



Hermantown City Council Meeting - Monday, March 6, 2023

Hermantown's upcoming City Council meeting will include both remote access and in-person access to Council Chambers. The remote access will be available through the platform, "Zoom," which allows the public to view and participate in the meeting via phone or computer. Interested parties can also choose to attend the City Council meetings in person at City Hall.

Remote access to the 6:30 p.m. City Council Meeting via Zoom:

<https://us02web.zoom.us/j/84409952143?pwd=cGdaNzZmU2NYdGxsUDIQVDVxeU9LQT09>

and/or by calling the number (312) 626-6799 and utilizing the meeting ID number of 844 0995 2143 and the passcode of 0260647091.

Public comment may also be submitted in advance of the meeting. Comments, questions, or concerns can be e-mailed to Community Engagement Director, Joe Wicklund, at jwicklund@hermantownmn.com up to 3:30 p.m. the day of the meeting with the e-mail title "City Council Meeting." It is important to note that all comments regarding this 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
- Everyone has varying levels of comfort regarding remote technology, so grace and understanding are appreciated

The 4:30 p.m. Pre-Agenda Meeting will be available in-person only at City Hall. Public comment is not a factor in the pre-agenda meeting, but the meeting is open and members of the public are invited and welcome to attend to this meeting.



AGENDA

Pre-Agenda Meeting Monday, March 6, 2023 at 4:30 p.m.

Council Chambers, 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 Monday, March 6, 2023 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, March 6, 2023 at 4:30 p.m.
Council Chambers, City Hall - Hermantown Governmental Services Building**

**City Council Meeting Monday, March 6, 2023 at 6:30 p.m.
Council Chambers, City Hall - Hermantown Governmental Services Building**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ANNOUNCEMENTS**
Council Members may make announcements as needed.
5. **PUBLIC HEARING**
Only when necessary. The rule adopted three minutes per person if necessary. Any action required after the public hearing will be taken immediately following the closing of the public hearing.
6. **COMMUNICATIONS**
 - A. Correspondence 23-33 through 23-37 placed on file 6
 - B. **23-37** 8
From: Liz Paulson, Hermantown Resident
To: Mayor & City Council
Re: Okerstrom Sewer Line
7. **PRESENTATIONS**
 - A. **Staffing (including Fire Department discussion)**
John Mulder, City Administrator
(Pre-Agenda Only)
 - B. **HPD 2022 Annual Report** 9
Jim Crace, Chief of Police
(Pre-Agenda Only)
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. **MOTIONS**
10. **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 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 February 21, 2023 City Council Continuation Minutes **42**
- B. **Accounts Payable** - Approve general city warrants from February 15, 2023 through February 28, 2023 in the amount of \$539,047.87 **46**

11. **ORDINANCES**

- A. **2023-02 An Ordinance Amending Hermantown Code of Ordinances By Adding A New Section 405, Sale of Tetrahydrocannabinol Products** **55**

(first reading)
- B. **2023-03 An Ordinance Amending Hermantown Code Of Ordinances Section 270 - Fee Schedule** **62**

(first reading)

12. **RESOLUTIONS**

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

- A. **2022-131 Resolution Accepting An Amended Proposal From Northland Consulting Engineers For Engineering Services For Design And Construct Engineering For The Sanitary Sewer Trunkline Spur From Oak Ridge Drive To The Trunkline Under The City Engineers Contract With The City** (tabled from 11/21/2022) **72**

(motion, roll call)
- B. **2023-22 Resolution Receiving Bids And Awarding Contract For Street Road Improvement No. 543 (Lindahl Road Bridge Removal) In The Amount of \$76,000** **75**

(motion, roll call)
- C. **2023-23 Resolution Approving Final Plans And Specifications And Ordering Advertisement For Bids For Street Improvement Project No. 538 (Richard Avenue, Lindgren Road, Stevie Drive & A Frontage Road & Sam's Way)** **93**

(motion, roll call)
- D. **2023-24 Resolution Approving Preliminary And Final Plat Of Stebner Woods And Imposing Conditions On The Final Plat** **100**

(motion, roll call)

- E. **2023-25 Resolution Approving An Extension Of The Final Planned Unit Development Plan For Engwalls Redevelopment** **113**

(motion, roll call)

- F. **2023-26 Resolution Approving A Special Use Permit For The Construction Of A Two-Family Home In A R-3 Residential Zoning District** **116**

(motion, roll call)

- G. **2023-27 Resolution Approving Utility And Infrastructure Director Job Description And Position** **126**

(motion, roll call)

- H. **2023-28 Resolution Authorizing The Director Of Finance & Administration To Amend Selected 2022 Budgets And Make Transfers** **134**

(motion, roll call)

- I. **2023-29 Resolution Awarding Contract For John Deere 1025r Sub-Compact Utility Tractor And Implements For \$29,400.20 Which Includes Applicable Taxes And Fees** **138**

(motion, roll call)

13. **RECESS**

Date: March 1, 2023
To: City Council
From: John Mulder, City Administrator
RE: Correspondence

In your agenda 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.

I have included in the agenda packet only the correspondence that we believe to be of special interest.

2023 CORRESPONDENCE

| <u>DATE</u> | <u>LOG #</u> | <u>FROM</u> | <u>TO</u> | <u>REGARDING</u> | <u>FILED</u> |
|-------------|--------------|---------------------------------------|---------------------------|--|--------------|
| 2/16/2023 | 23-33 | Rashmi Brewer, DOT | David Bolf, City Engineer | SAP 202-080-003, LRIP Funding Approved | 2/13/2023 |
| 2/16/2023 | 23-34 | Eric Johnson, Comm. Dev. Dir. | Planning Commission | Preliminary & Final Plat - Titan Premier, LLC - 383X Stebner Rd. | 2/15/2023 |
| 2/16/2023 | 23-35 | Eric Johnson, Comm. Dev. Dir. | Planning Commission | Sign Ordinance Examples From Various Cities in Minnesota | 2/15/2023 |
| 2/17/2023 | 23-36 | Nancy Daubenberger, MNDOT | David Bolf, City Engineer | Notice of Annual Distribution | 2/2/2023 |
| 2/28/2023 | 23-37 | Dave & Liz Paulson, 4801 Anderson Rd. | City Council | Okerstrom Rd. Sewer Project | 2/27/2023 |

From: "Liz Paulson" <paulson0517@aol.com>
To: "councilorgeissler@hermantown.com" <councilorgeissler@hermantown.com>,
"councilorjones@hermantown.com" <councilorjones@hermantown.com>,
"councilorhjelle@hermantown.com" <councilorhjelle@hermantown.com>,
"councilorleblanc@hermantown.com" <councilorleblanc@hermantown.com>
Cc:
Sent: Mon, Feb 27, 2023 at 3:54 PM
Subject: Okerstrom sewer line

Good day,

We are Liz and Dave Paulson. We reside at 4801 Anderson Road and have lived there for over 35 years. Our family has lived on this corner lot for well over 110 years. We would be directly affected by the proposed Okerstrom road sewer project and would like to share our thoughts on this proposal.

Ideally, we would like our quiet neighborhood to stay the same after putting water and sewer down the road. Keeping this portion a dirt road, or even just black topping it would be our first choice. We have great concerns about foot and vehicle traffic if this road is enhanced as per the proposal. At one point, there was talk of extending the walking trail to include this portion of the Okerstrom. . . . even that would be better than the proposed blacktop, curb, gutter and sidewalk proposal.

We hope that before the vote is taken, everyone can come and see for themselves what is being proposed. Seeing it in person is much different than how it appears on paper. Some of the existing buildings will be only feet from the proposed road.

Like so many of us, we live here for the quiet beauty, and peaceful surroundings.

If you should have any questions, or would like to meet up with us on the road to see the area, please don't hesitate to contact us. Thank you for your time.

