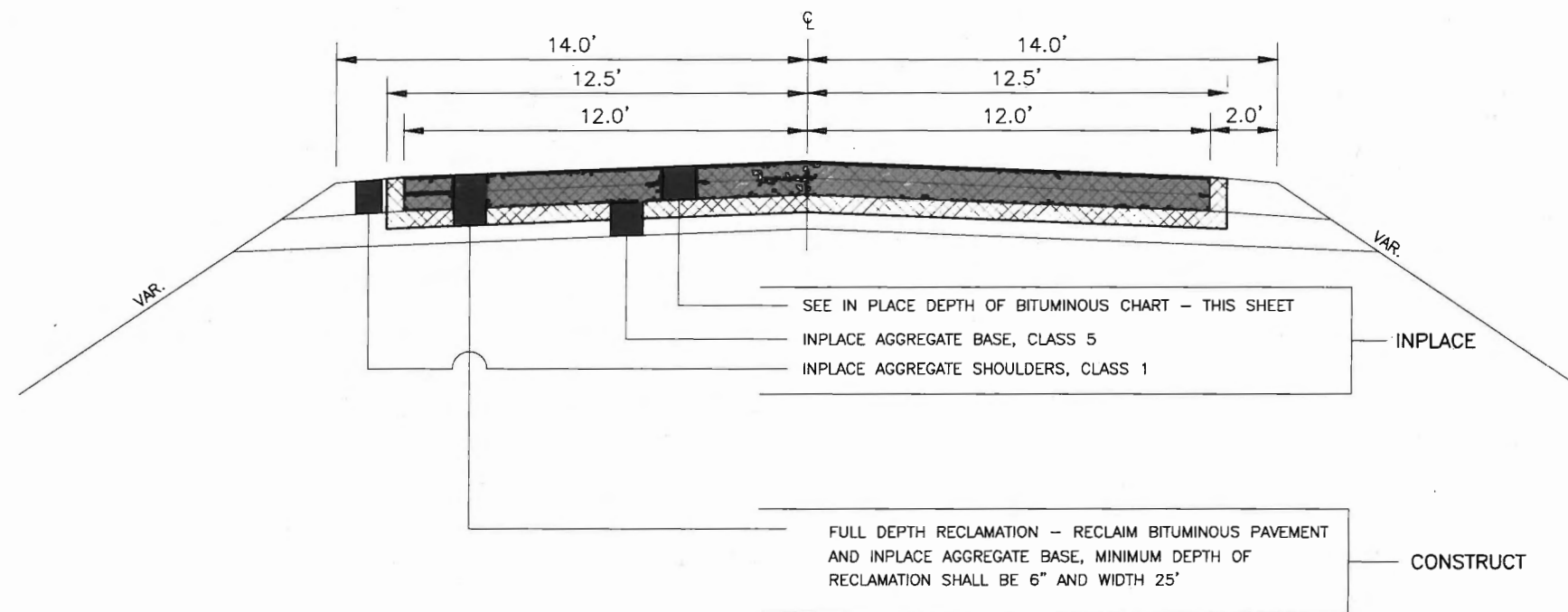


KEY NOTES

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

INPLACE DEPTH OF BITUMINOUS	
APPROX. STA. 1+92 / RT.	3.5"
APPROX. STA. 8+43 / LT.	3.5"