Sincerely,

Dave and Liz Paulson
4801 Anderson Road
Hermantown, MN 55811

218 722 1878

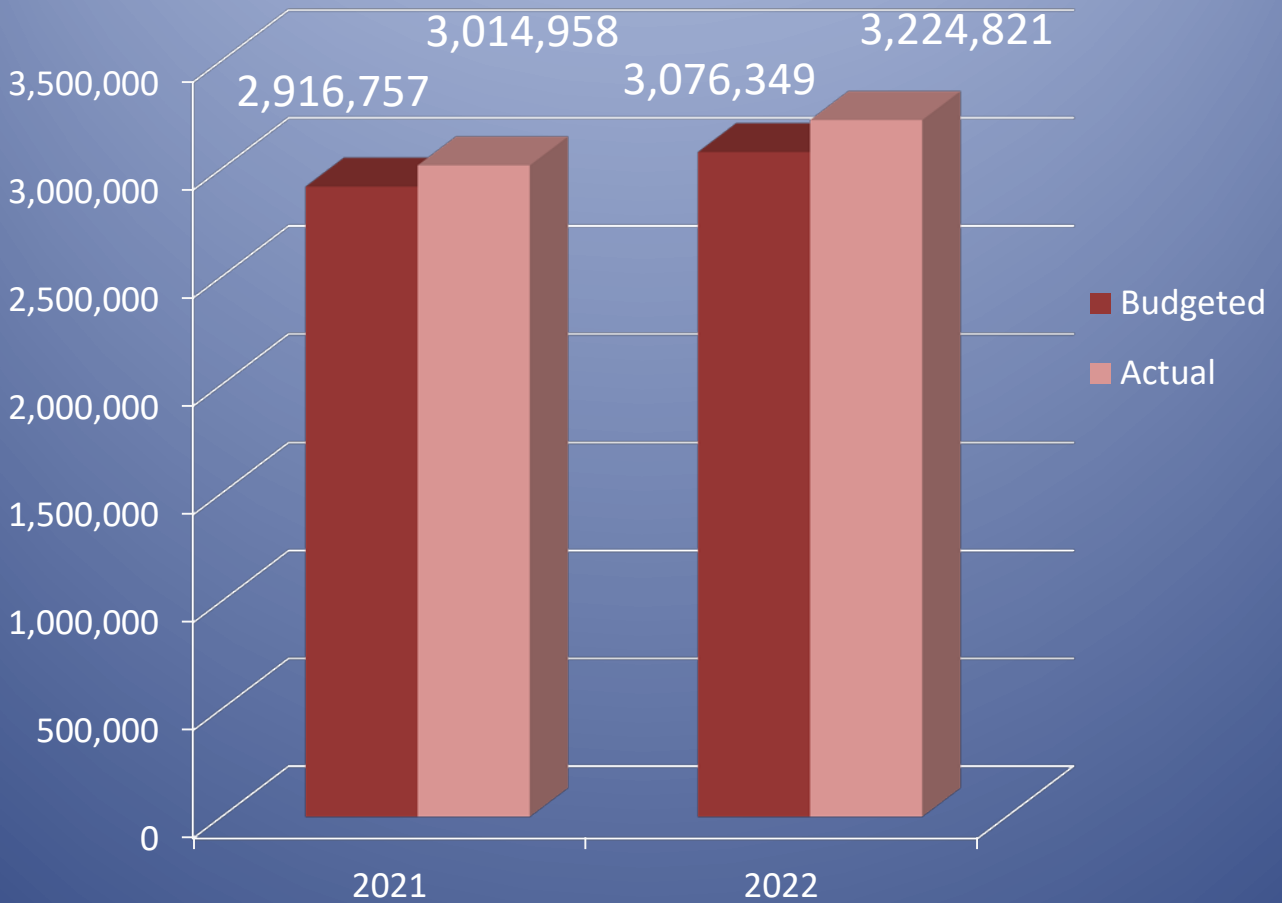


The 2022 Annual Report Hermantown Police Department

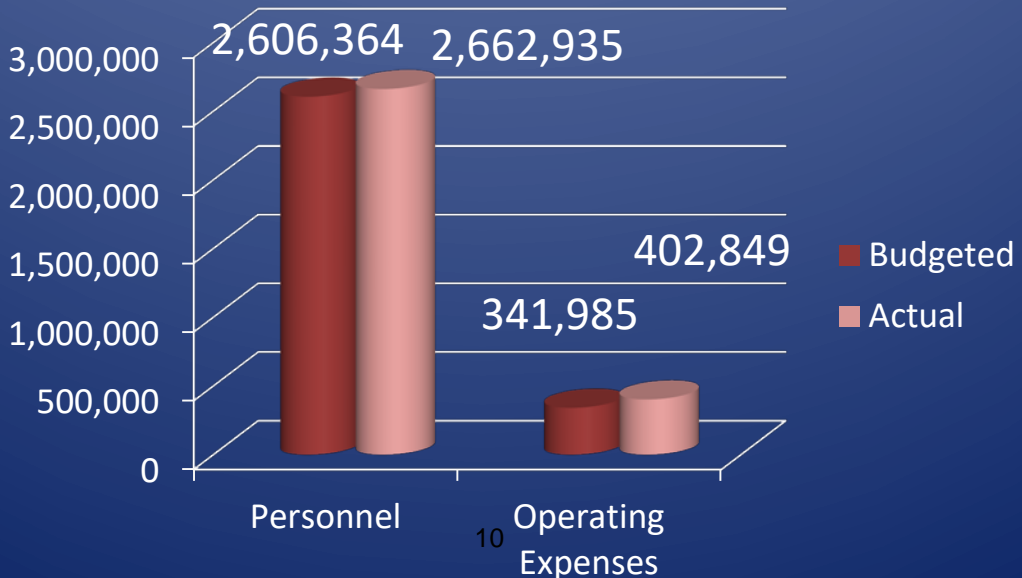


Budget

Yearly Budget Comparison

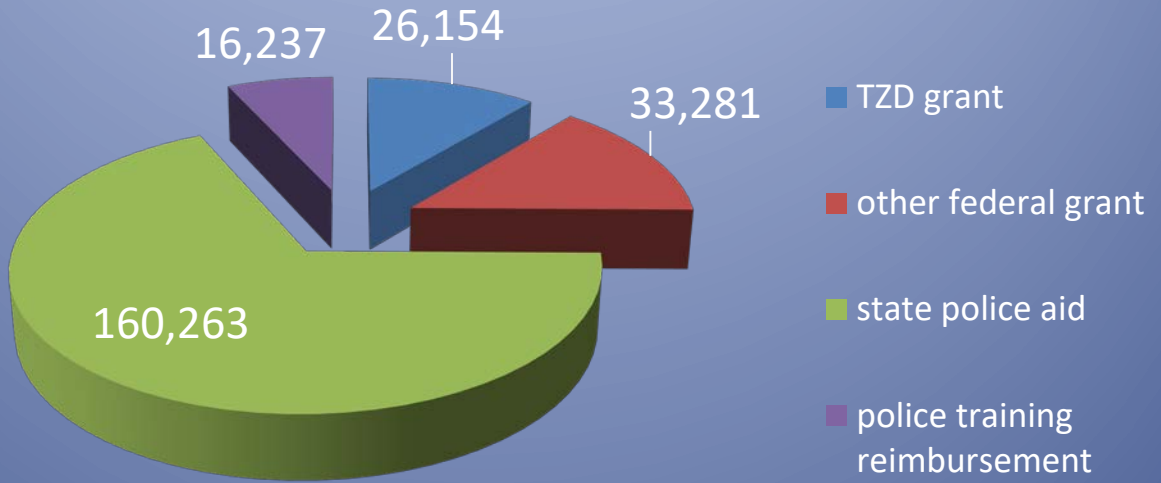


2022 Budget Expenses

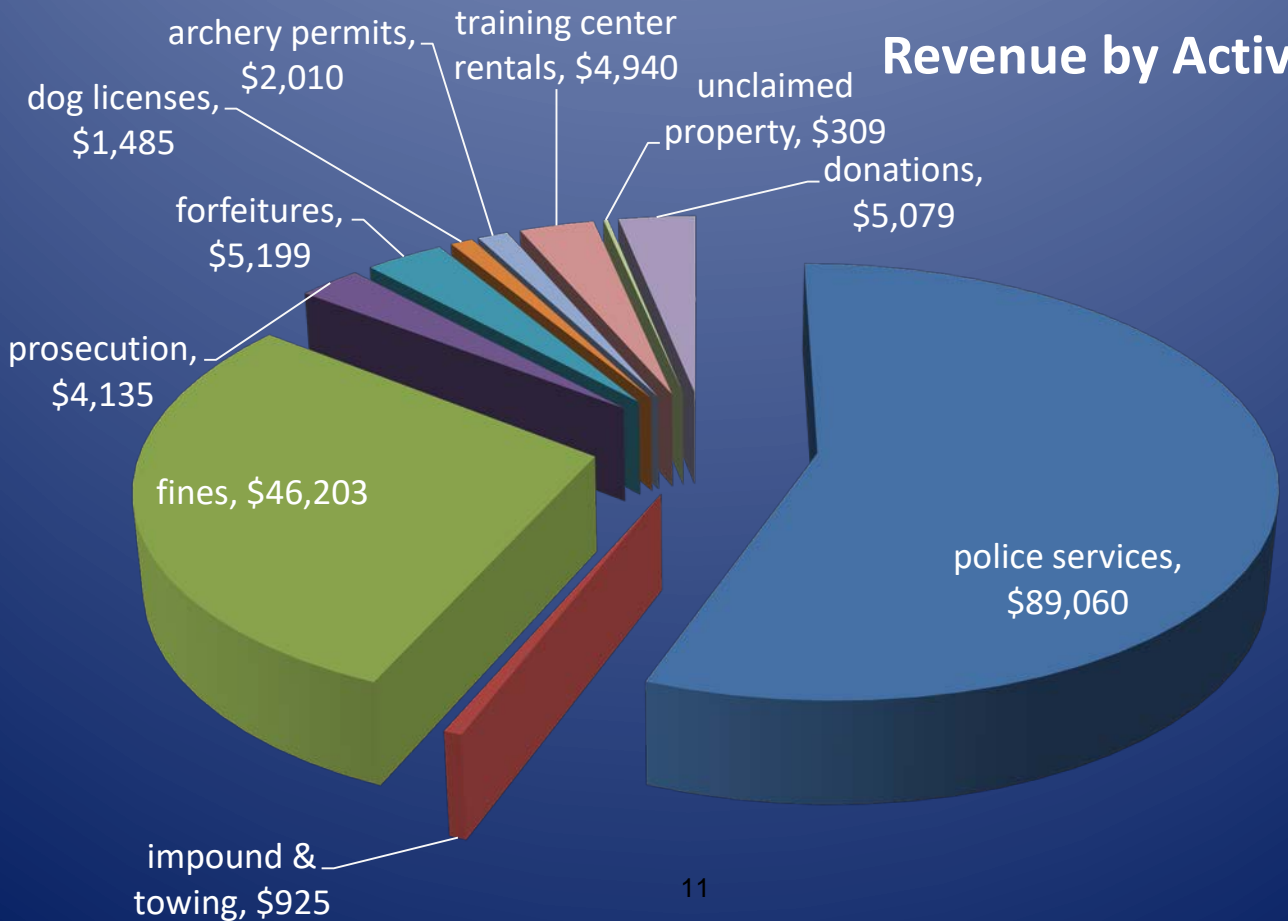


Revenue

Revenue by Program



Revenue by Activity



Total Revenue: \$395,281

Fleet

HPD has thirteen vehicles in the fleet. Most are driven primarily for patrol functions. All squads except the Detective vehicle are fully equipped and can be used for primary patrol. HPD traditionally buys two squads per year to keep the fleet in good working order. Squads are replaced at around 90,000 miles to protected against costly repairs. HPD logged over 151,000 miles in 2022.



Squad Miles

| Assignment | Squad # | Year/Model | Jan 2022 | Jan 2023 | Miles Driven |
|------------------------------|---------|------------------|---------------------------|----------|----------------|
| Investigative Commander | 10 | 2015 Durango | 40,000 | 46,805 | 6,805 |
| Patrol Commander | 11 | 2014 Charger | 81,308 | 85,836 | 4,528 |
| Patrol Officer | 12 | 2015 Interceptor | 105,701 | 116,372 | 10,671 |
| Detective | 13 | 2014 Interceptor | 74,403 | 79,552 | 5,149 |
| Sergeant/K-9 | 14 | 2021 Tahoe | 6,919 | 26,145 | 19,226 |
| Patrol Officer | 15 | 2019 Interceptor | 77,901 | 104,970 | 27,069 |
| SRO | 16 | 2018 Silverado | 22,499 | 27,770 | 5,271 |
| Patrol Officer | 17 | 2020 Tahoe | 33,938 | 57,601 | 23,663 |
| Patrol Officer | 18 | 2018 Interceptor | 105,907 | 118,132 | 12,225 |
| Detective | 19 | 2018 Interceptor | 20,920 | 25,978 | 5,058 |
| Chief | 20 | 2015 Tahoe | 66,159 | 72,700 | 6,541 |
| Patrol Officers | 21 | 2019 Tahoe | 71,006 | 84,338 | 13,332 |
| Sergeant/K-9 | 22 | 2021 Tahoe | 3,928 | 15,761 | 11,833 |
| Total Miles 2021-2022 | | 172,212 | TOTAL MILES DRIVEN | | 151,371 |

Staffing

Chief



**Commander
Patrol**



**Commander
Investigations /
Administrative**



**Sergeant
Patrol**



**Sergeant
Patrol**



Detectives



SRO



**A Crew
Patrol**



**B Crew
Patrol**



**Evidence
Tech**



Records Techs



Staffing

| Personnel | Position | Begin Service | End Service | Years of Service |
|---|--------------------------|---------------|-------------|------------------|
| James Crace | Chief of Police | 04/01/11 | | 11 |
| Mark Gunderson | Commander - Patrol | 05/03/04 | | 18 |
| Jon Esterbrooks | Commander -Inv / Admin | 02/17/09 | | 13 |
| Griffin Pfeiffer | Sergeant / K9 Officer | 07/21/08 | | 14 |
| Jon Pernu | Sergeant / K9 Officer | 04/29/13 | | 9 |
| Jason Salo | Officer | 10/17/05 | | 17 |
| Lisa Volk | Officer | 06/02/06 | 07/12/2022 | 16 |
| Jake Williams | Officer | 09/18/15 | | 7 |
| Jeff Dwyer | Officer | 09/04/18 | | 4 |
| Erika Johnson | Officer / SRO | 10/16/17 | | 5 |
| Timothy Battaglia | Officer | 06/15/09 | | 13 |
| Jon Enright | Officer | 12/29/14 | | 8 |
| Quinn Mischke | Officer | 10/15/18 | 07/21/22 | 4 |
| Olivia Gottschald | Officer | 11/16/20 | | 2 |
| Jon Stracek | Officer | 11/16/20 | | 2 |
| Andrew Leibel | Officer | 05/03/21 | | 1 |
| Alexander Prouse | Officer | 08/01/22 | | |
| Brandon Solem | Officer | 08/01/22 | | |
| Jessica Sorensen | Lead Clerical | 08/10/04 | | 18 |
| Dana Ross | Clerical / Evidence Tech | 07/20/15 | | 7 |
| Samantha Knapp | Clerical | 02/10/20 | | 2 |
| Total years of service at HPD for current staff | | | | 171 |

Community Involvement

In 2022, we again co-hosted the city's National Night Out event in August. Our Shop With a Cop event was cancelled due to weather, but officers have made an effort to be visible around the schools and at events. The community has continued to support our department throughout the year.



School Resources

School Resource Officer Erika Johnson works in the schools full time during the school year; primarily in the high school, but services extend to the middle school, elementary, and early childhood as needed. In addition, Officer Johnson devotes time to juvenile investigations.

Officer Johnson and other officers often monitor sporting events. This is to both promote our involvement in the community and keep the peace should any disturbances occur.



Patrol officers frequent the school area in the morning and afternoon to ensure the safety of our students as they arrive and leave.



D.A.R.E. is typically taught in the fall at Hermantown Middle School; however, due to class scheduling, Officer Johnson is teaching D.A.R.E. to 5th graders during the 2nd semester of the 2022-2023 school year.

K9 Officers

In addition to responding to calls, our K9 officers, Tuuko and Jack, underwent over 300 hours of training.



Police Dogs are used to find hidden evidence and narcotics, track suspects and lost people, community policing activities, and for protecting officers in dangerous situations.

K9 Service



Our K9 Officers and their human partners are assigned to separate crews; this allows us to have a K9 Team on duty daily.

K9 Officers

On December 15th 2022, the Duluth Police Department requested the assistance of K9 Tuuko with locating a male inside a residence who had multiple warrants and also was wanted for multiple residential burglaries in the Duluth. DPD had been searching for the male for some time and received a tip he was hiding in a residence. K9 Tuuko was deployed inside and search many rooms that spanned 2 levels inside the home. K9 Tuuko then began barking continuously at a closed door in a hallway on the 2nd level, alerting Officers that the suspect was behind the door. The male then began barricading the door. Officers eventually were able to gain access and the male was arrested hiding in the room. Tuuko used his ability to locate the suspect on his own which allowed Officers to stay at a safe distance while searching for a violent criminal who was hiding from Officers.



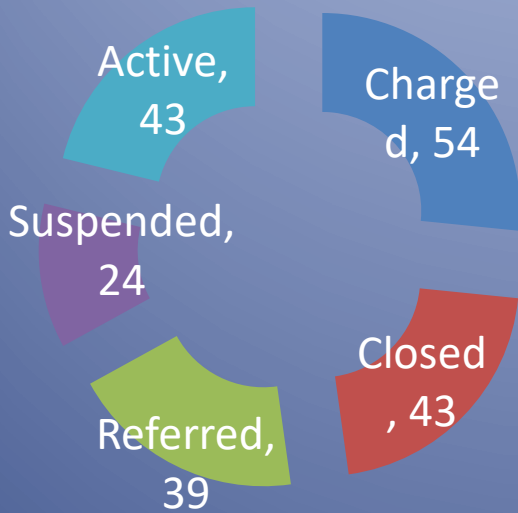
Investigation Division

The HPD Detective Bureau is comprised of one Commander, one Detective, and one School Resource Officer. The responsibility of the Detective Bureau is to follow up on cases that did not reach disposition by our patrol officers. Traditionally, these are more complex cases that require time and extensive follow-up to solve. There were 203 cases assigned to Investigations in 2022. As of February 2023, 27% of cases assigned to the Detective Bureau have been charged.

| Crime | Impact | Outcome | Time Spent |
|--|---|--------------------------------------|-----------------------|
| Burglary. Suspects broke into residence of professional gambler and stole \$700,000.00 in cash. Several search warrants conducted. Video from neighbors obtained. Case is still ongoing. | \$700,000 | Active | 40 hours and counting |
| Felony Theft/Criminal Damage to Property. Several cases of recent thefts and damage to property in the Hermantown and surrounding areas, along with Pine County. Able to locate suspects following investigations and obtained confession. | \$2,500.00 in damage and \$1,500.00 in damage to property | Felony conviction | 30 hours |
| Forgery and Identity Theft. Several cases involving Kwik Trips in Hermantown, Duluth and Superior. Suspects were ultimately identified and tracked down. Following interviews and confessions two females were charged with identity theft and check forgery. | | Cases are currently pending in court | 40 hours |
| Criminal Sexual Conduct. Report of 1st Deg CSC. Following multiple interviews, forensic interviews, collaboration with numerous agencies, search warrants written the case was completed and sent in to the St Louis County Attorney's Office for charges. Case was complex and dealt with family members. Final charges requested 1st Deg CSC, Incest and Domestic Assault. | 19 | Cases are currently pending in court | 120 hours |

Investigation Division

Case Clearance

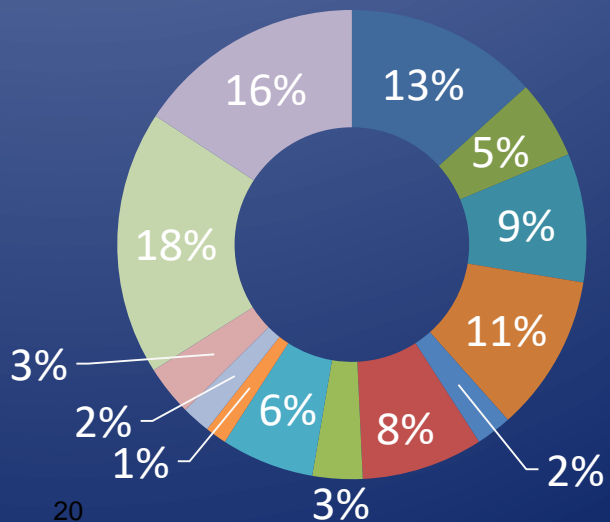


Cases Assigned



- Fraud & Financial Crimes
- Domestic and OFP/HRO
- Assaults & Terroristic Threats
- Robberies
- Thefts
- Shoplifting
- Motor Vehicle Thefts
- Burglaries
- Damage to Property
- Arson & Suspicious Fire
- Vehicle Prowls
- Driving Violations
- Drug Crimes
- Sex Crimes
- IIU - Social Services
- Misc. Other

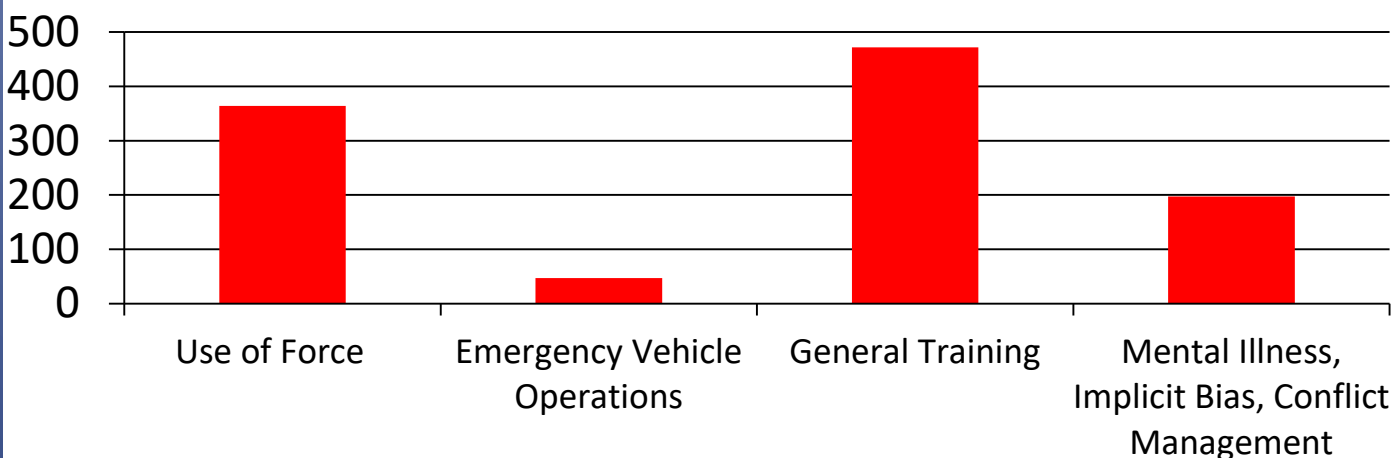
2022 Detective Bureau Activity by Type



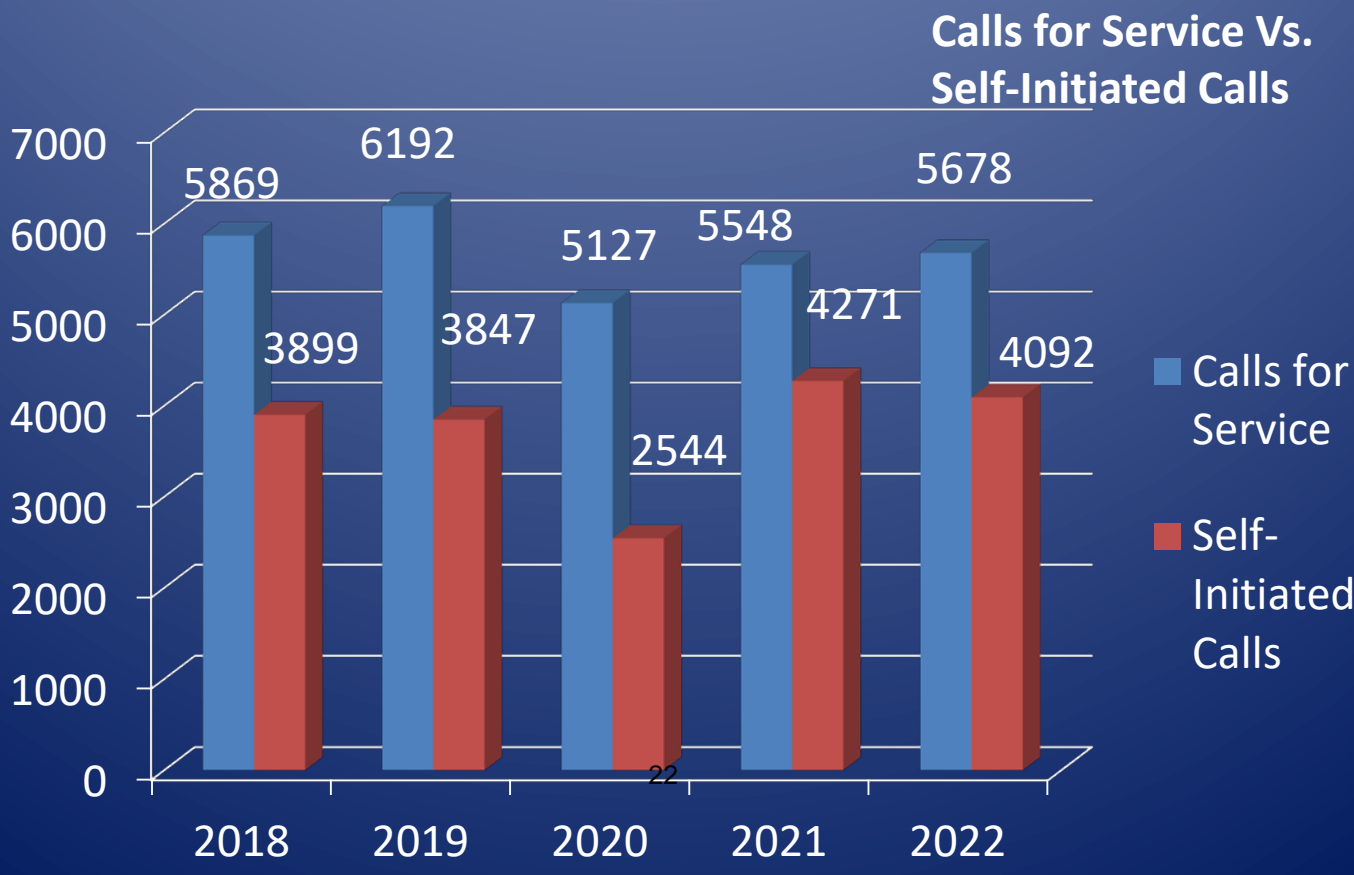
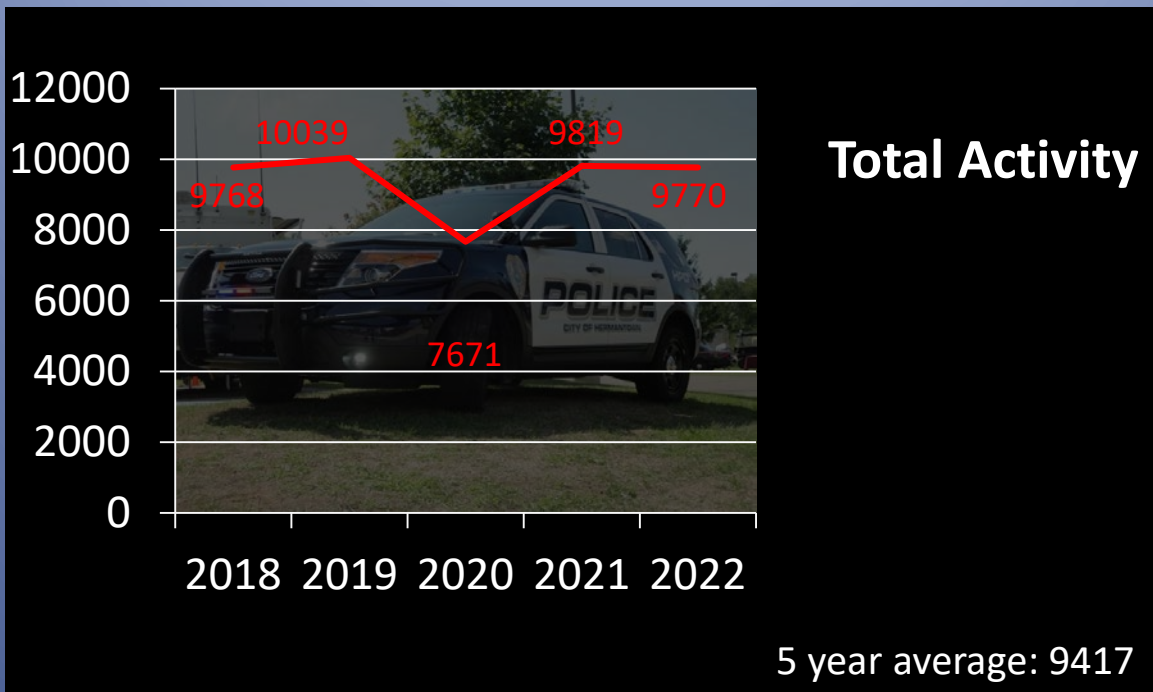
Training

Police officers have to put their life on the line occasionally, but they make life and death decisions on a regular basis. They also make decisions on whether or not to take away someone's freedom by incarcerating them. With this in mind, proper training is paramount to the successful delivery of effective service to the community. In 2022, your officers received nearly 1100 hours of training in many different areas. Proper training is directly related to quality delivery of service to the community and also minimizes potential for litigation.

Training Types



Agency Activity



Response Times

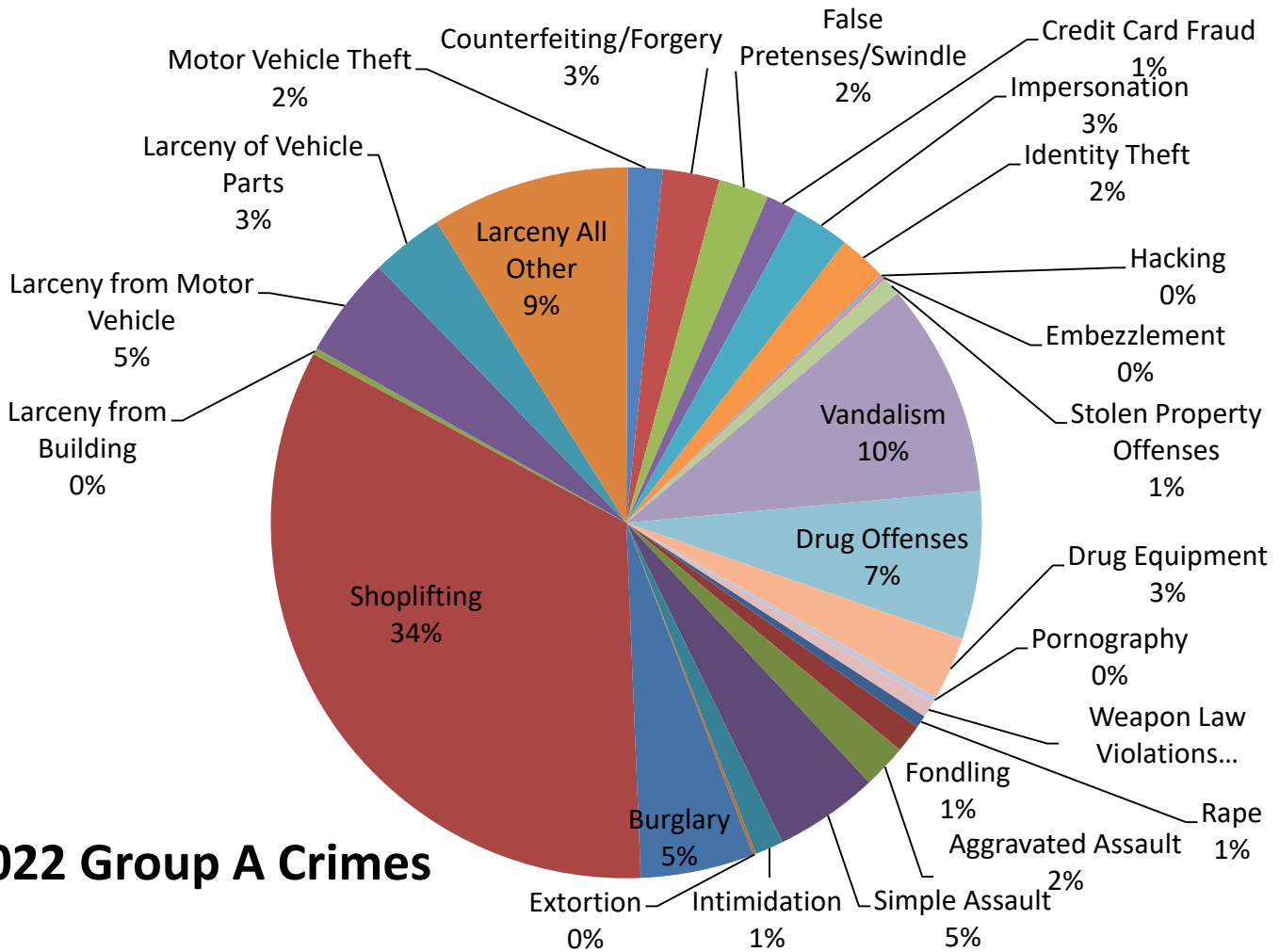
| | 2021 | 2022 |
|------------------------------|---------|---------|
| Priority 1 Calls | | |
| Avg Time Dispatch to Enroute | 03:37 | 02:00 |
| Avg Time Enroute to Arrival | 01:54 | 05:41 |
| Avg Time to On Scene | 06:13 | 06:40 |
| MINIMUM | 0:00:00 | 0:00:38 |
| MAXIMUM | 32:00 | 31:04 |

| | | |
|------------------------------|---------|---------|
| Priority 2 Calls | | |
| Avg Time Dispatch to Enroute | 05:07 | 05:18 |
| Avg Time Enroute to Arrival | 03:05 | 06:33 |
| Avg Time to On Scene | 8:12 | 11:52 |
| MINIMUM | 0:00:00 | 0:00:35 |
| MAXIMUM | 42:02 | 1:41:46 |

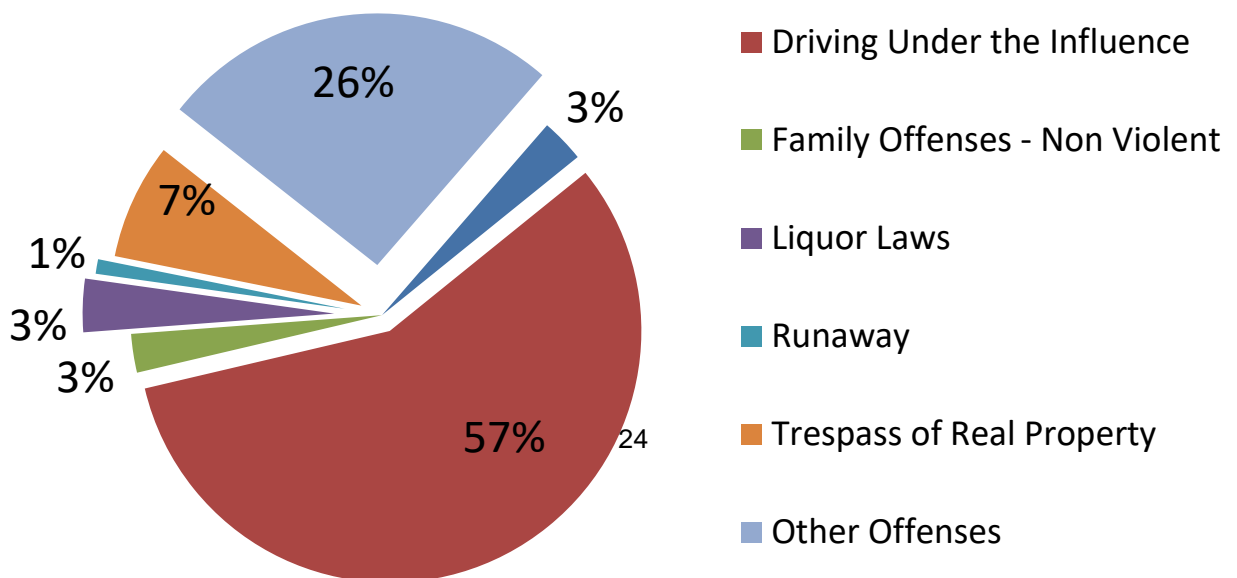
| | | |
|------------------------------|---------|---------|
| Priority 3 Calls | | |
| Avg Time Dispatch to Enroute | 07:31 | 02:03 |
| Avg Time Enroute to Arrival | 03:57 | 13:41 |
| Avg Time to On Scene | 11:28 | 15:44 |
| MINIMUM | 0:00:00 | 0:03:26 |
| MAXIMUM | 2:02:10 | 0:59:10 |