TYPICAL SECTION
 MSAS 112 (SUNDBY RD)
 FULL DEPTH RECLAMATION
 STA. 0+20 TO STA. 13+68



NO SCALE

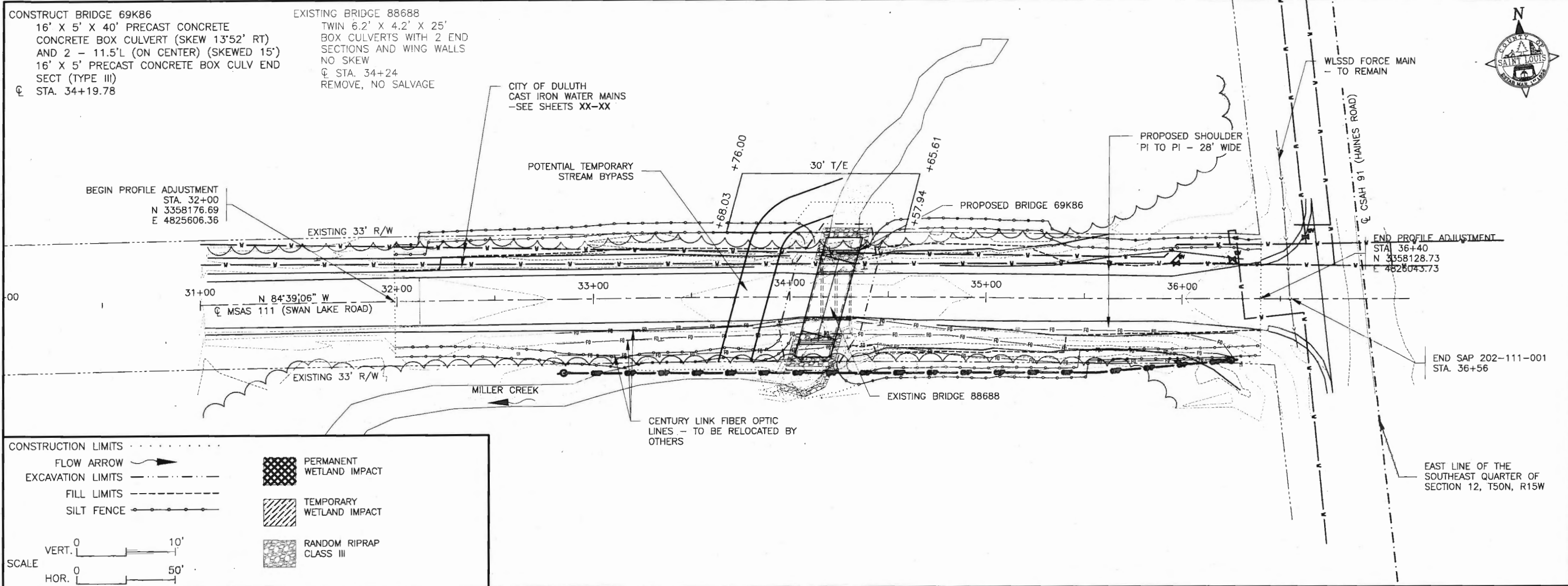
I HEREBY CERTIFY THAT THIS PLAN SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 SIGNATURE: *Stephen E. Krasaway*
 TYPED NAME: STEPHEN E. KRASAWAY

MM/DD/YYYY
 DATE: 4/5/97
 LIC. NO.

CP 0724-369579 SAP 202-111-001 SAP 202-112-001

TYPICAL SECTIONS
 SHEET NO. 6 OF 50 SHEETS

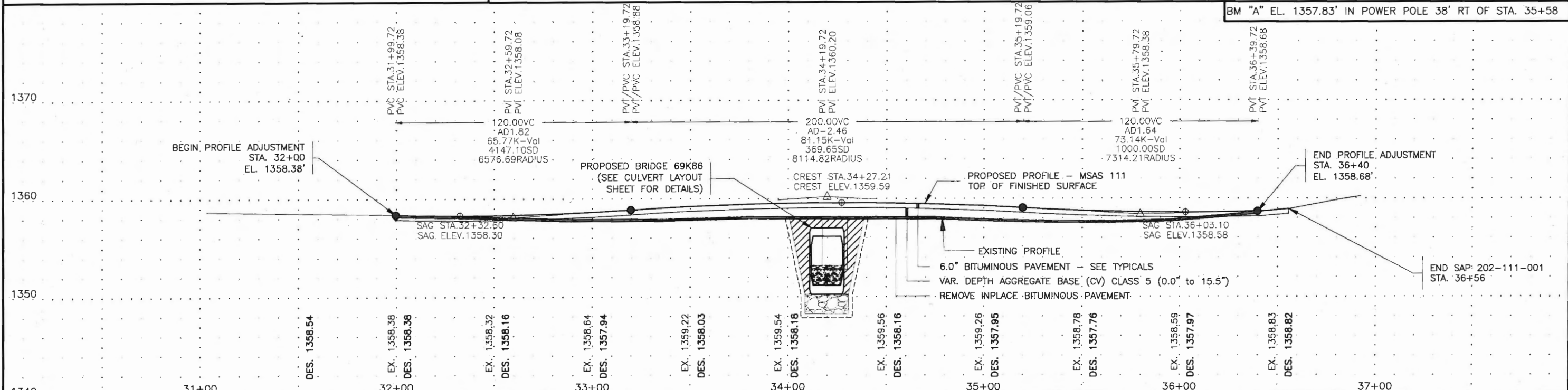
K:\Projects\701 - 800 CR\CR 724\CP 0724-369579\CP 0000-533596\400 Design\410 Drawings\410 Base\stream\CP 0724-369579 Stream A - 2.dwg



CONSTRUCTION LIMITS

- FLOW ARROW
- EXCAVATION LIMITS
- FILL LIMITS
- SILT FENCE
- PERMANENT WETLAND IMPACT
- TEMPORARY WETLAND IMPACT
- RANDOM RIPRAP CLASS III

SCALE
 VERT. 0 to 10'
 HOR. 0 to 50'



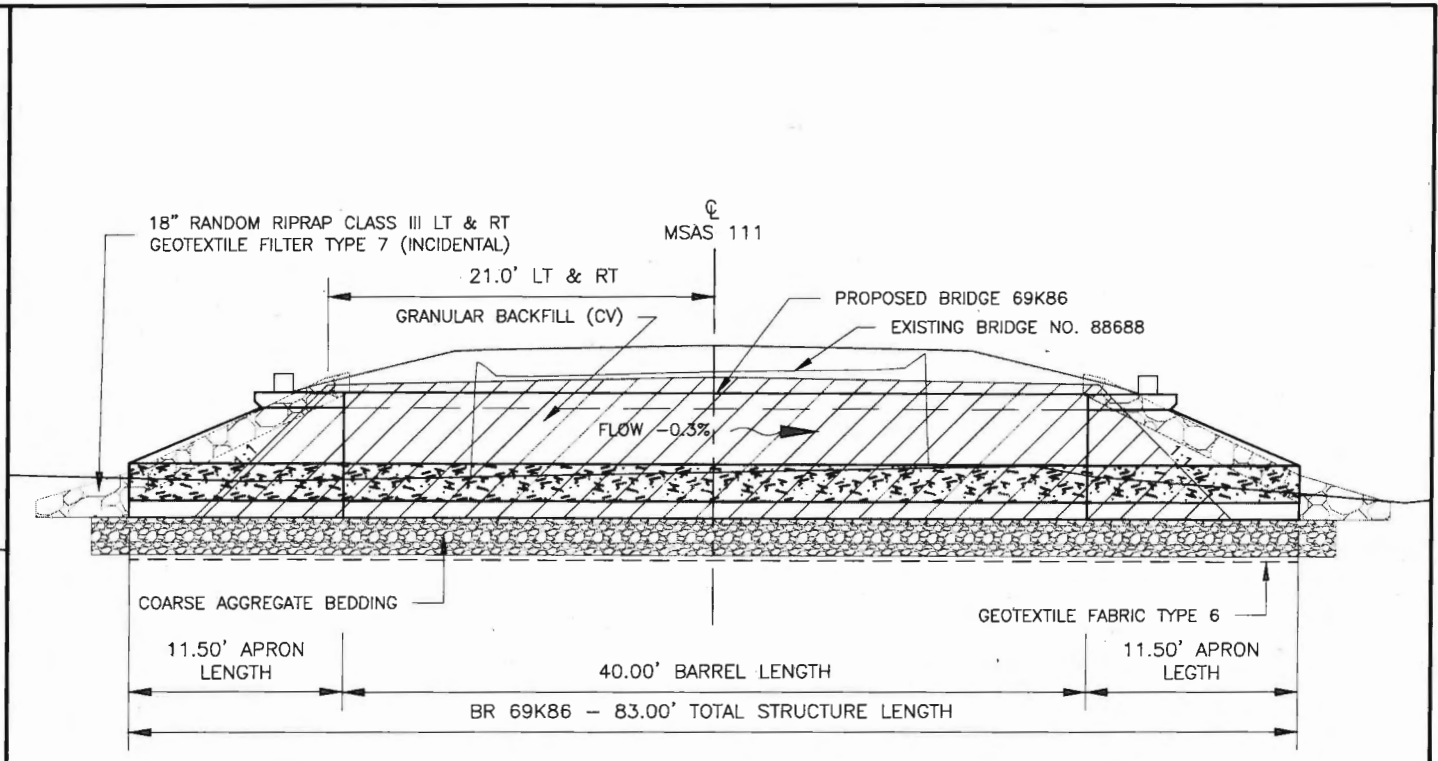
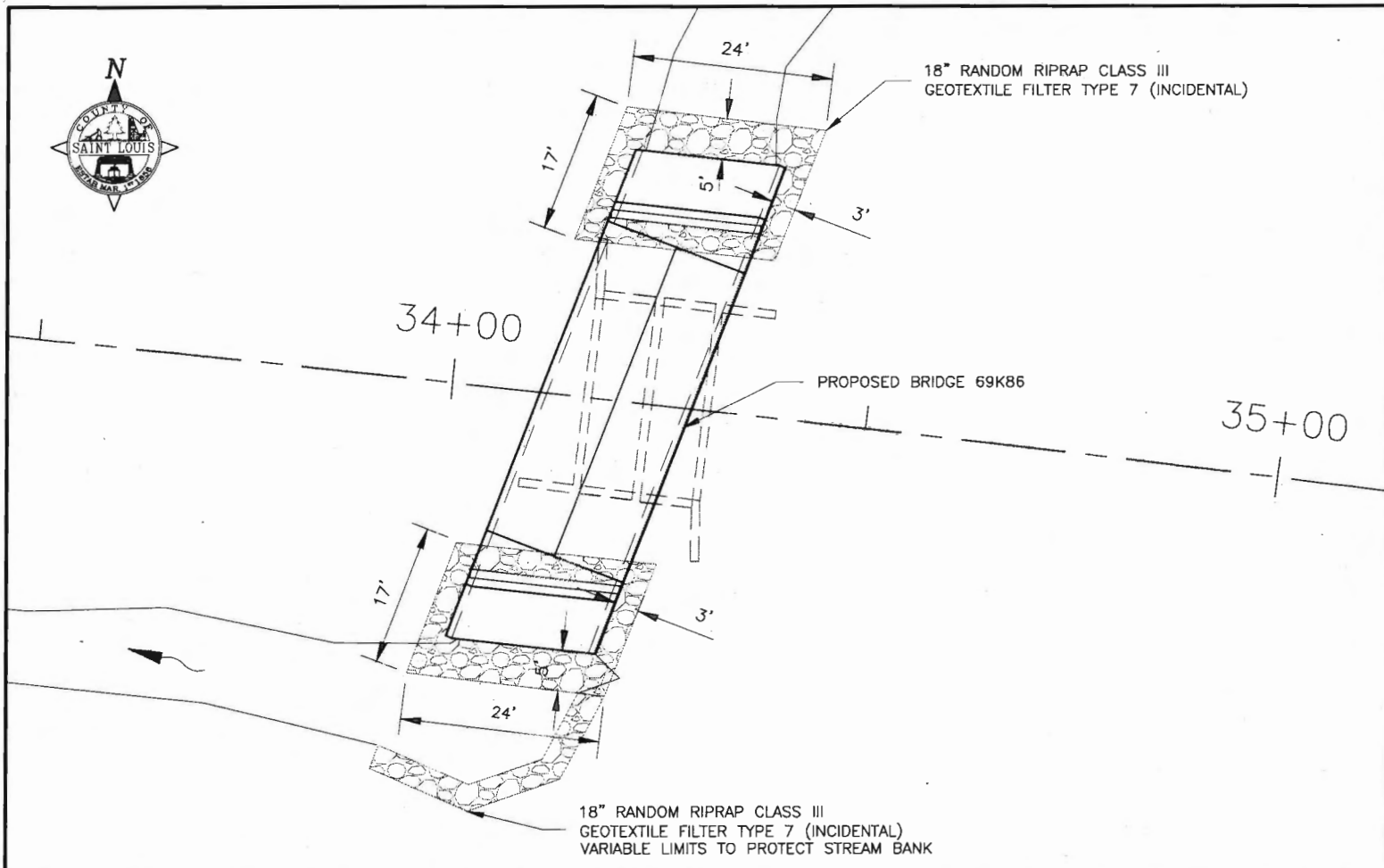
I HEREBY CERTIFY THAT THIS PLAN SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