Crime Statistics

*includes "attempted" crimes

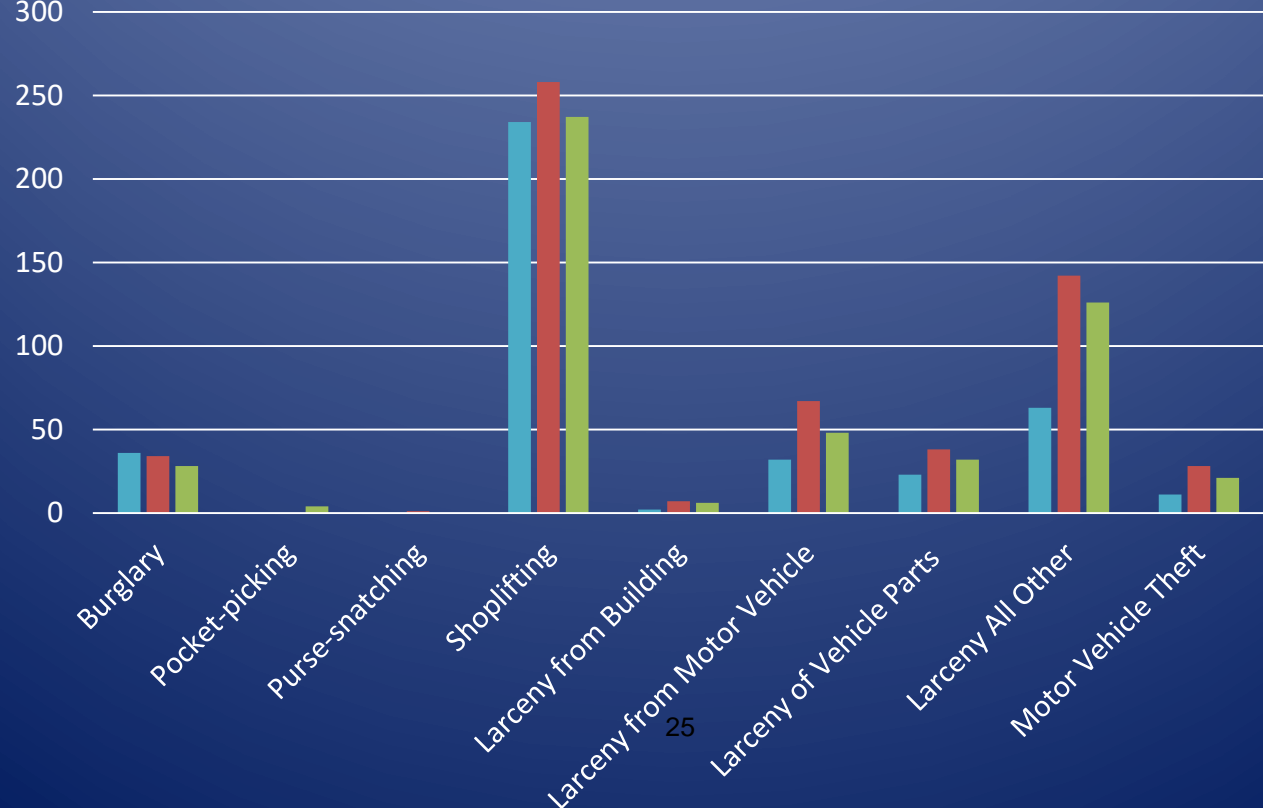
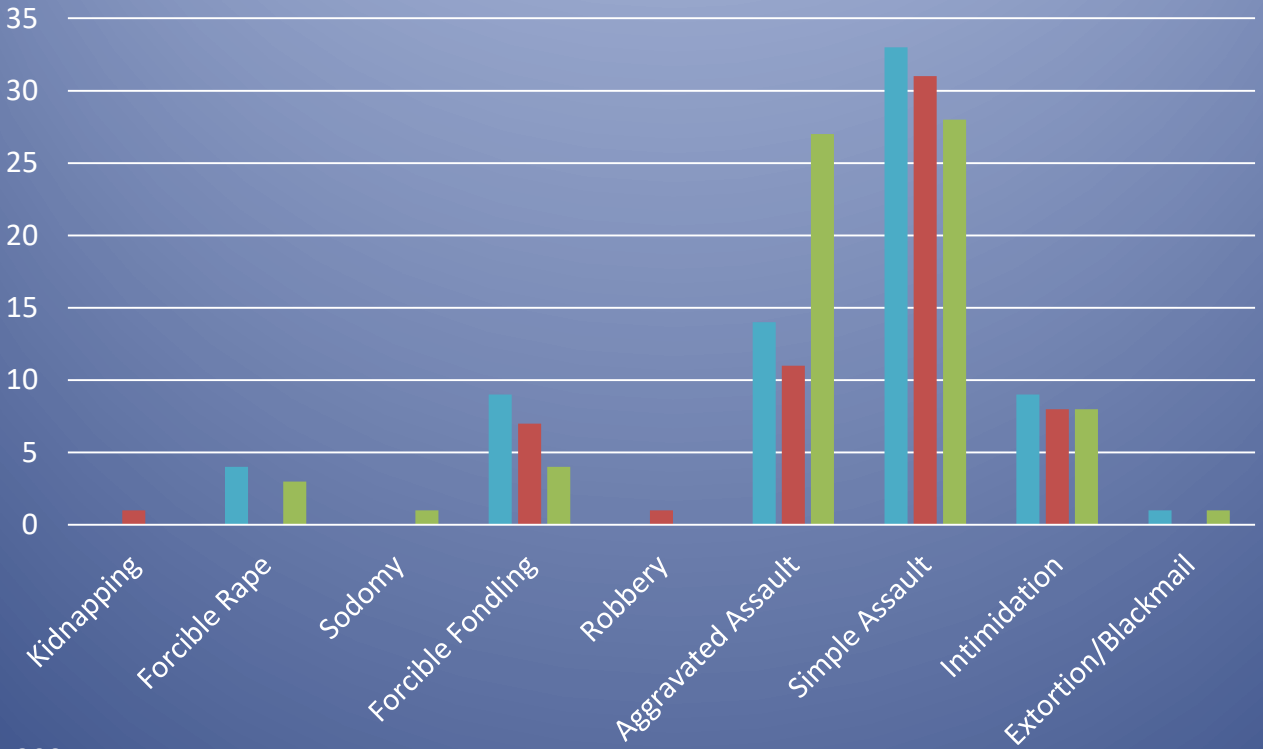


2022 Group B Crimes



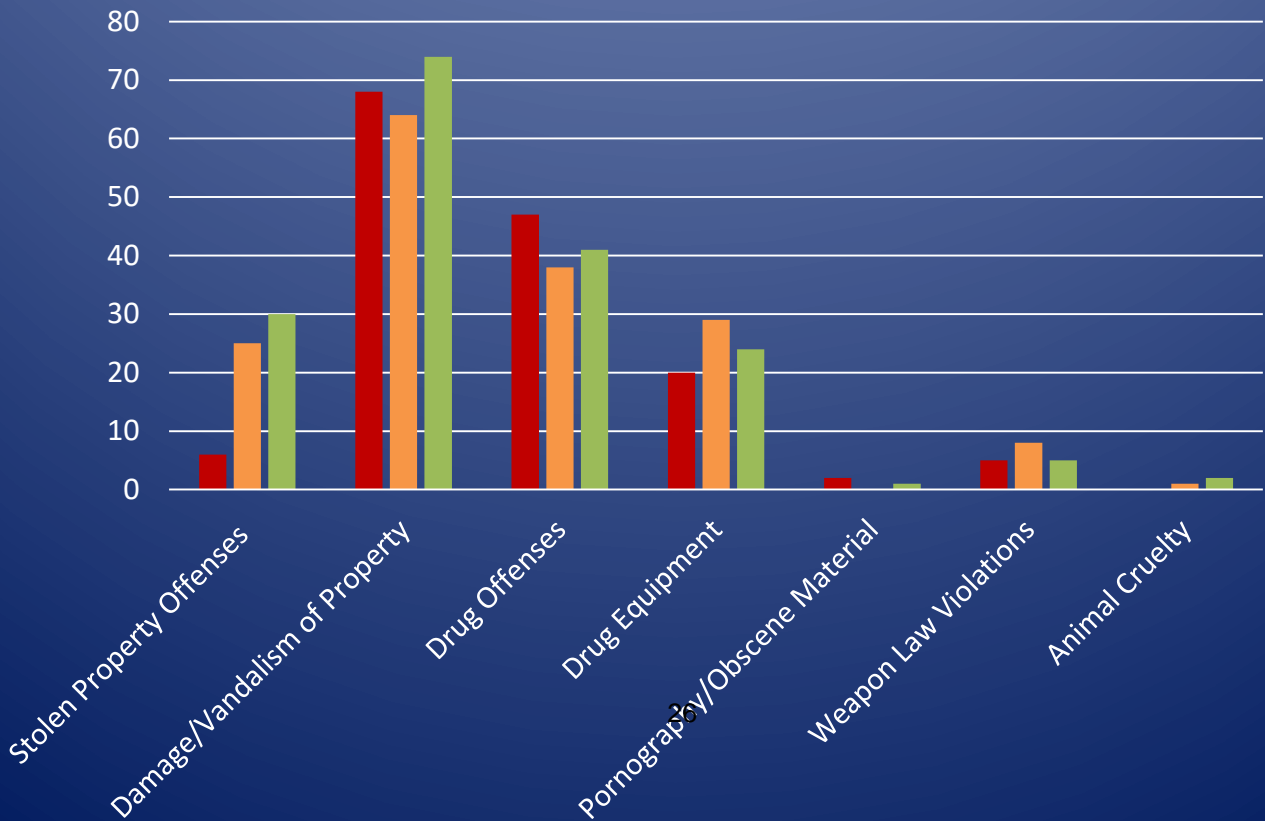
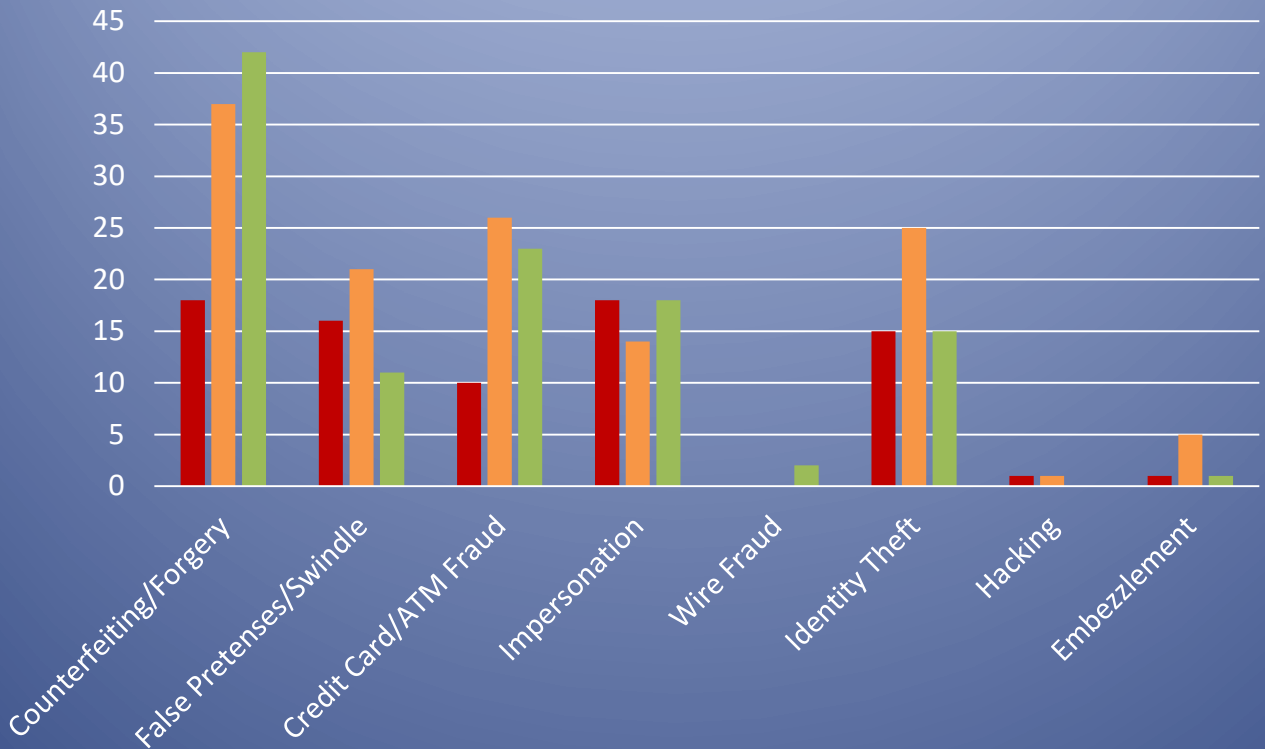
Crime Statistics – Group A