STEPHEN E. KRASAWAY
 TYPED NAME

MM/DD/YYYY
 DATE
 45397
 LIC. NO.

CP 0724-369579 SAP 202-111-001 SAP 202-112-001

PLAN & PROFILE - BRIDGE 69K86
 SHEET NO. ---- OF 50 SHEETS

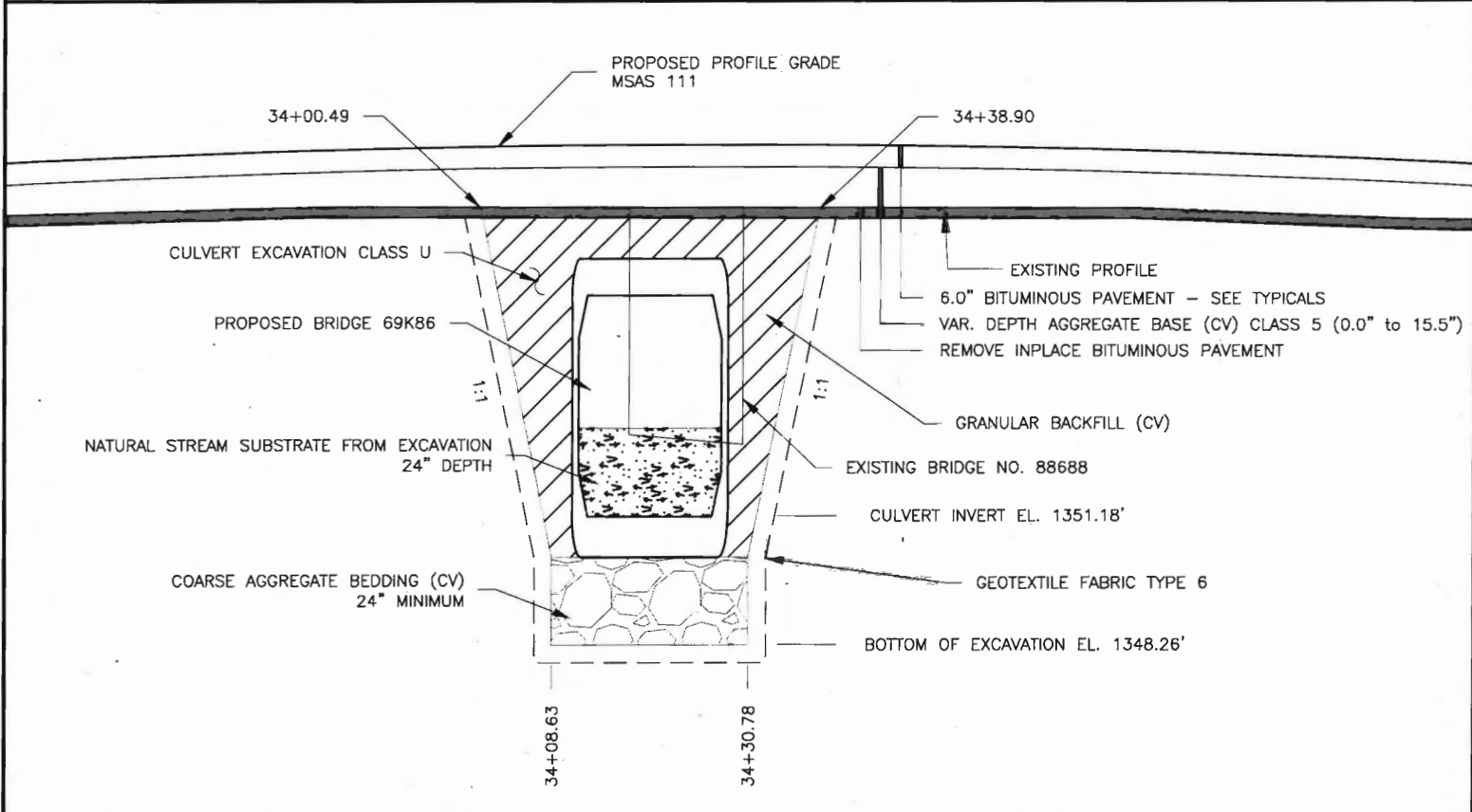


STA. 34+27.72
 PERP. OFFSET 30.34' LT
 E.O.A. EL. 1351.27'

STA. 34+11.75
 PERP. OFFSET 30.62' RT
 E.O.A. EL. 1351.09'

16' X 5' X 40' PRECAST CONCRETE CONCRETE BOX CULVERT (SKEW 13'52' RT)
 AND 2 - 11.5'L (ON CENTER) (SKEWED 15') 16' X 5' PRECAST
 CONCRETE BOX CULV END SECT (TYPE III)
 @ STA. 34+19.78

NOTE: THIS SECTION SHOWN AT SKEW IN LINE WITH BOX CULVERT.



NOTE: ALL DIMENSIONS ARE AT ROAD CENTERLINE. 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
 SIGNATURE

STEPHEN E. KRASAWAY
 TYPED NAME

MM/DD/YYYY
 DATE
 45397
 LIC. NO.

HYDRAULIC ENGINEERS RECOMMENDATION
 DATE: 05-22-2020

STREAM OR DITCH DESIGNATION: MILLER CREEK
 DRAINAGE AREA: 2.76 SQ. MI.
 MAX. FLOOD ON RECORD: UNKNOWN
 MAXIMUM OBSERVED HIGHWATER ELEVATION: UNKNOWN
 DESIGN FLOOD (25 YR. FREQ.): 250 C.F.S.
 HEADWATER ELEVATION: 1358.74 FT.
 DESIGN MEAN VELOCITY THROUGH STRUCTURE: 4.9 F.P.S.
 TOTAL STAGE INCREASE:
 NATURAL CONDITION = -0.49 FT
 EXISTING CONDITION = 0.18 FT
 LOW MEMBER AT OR ABOVE ELEVATION: N/A
 WATERWAY AREA REQUIRED BELOW ELEV. 1358.74 = 137.78 SQ. FT.
 AT RIGHT ANGLES TO CHANNEL.
 BASIC FLOOD (100 YR. FREQ.): 371 C.F.S.
 HEADWATER ELEVATION: 1359.60 FT.
 TOTAL STAGE INCREASE:
 NATURAL CONDITION = -0.01 FT
 EXISTING CONDITION = 0.26 FT
 MEAN VELOCITY THROUGH STRUCTURE: 6.3 F.P.S.
 FLOWLINE ELEVATION: 1353.43 FT. SKEW ANGLE: 0°
 ESTIMATED PRELIMINARY TOTAL SCOUR AT PIER EL.: N/A
 (500 or 0T YR. FREQ.)

K:\Projects\701 - 800 CR\CR 724\CP 0724-369579\CP 0000-533596\400 Design\410 Drawings\410 Base\stream\CP 0724-369579 Stream A - 2.dwg

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



DATE: December 2, 2020 **Meeting Date:** 12/7/20

SUBJECT: Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448 **Agenda Item: 12-G** **Resolution 2020-169**

REQUESTED ACTION

Approve Change Order #4 to Utility Systems of America for a Time Extension changing the completion date to August 31, 2021 due to USACOE permit delay, COVID-19 delays, and extra work items.

BACKGROUND

On Wednesday, November 4th, 2020 Utility Systems of America formally requested via an email that that completion date be extended on the Trunk Sewer Spur & Munger Trail Spur project. The original completion date in the contract is December 31, 2020. The requested completion date is August 31, 2021. USA first inquired about a completion date extension at the pre-construction meeting. At that time, NCE directed USA to proceed with work and submit a time extension request near the end of 2020 after understanding the progress made and remaining work to complete. City staff and NCE agreed that USA had a valid claim with the wetland permit delating the start by (4) months, COVID-19 delays and Change Order work.

The City staff and NCE fully support the extension which will produce a better construction product for the City of Hermantown. One stipulation of this change order is that the trail segment from Hermantown Road to Stebner Park must be fully complete by June 30th, 2021 to meet grant requirements. The remainder of the work will be required to meet the August 31st, 2021 completion date requested.

Original Contract Completion Date: December 31, 2020
Requested Contract Completion Date: August 31, 2021

NCE has reviewed information and recommends approval of the Change Order #4 extending the completion date to August 31, 2021. I recommend this Change Order be approved at the December 7, 2020 City Council Meeting.

SOURCE OF FUNDS (if applicable)

Sales Tax

ATTACHMENTS

Change Order #4 – Time Extension Request
USA email dated November 4th, 2020

Resolution No. 2020-169

RESOLUTION APPROVING CHANGE ORDER NUMBER 4 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. 4 for:

1. A Time Extension to complete the project. The original contract completion date was December 31, 2020. The requested completion date due to this time extension request will be August 31, 2021. This change order will modify the project completion date to August 31, 2021. However, all trail work from Stebner Park to Hermantown Road must be completed by June 30, 2021. This means the trail must be completely paved and stabilized prior to June 30, 2021.

WHEREAS, Utility Systems of America, Inc. has recommended such Change Order No. 4, and;

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

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

1. Change Order No. 4 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 December 7, 2020.

Date of Issuance: 12/1/20	Effective Date: 12/7/20
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	Contract Name: 448


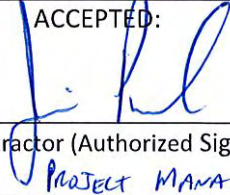
The Contract is modified as follows upon execution of this Change Order:

Description:

USA submitted a request for a Time Extension to complete the project. The original contract completion date was December 31st, 2020. The requested completion date due to this time extension request will be August 31st, 2021. This change order will modify the project completion to August 31st, 2021. However, all trail work from Stebner Park to Hermantown Road, must be completed by June 30th, 2021. This means the trail must be completely paved and stabilized prior to June 30th, 2021.