2022 2021 2020



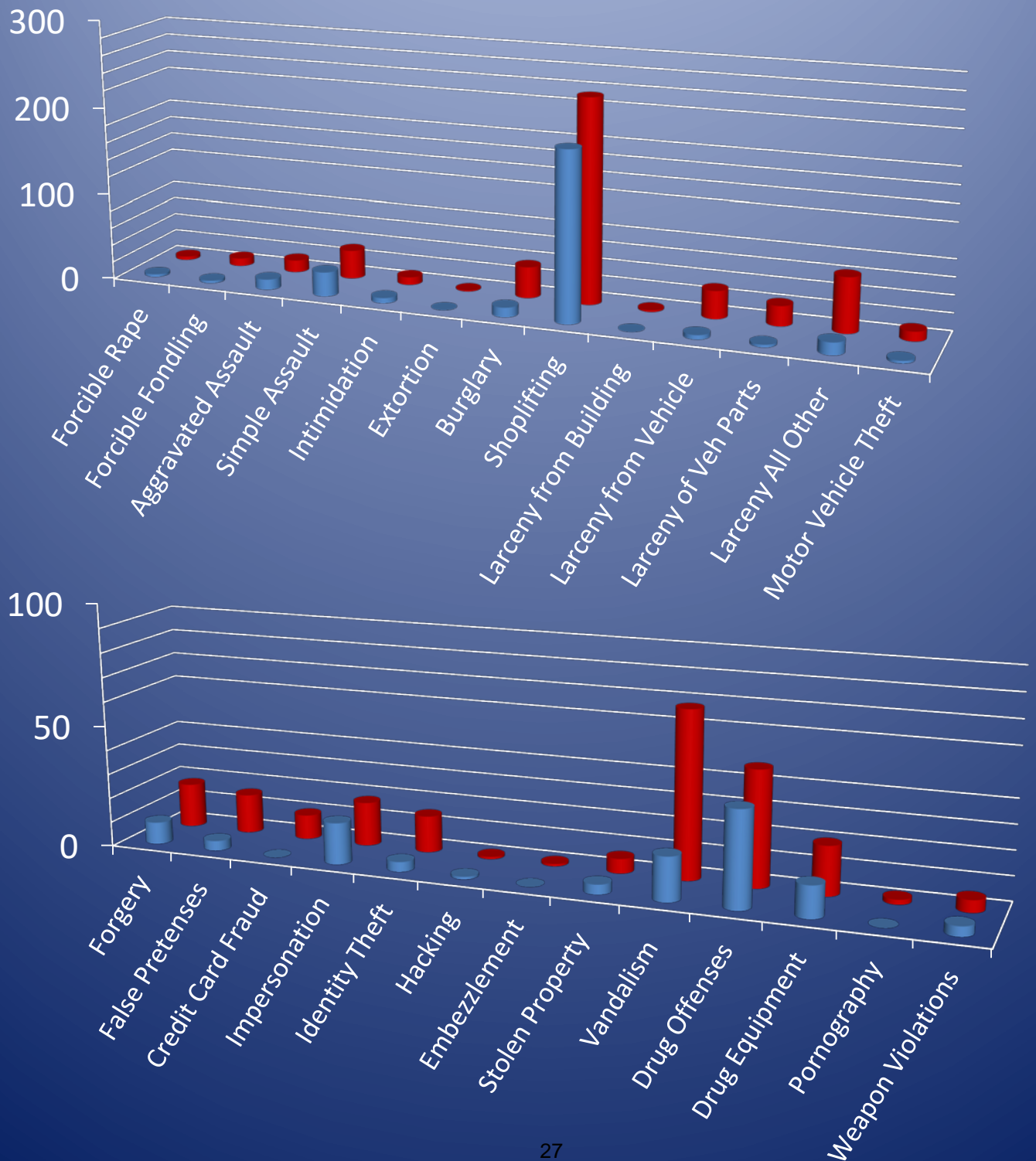
Crime Statistics – Group A

2022 2021 2020

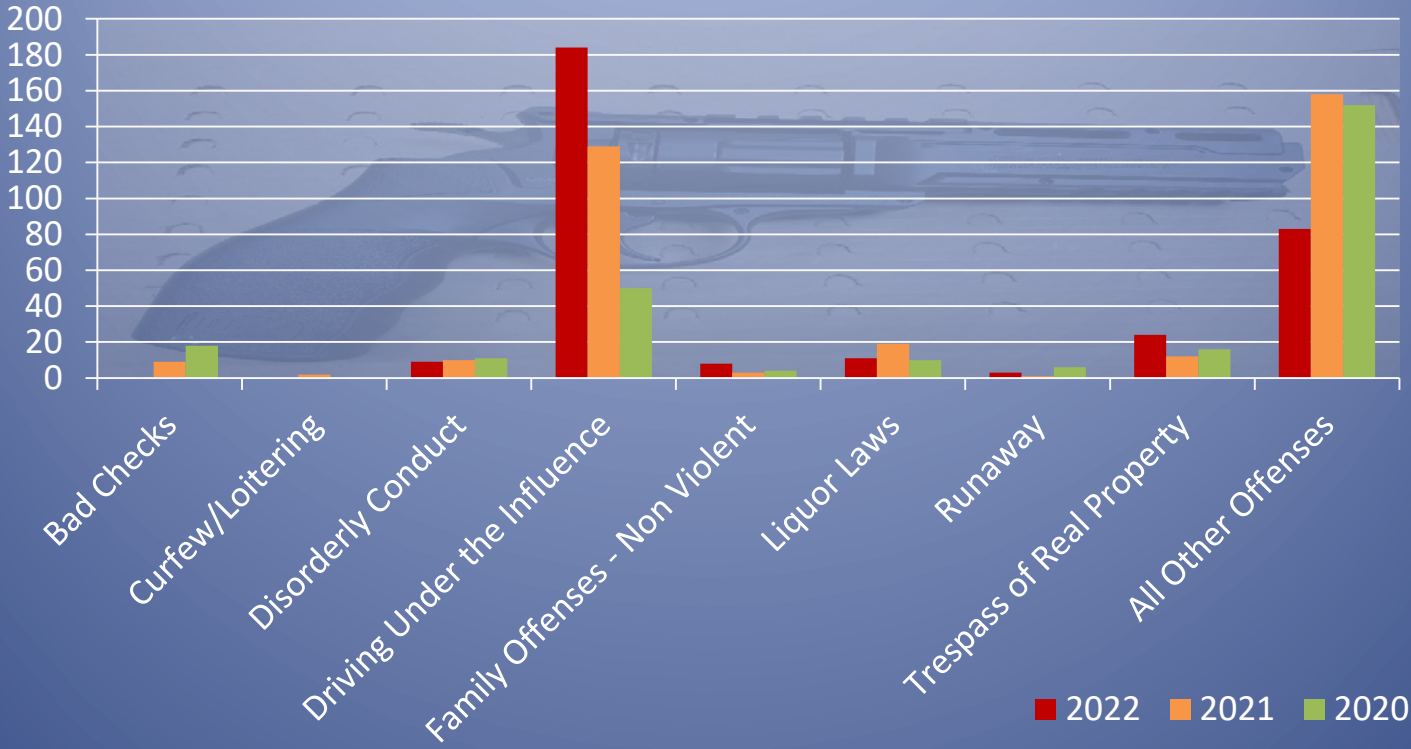


Crime Statistics – Group A

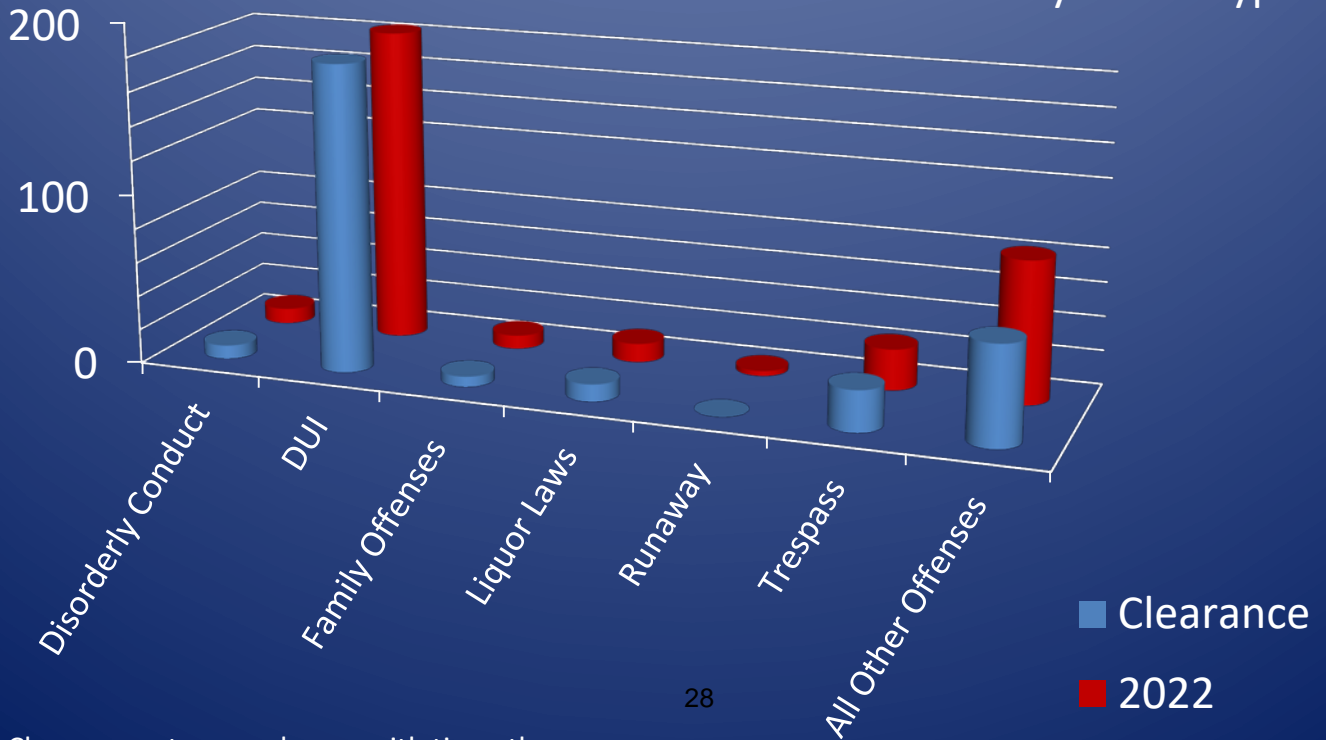
Clearance by Crime Type



Crime Statistics – Group B

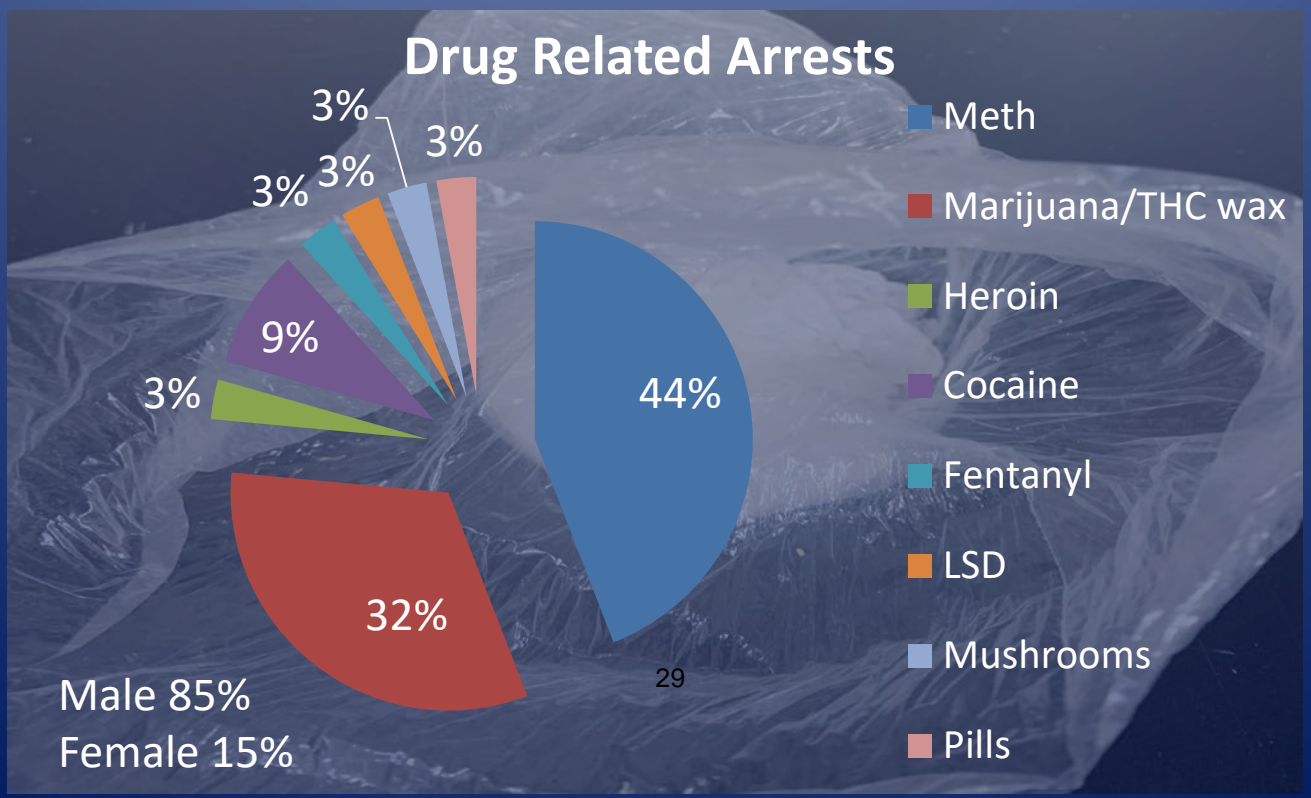
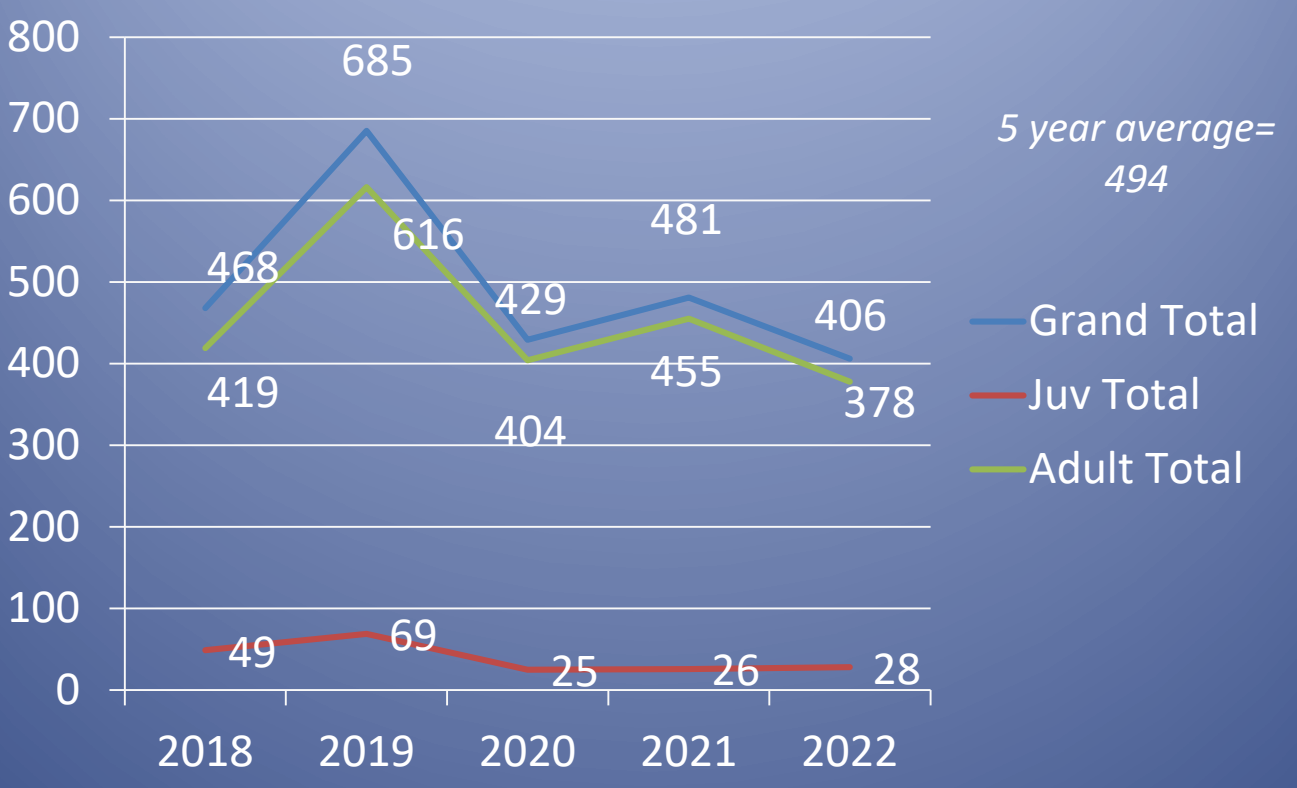


Clearance by Crime Type

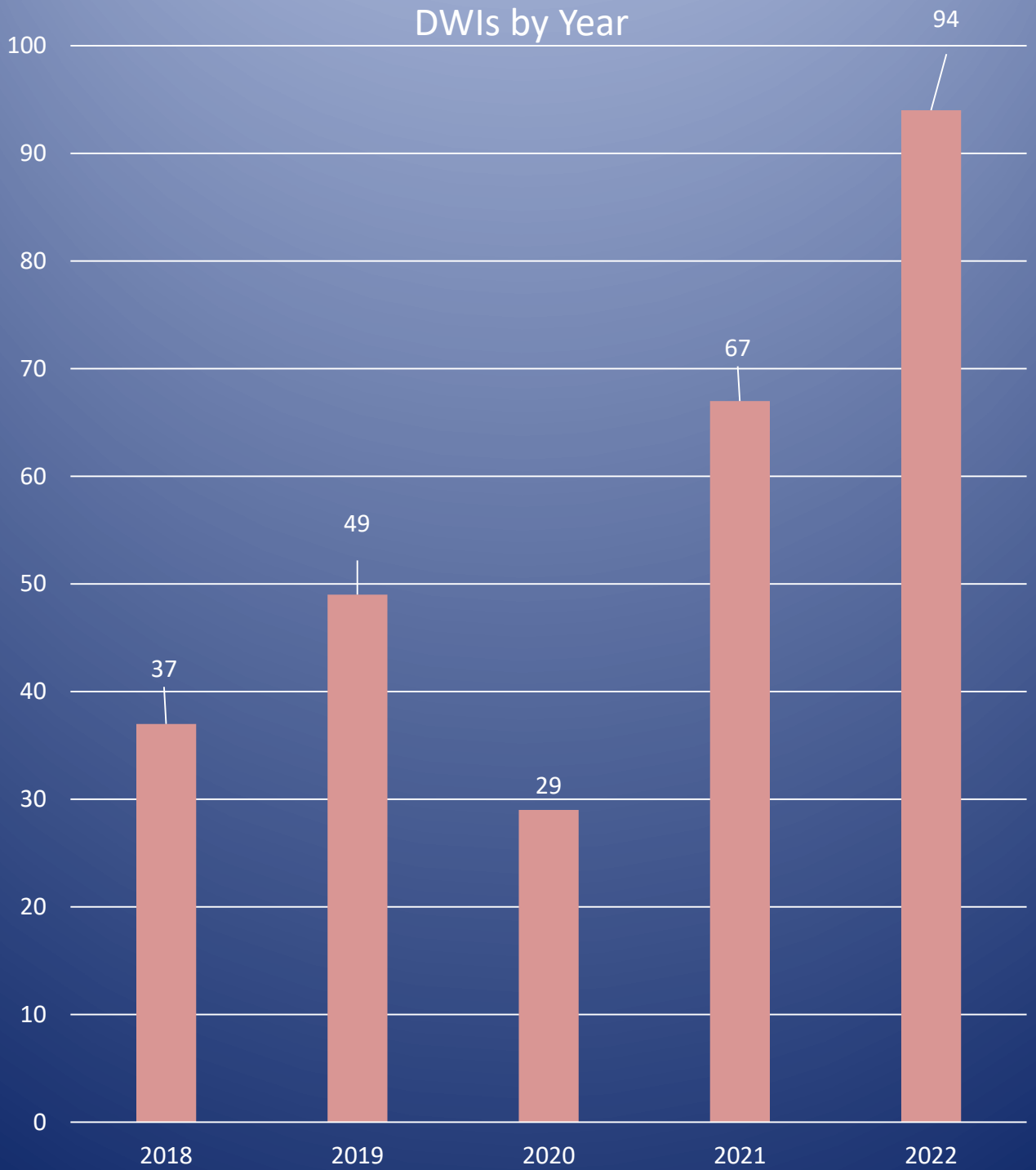


Clearance rates can change with time; these graphs are based on rates as of February 9, 2023.

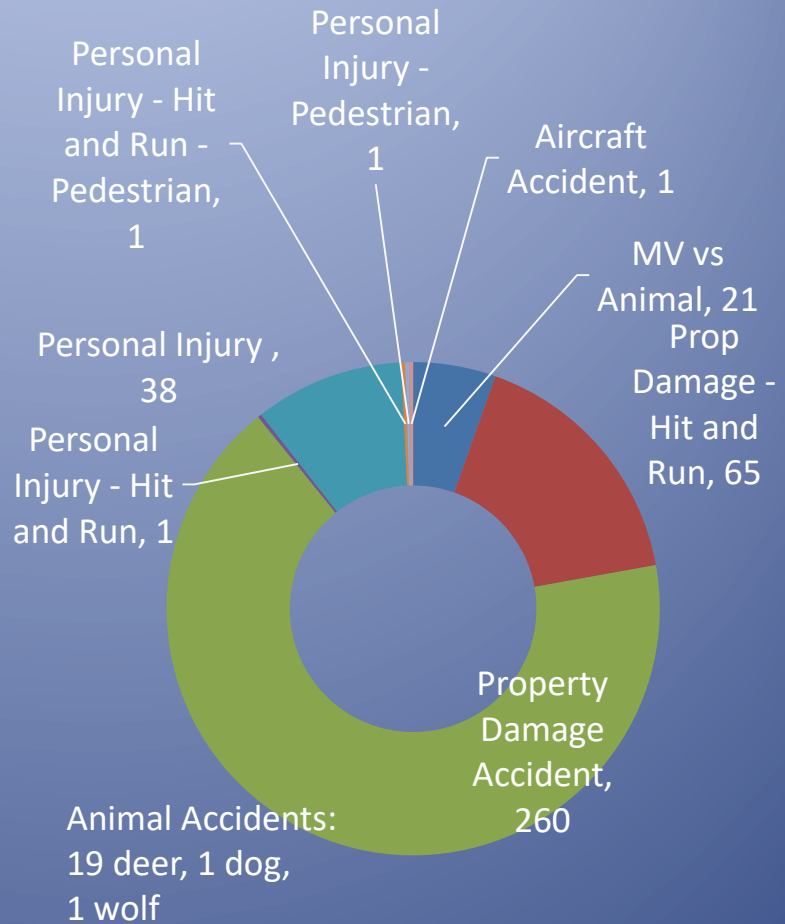
Arrests



DWIs



Accidents



Plane Crash

On 10/01/22 at 11:16 p.m., Hermantown officers were advised that air traffic control believed a small plane had crashed after it disappeared off their radar. Staff later advised officers that they advised the pilot of poor visibility and weather conditions, explaining that after 200 feet, there was no visibility and the pilot would have to completely rely on their instruments in the aircraft. Around the same time, an Arrowhead Road resident reported that the power was out and he thought there had been a crash in the area. Upon arriving in the area, officers located a house with a large hole in the roof. Debris from the house and plane were scattered through the driveway and yard, along with a live power line. Once the power company assured first responders that all power to the house was off, Hermantown Fire Department members assisted the residents from the upper story of the house. The three occupants of the plane were extricated and removed from the wreckage; all had died as a result of the crash. Hermantown officers then held the scene until the Federal Aviation Administration could respond.

Monthly Activity Overview – Group A Offenses

| All Offenses | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec |
|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Forcible Rape | 1 | | | | | | | | 3 | | | |
| Forcible Fondling | 3 | 3 | | 1 | | | | | 1 | 1 | | |
| Aggravated Assault | | | | 1 | 1 | 2 | 4 | 2 | 1 | | 1 | 2 |
| Simple Assault | 1 | 2 | 3 | 2 | 3 | 1 | 3 | 3 | 5 | 3 | 5 | 2 |
| Intimidation | 1 | 1 | 2 | | 1 | | 1 | 1 | | 1 | 1 | |
| Extortion/Blackmail | | 1 | | | | | | | | | | |
| Burglary/Breaking & Entering | | 1 | | 4 | 2 | 5 | 10 | 1 | 1 | 4 | 4 | 4 |
| Shoplifting | 33 | 35 | 15 | 19 | 20 | 24 | 7 | 9 | 15 | 13 | 26 | 18 |
| Larceny from Building | | 1 | | | | | | | | 1 | | |
| Larceny from Motor Vehicle | 9 | 7 | 3 | 2 | 1 | 3 | | 4 | | 2 | | 1 |
| Larceny of Motor Vehicle Parts or Accessories | 6 | 1 | 7 | 4 | 3 | 1 | | 1 | | | | |
| Larceny All Other | 8 | 2 | 6 | 5 | 6 | 4 | 6 | 12 | 3 | 2 | 5 | 4 |
| Motor Vehicle Theft | | 1 | 3 | 1 | 2 | | 2 | | | 1 | 1 | |
| Counterfeiting/Forgery | 1 | 4 | | | 2 | | 2 | 1 | 2 | 3 | 2 | 1 |
| False Pretenses/Swindle/Confidence Game | | 1 | | 1 | 3 | 1 | 1 | 2 | 4 | 2 | 1 | |
| Credit Card/ATM Fraud | 2 | 1 | 1 | | | | 1 | | 3 | | 1 | 1 |
| Impersonation | 1 | 1 | 2 | 1 | 6 | 2 | 2 | 1 | | | 2 | |
| Identity Theft | 5 | 2 | 2 | 1 | 1 | | | | 1 | 1 | 1 | 1 |
| Hacking/Compter Invasion | | | | | | | 1 | | | | | |
| Embezzlement | | | | | | | | | | 1 | | |
| Stolen Property Offenses | 1 | 2 | | 1 | 1 | 1 | | | | | | |
| Destruction/Damage/Vandalism of Property | 9 | 12 | 10 | 7 | 4 | 1 | 5 | 6 | 2 | 2 | 4 | 6 |
| Drug Offenses | 3 | 2 | 6 | 5 | 8 | 6 | 4 | 2 | 3 | 3 | 2 | 3 |
| Drug Equipment | 2 | 2 | 2 | 2 | 4 | 3 | | 2 | | | 2 | 1 |
| Pornography/ Obscene Material | 1 | | | | | | | 1 | | | | |
| Weapon Law Violations | | 1 | | | 1 | | | 1 | | | | 2 |
| TOTALS | 87 | 83 | 62 | 57 | 69 | 54 | 49 | 49 | 44 | 40 | 58 | 46 |

Monthly Activity Overview – Group B Offenses

| All Offenses | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec |
|--|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Disorderly Conduct | 1 | | | | | 1 | 3 | 1 | 2 | | | 1 |
| Driving Under the Influence | 6 | 17 | 13 | 16 | 18 | 25 | 28 | 18 | 20 | 4 | 13 | 6 |
| Family Offenses – Non Violent | 1 | | 1 | 1 | | 3 | | | 1 | 1 | | |
| Liquor Laws | 1 | 3 | | | | 3 | | | 2 | | 2 | |
| Runaway | 1 | 1 | | 1 | | | | | | | | |
| Trespass of Real Property | 3 | 4 | 2 | 3 | 1 | 1 | 1 | 2 | | 2 | 1 | 4 |
| All Other Offenses (Except Traffic or Warrants) | 8 | 4 | 2 | 9 | 9 | 5 | 14 | 5 | 2 | 6 | 14 | 5 |
| TOTALS | 21 | 29 | 18 | 30 | 28 | 38 | 46 | 26 | 27 | 13 | 30 | 16 |

Yearly Activity Overview

| | Total | 0001 – 0759 hrs | 0800 – 1559 hrs | 1600 – 2359 hrs |
|--|----------|-----------------|-----------------|-----------------|
| 911 Hang-up/Unknown Trouble | 58 | 11 | 23 | 24 |
| Accidents | 388 | 31 | 225 | 132 |
| Alcohol/Drug Incidents | 21 | 3 | 12 | 6 |
| Alarms | 308 | 100 | 93 | 115 |
| Animal Complaints | 172 | 20 | 96 | 56 |
| AOA | 98 | 22 | 53 | 23 |
| Assault | 16 | 2 | 6 | 8 |
| ATL | 256 | 31 | 97 | 128 |
| Burglary | 42 | 10 | 21 | 11 |
| Civil Matter | 28 | 2 | 16 | 10 |
| Check Hazard | 90 | 13 | 39 | 38 |
| Check Welfare | 172 | 32 | 70 | 70 |
| Disturbance | 240 | 35 | 85 | 120 |
| Domestic Disturbance CSC and Crimes Against Family | 84 32 | 24 3 | 15 17 | 45 12 |
| Fire | 40 | 9 | 17 | 14 |
| Forgery/Fraud | 91 | 5 | 72 | 14 |
| Gun Permits | 8 | 0 | 8 | 0 |
| Kid/Neighbor Trouble | 44 | 1 | 31 | 12 |
| Lost/Found | 46 | 5 | 23 | 18 |
| Medical | 732 | 34 159 | 339 | 234 |
| Misc | 530 | 52 | 299 | 179 |

Yearly Activity Overview – Cont.

| | Total | 0001 – 0759 hrs | 0800 – 1559 hrs | 1600 – 2359 hrs |
|----------------------------|-------------|---------------------------|-----------------|-----------------|
| MV in Ditch | 65 | 10 | 28 | 27 |
| Open Car Door | 85 | 6 | 33 | 46 |
| Order Violation/Harassment | 34 | 2 | 18 | 14 |
| Parking Problem | 37 | 8 | 25 | 4 |
| Property Damage | 95 | 7 | 53 | 35 |
| Public Assist | 56 | 5 | 29 | 22 |
| Runaway | 6 | 2 | 2 | 2 |
| SIFA | 1398 | 692 | 368 | 338 |
| Sudden Death | 12 | 1 | 5 | 6 |
| Suicide/Threats/Attempts | 48 | 9 | 20 | 19 |
| Suspicious Activity | 241 | 67 | 59 | 115 |
| Thefts | 418 | 14 | 223 | 181 |
| Traffic | 2694 | 532 | 630 | 1532 |
| Threats | 30 | 2 | 19 | 9 |
| Traffic Control | 28 | 5 | 16 | 7 |
| Unwanted Person | 92 | 9 | 32 | 51 |
| Vehicle Prowl | 39 | 9 | 21 | 9 |
| Recovered Stolen | 5 | 0 | 3 | 2 |
| Shots Heard/Weapons | 15 | 4 | 2 | 9 |
| Office Activity | | | 876 | |
| TOTALS | 9770 | ³⁵ 1954 | 4119 | 3697 |

Incidents

| | <u>2020</u> | <u>2021</u> | <u>2022</u> |
|-------------------------------|-------------|-------------|-------------|
| 911 Hang-up/Unknown Trouble | 43 | 35 | 58 |
| Accidents | 280 | 324 | 388 |
| Alcohol/Drug Incidents | 35 | 19 | 21 |
| Alarms | 266 | 268 | 308 |
| Animal Complaints | 274 | 226 | 172 |
| AOA | 210 | 286 | 98 |
| Assault | 11 | 13 | 16 |
| ATL | 230 | 300 | 256 |
| Burglary | 49 | 37 | 42 |
| Civil Matter | 23 | 19 | 28 |
| Check Hazard | 83 | 116 | 90 |
| Check Welfare | 143 | 192 | 172 |
| Disturbance | 225 | 181 | 240 |
| Domestic Disturbance | 60 | 46 | 84 |
| CSC and Crimes Against Family | 44 | 28 | 32 |
| Fire | 69 | 62 | 40 |
| Forgery/Fraud | 119 | 141 | 91 |
| Gun Permits | 139 | 104 | 8 |
| Kid/Neighbor Trouble | 49 | 45 | 44 |
| Lost/Found | 82 | 69 | 46 |
| Medical | 759 | 794 | 732 |
| Misc | 741 | 962 | 530 |
| MV in Ditch | 28 | 36 | 65 |
| Open Car Door | 59 | 70 | 85 |
| Order Violation/Harassment | 27 | 43 | 34 |
| Parking Problem | 28 | 18 | 37 |

Incidents – cont.

| | | | |
|--------------------------|-------------|-------------|-------------|
| Property Damage | 105 | 77 | 95 |
| Public Assist | 63 | 53 | 56 |
| Robbery | 0 | 1 | 0 |
| Runaway | 9 | 4 | 6 |
| SIFA | 716 | 1154 | 1398 |
| Sudden Death | 13 | 15 | 12 |
| Suicide/Threats/Attempts | 37 | 36 | 48 |
| Suspicious Activity | 205 | 244 | 241 |
| Thefts | 444 | 488 | 418 |
| Traffic | 1828 | 3117 | 2694 |
| Threats | 30 | 39 | 30 |
| Traffic Control | 10 | 24 | 28 |
| Unwanted Person | 61 | 63 | 92 |
| Vehicle Prowl | 48 | 54 | 39 |
| Recovered Stolen | 6 | 5 | 5 |
| Shots Heard/Weapons | 20 | 11 | 15 |
| TOTALS | 7671 | 9819 | 8894 |