Attachments: 1) Memo, 2) Email from USA on November 4, 2020

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
No change in contract price associated with this change order.	Original Contract Times: <u>December 31st, 2020</u>
	Contract Times prior to this Change Order: Final Completion: <u>December 31st, 2020</u>
	Increase of this Change Order: Final Completion: <u>August 31, 2021</u>
	Contract Times with all approved Change Orders: Final Completion: <u>August 31, 2021</u>

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: 	By: 	By: 
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: <u>City Engineer</u>	Title: <u>City Engineer</u>	Title: <u>PROJECT MANAGER</u>
Date: <u>12/1/2020</u>	Date: <u>12/1/2020</u>	Date: <u>12-1-20</u>

Adam Zwak

From: Utility Systems of America Inc. <usainc@mchsi.com>
Sent: Wednesday, November 4, 2020 3:43 PM
To: David Bolf
Cc: Adam Zwak; adamcastle2018usa@gmail.com; usainc@mchsi.com; Patrick Raye
Subject: Hermantown- Trunk Sewer Spur and Trail Spur
Attachments: DOC110320.pdf

David,

Attached is our revised schedule for the above referenced project. It is our intention to complete the installation of the trunk sewer to manhole 236 this year and to complete the final connection to the lift station next spring. The completion of the trail and the maintenance road will be next year when the weather conditions are more favorable. Because of the existing soils, it appears as though there will need to be a significant quantity of granular backfill hauled in from offsite to complete the maintenance road from manhole 225 to the lift station. We think this should be investigated before the maintenance road is constructed in this area.

For the following reasons, we are requesting that the substantial completion date be extended to July 31, 2021 and the final completion date be extended to August 31, 2021:

1. Late start resulting from the delayed USACOE permit approval. Because of the saturated soil and surface conditions from the spring thaw and the road restrictions it made it nearly impossible for us to get our pipe bedding aggregates in place. This was the worst possible time of the year to start the project. Our crew had to create some site drainage and we had to allow adequate time for the site to dry.
2. Delays resulting from the pandemic. From March until June the City was unable to perform the pre-condition surveys for blasting because of the pandemic. Therefore, we could not complete the work as per our schedule in these areas and we had to move around and adjust our approach to the project.
3. Extra work related to the garbage we encountered between manholes 202 and 204.
4. Extra work to install a water main across Anderson Road.
5. Extra work to install an additional box culvert.
6. The engineer preferred to wait to pave the trail and maintenance road until next year.

Even though we had to overcome some obstacles at the beginning of the project, we have worked diligently to ensure that the project progressed in a positive direction. Thank you for your consideration in this matter.

Jim Pucel, PE
Utility System of America

-----Original Message-----

From: Utility Systems of America [mailto:usainc@mchsi.com]
Sent: Tuesday, November 3, 2020 1:51 PM
To: Laurice's Pc
Subject: Send data from MFP11343894 11/03/2020 11:50

Scanned from MFP11343894
Date:11/03/2020 11:50
Pages:2
Resolution:200x200 DPI

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



DATE: December 2, 2020 **Meeting Date:** 12/7/20

SUBJECT: Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448 **Agenda Item: 12-H** **Resolution 2020-170**

REQUESTED ACTION

Approve Pay Application #9 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 #9 for the work associated with the Hermantown Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448 from Pay Application #8 through November 28, 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 #9 is **\$118,902.95**. The City will hold a 5% retainage of the completed construction through the duration of the project. This retainage amount stands at **\$160,284.41** 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 **\$118,902.95** be authorized at the December 7, 2020 City Council Meeting.

SOURCE OF FUNDS (if applicable)

Sales Tax

ATTACHMENTS

Pay Application #9

Resolution No. 2020-170

RESOLUTION APPROVING PAY REQUEST NUMBER 9 FOR SEWER IMPROVEMENT DISTRICT NO. 448 TO UTILITY SYSTEMS OF AMERICA, INC. IN THE AMOUNT OF \$118,902.95

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. 9 in the amount of \$118,902.95; 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. 9 provided that \$160,284.41 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. 9 is hereby approved.
2. The City is hereby authorized and directed to pay to Utility Systems of America, Inc. the sum of \$118,902.95 which is the amount represented on Pay Request No. 9.

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 December 7, 2020.

December 1, 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 #9 for the work associated with the Hermantown Trunk Sewer Spur & Munger Trail Spur – Sanitary Sewer Improvement District No. 448 from Pay Application #8 through November 28, 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 #9 is **\$118,902.95**. The City will hold a 5% retainage of the completed construction through the duration of the project. This retainage amount stands at **\$160,284.41** 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 **\$118,902.95** be authorized at the December 7, 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. 9