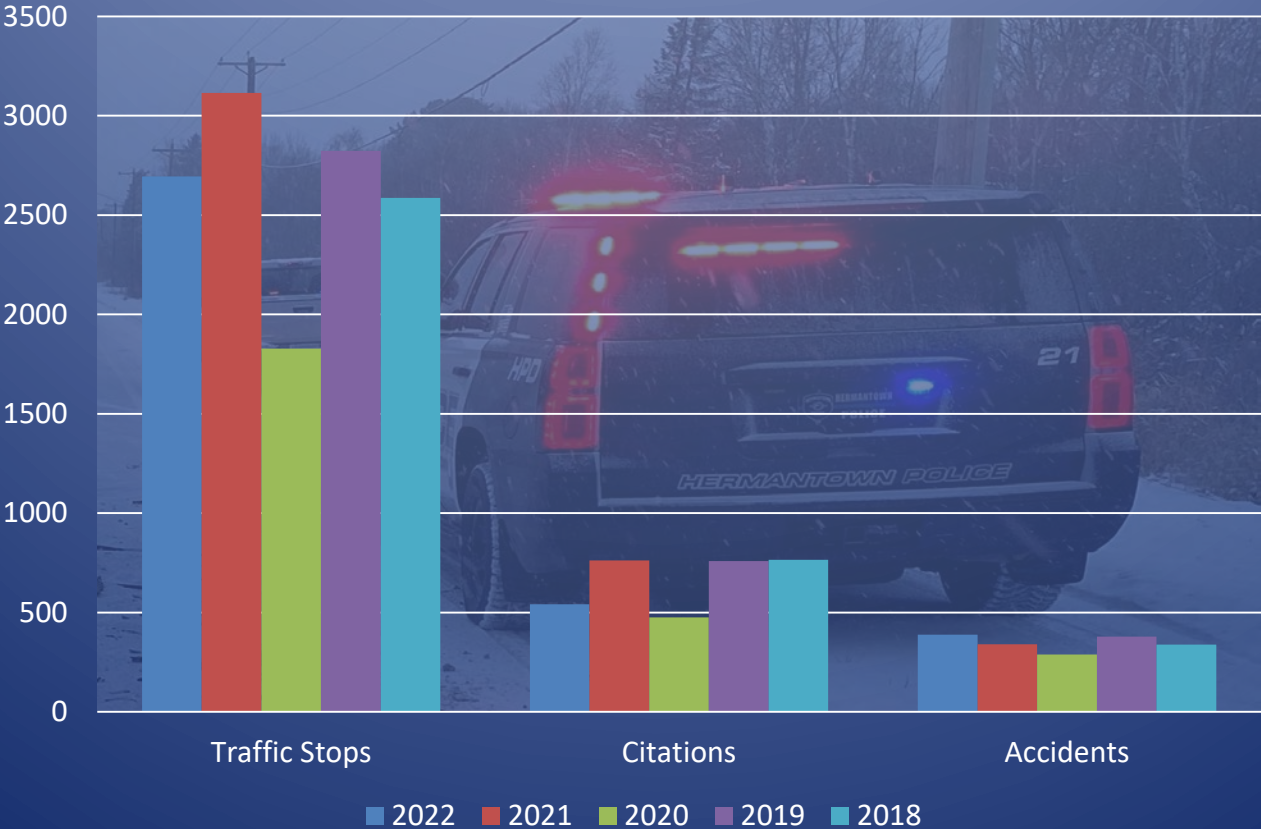
Office Activities

| | <u>2020</u> | <u>2021</u> | <u>2022</u> |
|--------------------------------|-------------|-------------|-------------|
| Backgrounds and records checks | 85 | 84 | 106 |
| Fingerprints | 83 | 327 | 480 |
| Liquor License Check | 25 | 24 | 23 |
| Massage License Check | 3 | 4 | 16 |
| Tobacco License Check | 15 | 19 | 45 |
| Pet License Issues | 83 | 61 | 65 |
| Gun Permits | 137 | 105 | 87 |
| Archery Permits | 37 | 134 | 113 |
| TOTALS | 565 | 737 | 947 |

Traffic

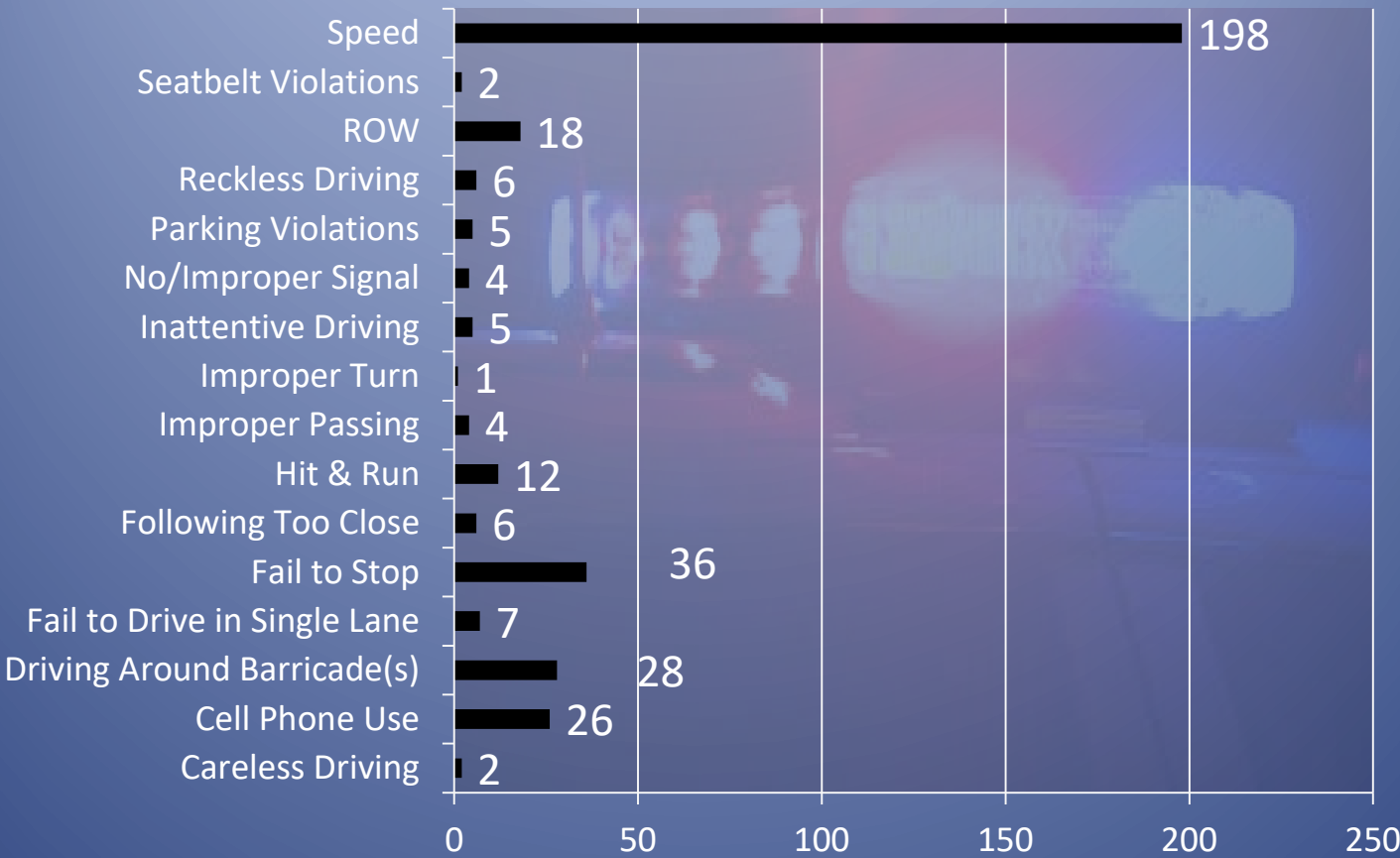
Traffic enforcement is an important element in providing public safety services. Our goal is to influence the behaviors of those driving in our community to ensure safe roadways. Officers have the discretion to determine the best disposition to effectively influence those drivers' behaviors when conducting traffic stops. Routine traffic stops often lead to additional criminal behavior discoveries with additional consequences, which may include arrest and/or vehicles being towed.