Application Period: October 28, 2020 to November 28, 2020		Application Date: 12/1/2020
To (Owner): City of Hermantown	From (Contractor): Utility Systems of America, Inc.	Via (Engineer): Northland Consulting Engineers, LLP
Project: Trunk Sewer Spur & Munger Trail Spur - Sanitary Sewer Improvement District No. 448	Contract: Trunk Sewer Spur & Munger Trail Spur - Sanitary Sewer Improvement District No. 448	
Owner's Contract No.: Sanitary Sewer Improvement District No. 448	Contractor's Project No.:	Engineer's Project No.: 16-808


**Application For Payment
Change Order Summary**

Number	Additions	Deductions	
1	\$15,100.00		1. ORIGINAL CONTRACT PRICE..... \$ 54,209,784.30
2	\$28,900.00		2. Net change by Change Orders..... \$ 137,908.57
3	\$93,908.57		3. Current Contract Price (Line 1 ± 2)..... \$ 54,347,692.87
4			4. TOTAL COMPLETED AND STORED TO DATE
			See attached Pay Application Summary (Line E)..... \$ 3,205,688.12
			5. RETAINAGE:
			a. 5% X \$3,184,791.72 Work Completed..... \$ 159,239.59
			b. 5% X \$20,896.40 Stored Material..... \$ 1,044.82
			c. Total Retainage (Line 5.a + Line 5.b)..... \$ 160,284.41
			6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 3,045,403.71
			7. LESS PREVIOUS PAYMENTS (Line 8)..... \$ 52,926,500.76
			9. AMOUNT DUE THIS APPLICATION..... \$ 118,902.95
			10. BALANCE TO FINISH, PLUS RETAINAGE
			(Line 3 - 4 + Line 5.c above)..... \$ 1,302,289.16
TOTALS	\$137,908.57		
NET CHANGE BY CHANGE ORDERS		\$137,908.57	

**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	11/2/2020	\$ 322,822.04
9		
10		
11		
12		
13		
14		
8. TOTALS		\$2,926,500.76

Payment of: \$ 118,902.95
(Line 9 or other - attach explanation of the other amount)

is recommended by:  12/1/2020
David Bolt, P.E. - City Engineer (Date)

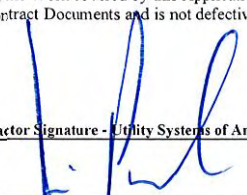
Contractor's Certification

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: 12-1-20



Pay Application #9 - 12/01/20
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	0.60	\$ 260,400.00	0.20	0.15	\$ 65,100.00	0.75	\$ 325,500.00
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	10,534	\$ 115,874.00	3,923	3,200	\$ 35,200.00	13,734	\$ 151,074.00
21	2106.507	COMMON EMBANKMENT (CV)	CY	3,924	\$ 7.00	3,179	534	\$ 3,738.00	745	888	\$ 6,216.00	1,422	\$ 9,954.00
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	4,680	\$ 556,920.00	-	-	\$ -	4,680	\$ 556,920.00
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	462.15	\$ 242,628.75	-	-	\$ -	462.15	\$ 242,628.75
51	2506.602	CASTING ASSEMBLY SPECIAL	EACH	33	\$ 800.00	33	26	\$ 20,800.00	-	-	\$ -	26	\$ 20,800.00
52	2506.602	MANHOLE FRAME SEAL (EXTERNAL)	EACH	38	\$ 250.00	38	28	\$ 7,000.00	-	-	\$ -	28	\$ 7,000.00
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		\$ 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	17,196	\$ 38,691.00	4,922	5,924	\$ 13,329.00	23,120	\$ 52,020.00
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	0.85	\$ 42,500.00	1	\$ 42,500.00
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	8.00	\$ 480.00	2.75	2.75	\$ 165.00	10.8	\$ 645.00
66	2575.508	SEED MIXTURE 36-311 (UPLAND)	LB	775	\$ 35.00	550	358	\$ 12,530.00	225	225	\$ 7,875.00	583	\$ 20,405.00
67	2575.508	SEED MIXTURE 34-371 (WETLAND)	LB	575	\$ 75.00	450	245	\$ 18,375.00	125	125.0	\$ 9,375.00	370	\$ 27,750.00
68	2575.605	MULCH MATERIAL TYPE 1	ACRE	16.75	\$ 700.00	14.00	7.60	\$ 5,320.00	2.75	2.75	\$ 1,925.00	10.4	\$ 7,245.00
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 ORDER #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
\$2,720,930.12	\$463,861.60	\$3,184,791.72

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% \$ (188,067.58)
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)	\$3,205,688.12
F. 5% RETAINAGE (Line E x 5%)	\$ 160,284.41
G. LESS PREVIOUS PAY APPS	\$ 2,926,500.76

PAY APPLICATION #9 (Line E - F - G)	\$ 118,902.95
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