Traffic Offenses and Accidents

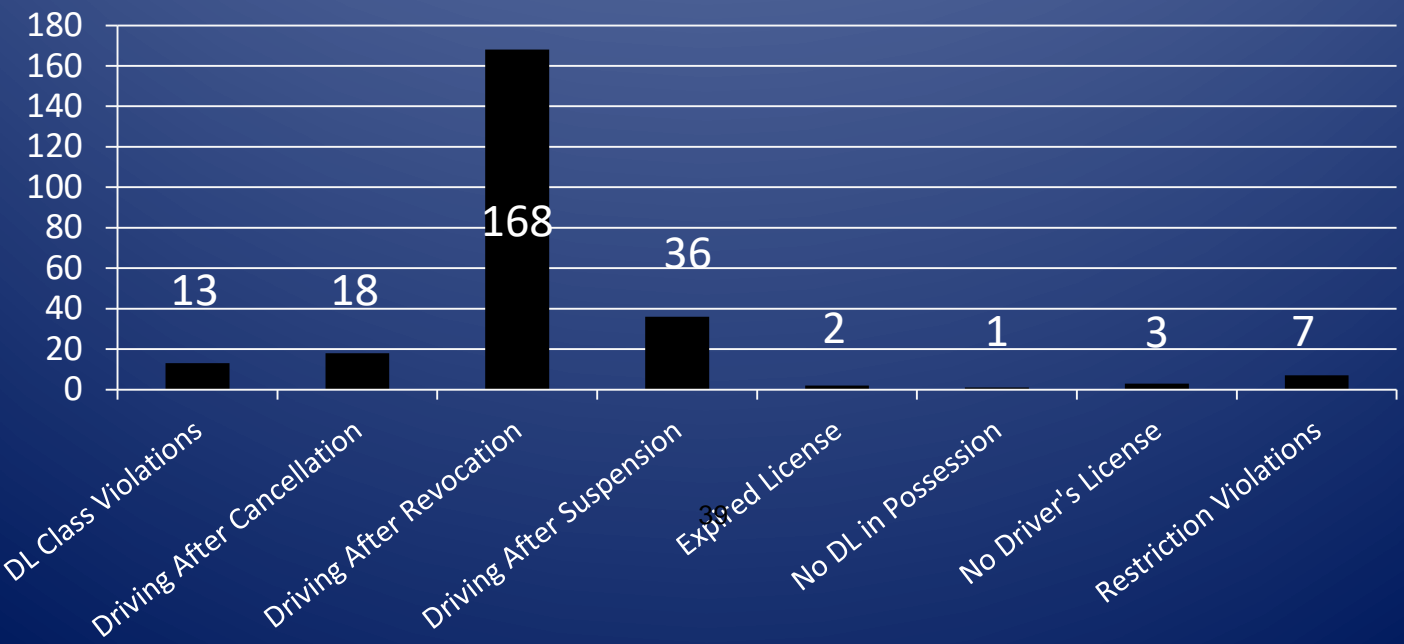


Traffic

Vehicle Operation Offenses

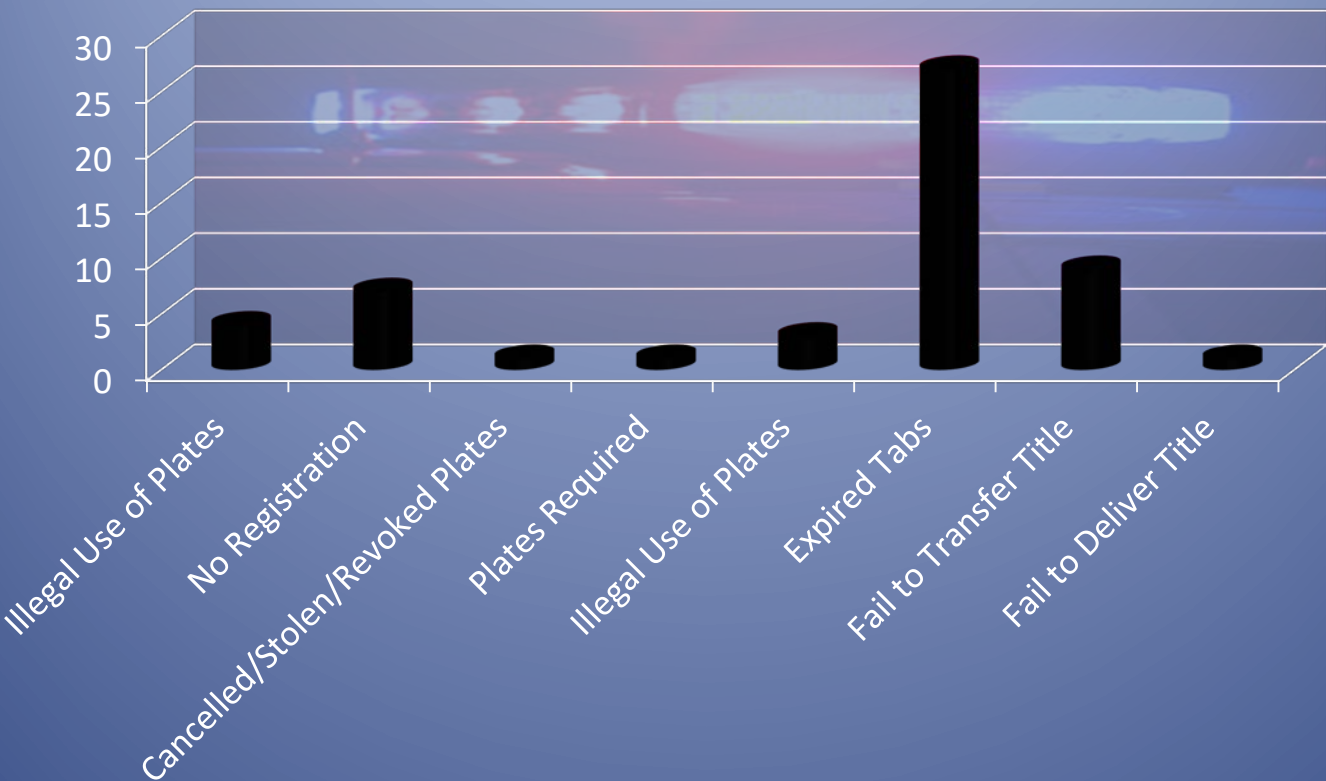


License Violations

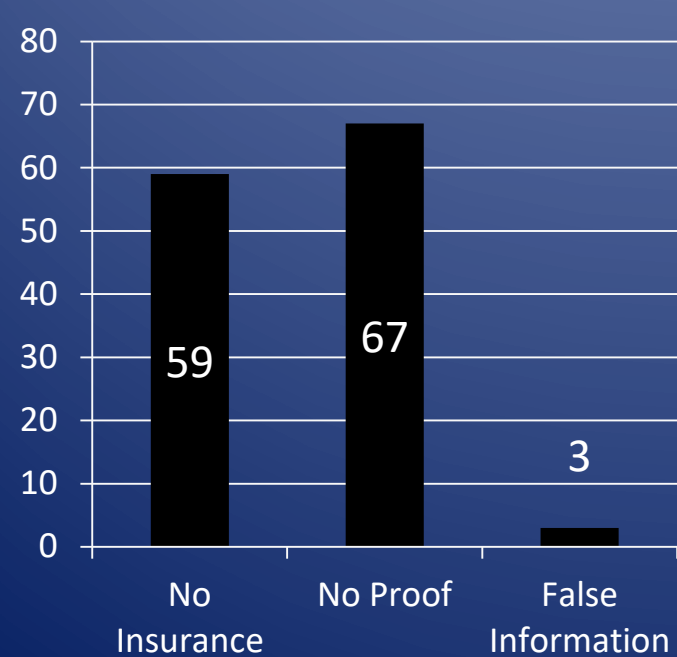


Traffic

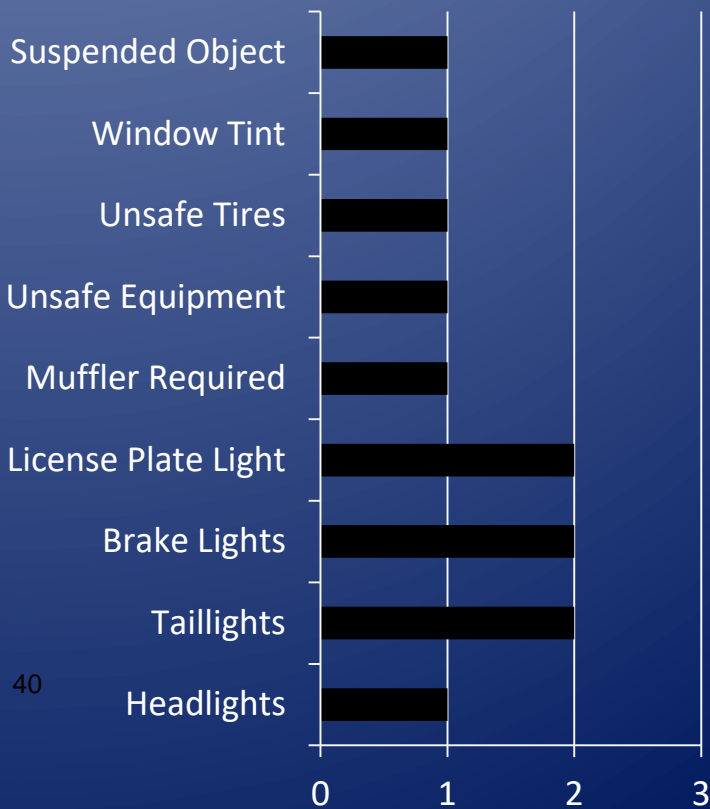
Vehicle Plate Offenses



Insurance Violations



Equipment Violations



THANK YOU FOR YOUR
CONTINUED SUPPORT OF THE
POLICE DEPARTMENT IN 2022.



**CITY OF HERMANTOWN
CITY COUNCIL MEETING**

Tuesday, February 21, 2023
6:30 PM Central

MEETING CONDUCTED IN PERSON & VIA ZOOM

Mayor Wayne Boucher: Present
Councilor John Geissler: Present
Councilor Andy Hjelle: Present
Councilor Ellie Jones: Present
Councilor Brian LeBlanc: Present

CITY STAFF: John Mulder, City Administrator; Jackie Dolentz, City Clerk; Joe Wicklund, Communications & Community Engagement Director; Paul Senst, Public Works Director; Kevin Orme, Director of Finance & Administration; Adam Schminski, Building Official; Jim Crace, Chief of Police; Gunnar Johnson, City Attorney

VISITORS: 1

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ANNOUNCEMENTS**
5. **PUBLIC HEARING**

A. Public Comment Period on Revisions to the Use of Body Worn Cameras Policy

No one spoke during the comment period on the revisions to the Use of Body Worn Cameras Policy.

Public comment period closed at 6:33 p.m.

6. **COMMUNICATIONS**

A. Correspondence 23-29 through 23-32 placed on file

7. **PRESENTATIONS**

A. Proposed Spongy Moth Treatment Outreach

Danielle DeVito, Pest Mitigation and Regulatory Coordinator
MN Department of Agriculture
(City Council Presentation Only)

B. Preliminary 4th Quarter Financials

Kevin Orme, Director of Finance & Administration
(Pre-Agenda Only)

8. **PUBLIC DISCUSSION**

9. **MOTIONS**

A. Motion to approve the following new Massage Licenses effective February 22, 2023 through December 31, 2023 contingent upon complete applications being received, successful background checks and licenses fees paid in full:

The Well Co. Todd Grondahl
The Well Co. Grace Leider

(motion, roll call)

Motion to approve massage therapist licenses for Todd Grondahl and Grace Leider at The Well Co. This motion, made by Councilor Andy Hjelle and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor Ellie Jones: Yea
Councilor John Geissler: Yea
Mayor Wayne Boucher: Yea
Yea: 5, Nay: 0

10. **CONSENT AGENDA**

A. **Minutes** - Approval or correction of February 6, 2023 City Council Continuation Minutes

B. **Accounts Payable** - Approve general city warrants from February 1, 2023 through February 15, 2023 in the amount of \$698,426.33

Motion to approve the Consent Agenda. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor Ellie Jones: Yea
Councilor John Geissler: Yea
Mayor Wayne Boucher: Yea
Yea: 5, Nay: 0

11. **ORDINANCES**

12. **RESOLUTIONS**

A. **2023-19 Resolution Approving Modifications To The Use Of Body Worn Cameras Policy**

(motion, roll call)

Motion to approve 2023-19 Resolution Approving Modifications To The Use Of Body Worn Cameras Policy. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor Ellie Jones: Yea
Councilor John Geissler: Yea
Mayor Wayne Boucher: Yea
Yea: 5, Nay: 0

B. 2023-20 Resolution Approving Modifications To The Citizen Complaint Policy And Procedures Regarding Officer Misconduct For The Hermantown Police Department

(motion, roll call)

Motion to approve 2023-20 Resolution Approving Modifications To The Citizen Complaint Policy And Procedures Regarding Officer Misconduct For The Hermantown Police Department. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor Ellie Jones: Yea
Councilor John Geissler: Yea
Mayor Wayne Boucher: Yea
Yea: 5, Nay: 0

C. 2023-21 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Gordon S. Halverson

(motion, roll call)

Motion to approve 2023-21 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Gordon S. Halverson. This motion, made by Councilor Brian LeBlanc and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor Ellie Jones: Yea
Councilor John Geissler: Yea
Mayor Wayne Boucher: Yea
Yea: 5, Nay: 0

13. **RECESS**

Motion to recess meeting at 6:52pm. This motion, made by Councilor Andy Hjelle and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

City Council Continuation Meeting

Tuesday, February 21, 2023

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Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Yea

Mayor Wayne Boucher: Yea

Yea: 5, Nay: 0

Mayor

ATTEST:

City Clerk

CITY OF HERMANTOWN

CHECKS #69670-69734
02/16/2023-02/28/2023

PAYROLL CHECKS

Electronic Checks - #-68170-68215 76,687.51

LIABILITY CHECKS

Electronic Checks - #-68163-68169 \$58,239.69

Checks - #69712-69718 \$5,402.20

PAYROLL EXPENSE TOTAL \$140,329.40

ACCOUNTS PAYABLE

Checks - #69670-69711 \$289,470.40

Checks - #69719-69734 \$18,306.66

Electronic Payments #-99479-99502 \$90,941.41

ACCOUNTS PAYABLE TOTAL \$398,718.47

TOTAL \$539,047.87

2/24/2023

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| Fun d | Account | Department | Vendor Name | Description | Amount | Check # |
|----------|---------|---|----------------|--------------------------------|----------|---------|
| 101 | 421100 | Police Administration | FIRST BANKCARD | Jan First Bankcard Gottschald | 277.04 | -99502 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Jan First Bankcard Crace | 29.38 | -99502 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Jan First Bankcard Johnson | 300.00 | -99502 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Jan First Bankcard Stracek | 21.58 | -99502 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Jan First Bankcard Pernu | 50.00 | -99502 |
| 601 | 494400 | Water Administration and General | FIRST BANKCARD | Jan First Bankcard Orme | 8.88 | -99502 |
| 602 | 494900 | Sewer Administration and General | FIRST BANKCARD | Jan First Bankcard Orme | 68.07 | -99502 |
| 101 | 431100 | Street Department | FIRST BANKCARD | Jan First Bankcard Orme | 113.45 | -99502 |
| 601 | 494400 | Water Administration and General | FIRST BANKCARD | Jan First Bankcard Orme | 45.38 | -99502 |
| 275 | 452200 | Community Building | FIRST BANKCARD | Jan First Bankcard Orme | 1,005.26 | -99502 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Jan First Bankcard Esterbrooks | 124.00 | -99502 |
| 602 | 494900 | Sewer Administration and General | FIRST BANKCARD | Jan First Bankcard Orme | 13.31 | -99502 |
| 101 | 431100 | Street Department | FIRST BANKCARD | Jan First Bankcard Orme | 22.19 | -99502 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Jan First Bankcard Johnson | 23.80 | -99502 |
| 101 | 419901 | City Hall & Police Building Maintenance | FIRST BANKCARD | Jan First Bankcard Heinbuch | 287.54 | -99502 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Jan First Bankcard Pfeiffer | 50.00 | -99502 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Jan First Bankcard Enright | 13.66 | -99502 |
| 101 | 419901 | City Hall & Police Building Maintenance | FIRST BANKCARD | Jan First Bankcard Orme | 53.35 | -99502 |
| 101 | 415300 | Administration & Finance | FIRST BANKCARD | Jan First Bankcard Orme | 87.02 | -99502 |
| 275 | 452200 | Community Building | FIRST BANKCARD | Jan First Bankcard Orme | 682.47 | -99502 |
| 101 | 422901 | Firehall #1 Maple Grove Road | FIRST BANKCARD | Jan First Bankcard Orme | 124.34 | -99502 |
| 101 | 422901 | Firehall #1 Maple Grove Road | FIRST BANKCARD | Jan First Bankcard Orme | 13.34 | -99502 |
| 101 | 419901 | City Hall & Police Building Maintenance | FIRST BANKCARD | Jan First Bankcard Orme | 497.36 | -99502 |
| 601 | 494400 | Water Administration and General | FIRST BANKCARD | Dec First Bankcard Orme | 3.25 | -99501 |
| 602 | 494900 | Sewer Administration and General | FIRST BANKCARD | Dec First Bankcard Orme | 3.25 | -99501 |
| 101 | 431100 | Street Department | FIRST BANKCARD | Dec First Bankcard Orme | 113.45 | -99501 |
| 101 | 415300 | Administration & Finance | FIRST BANKCARD | Dec First Bankcard Orme | 9.74 | -99501 |
| 101 | 415300 | Administration & Finance | FIRST BANKCARD | Dec First Bankcard Mulder | 620.00 | -99501 |
| 101 | 419901 | City Hall & Police Building Maintenance | FIRST BANKCARD | Dec First Bankcard Orme | 497.36 | -99501 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Dec First Bankcard Heinbuch | 31.46 | -99501 |
| 101 | 422901 | Firehall #1 Maple Grove Road | FIRST BANKCARD | Dec First Bankcard Orme | 124.34 | -99501 |
| 275 | 452200 | Community Building | FIRST BANKCARD | Dec First Bankcard Orme | 682.20 | -99501 |
| 275 | 452200 | Community Building | FIRST BANKCARD | Dec First Bankcard Orme | 515.26 | -99501 |
| 602 | 494900 | Sewer Administration and General | FIRST BANKCARD | Dec First Bankcard Orme | 68.07 | -99501 |
| 101 | 419901 | City Hall & Police Building Maintenance | FIRST BANKCARD | Dec First Bankcard Orme | 53.35 | -99501 |
| 101 | 411100 | Council | FIRST BANKCARD | Dec First Bankcard Orme | 4.99 | -99501 |
| 602 | 494900 | Sewer Administration and General | FIRST BANKCARD | Dec First Bankcard Orme | 13.31 | -99501 |
| 601 | 494400 | Water Administration and General | FIRST BANKCARD | Dec First Bankcard Orme | 45.38 | -99501 |

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| Fun d | Account | Department | Vendor Name | Description | Amount | Check # |
|----------|---------|---|--------------------------------------|--------------------------------|----------|---------|
| 101 | 421100 | Police Administration | FIRST BANKCARD | Dec First Bankcard Ross | 130.00 | -99501 |
| 101 | 431100 | Street Department | FIRST BANKCARD | Dec First Bankcard Orme | 22.19 | -99501 |
| 101 | 422901 | Firehall #1 Maple Grove Road | FIRST BANKCARD | Dec First Bankcard Orme | 13.34 | -99501 |
| 601 | 494400 | Water Administration and General | FIRST BANKCARD | Dec First Bankcard Orme | 8.88 | -99501 |
| 101 | 415300 | Administration & Finance | FIRST BANKCARD | Dec First Bankcard Mulder | 386.54 | -99501 |
| 101 | 362430 | Refund & Reimbursement | FIRST BANKCARD | Dec First Bankcard Sorensen | -59.99 | -99501 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Dec First Bankcard Williams | 58.00 | -99501 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Dec First Bankcard Ross | 35.00 | -99501 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Dec First Bankcard Ross | 313.69 | -99501 |
| 101 | 419901 | City Hall & Police Building Maintenance | FIRST BANKCARD | Dec First Bankcard Heinbuch | 24.18 | -99501 |
| 101 | 419901 | City Hall & Police Building Maintenance | FIRST BANKCARD | Dec First Bankcard Heinbuch | 57.98 | -99501 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Dec First Bankcard Crace | 1,185.38 | -99501 |
| 101 | 452200 | Community Building | FIRST BANKCARD | Dec First Bankcard Heinbuch | 18.30 | -99501 |
| 101 | 421100 | Police Administration | FIRST BANKCARD | Dec First Bankcard Crace | 67.54 | -99501 |
| 101 | 415300 | Administration & Finance | GREATAMERICA FINANCIAL SERVICES | Copier Lease/Konica bizhub C30 | 96.00 | -99500 |
| 101 | 431901 | City Garage | DOORCO, INC. | Service Call - PW Garage Door | 175.00 | -99499 |
| 101 | 431100 | Street Department | ULLAND BROTHERS INC | Seeding & Fertilizing | 618.75 | -99498 |
| 101 | 421100 | Police Administration | APPLIED CONCEPTS INC | Radar | 757.00 | -99497 |
| 101 | 421100 | Police Administration | BRAY & REED LTD. | Prosecution Services Jan 2023 | 4,500.00 | -99496 |
| 251 | 421801 | DARE & Police Liaison Fund | CREATIVE PRODUCT SOURCING INC - DARE | DARE Workbooks | 187.50 | -99495 |
| 101 | 431100 | Street Department | CRYSTEEL TRUCK EQUIPMENT | Lift Arm Hitch | 312.20 | -99494 |
| 101 | 431901 | City Garage | DOORCO, INC. | Repair PW Door | 227.25 | -99493 |
| 602 | 494900 | Sewer Administration and General | GOPHER STATE ONE-CALL INC | Jan 23 Locates | 8.64 | -99492 |
| 601 | 494400 | Water Administration and General | GOPHER STATE ONE-CALL INC | Jan 23 Locates | 12.96 | -99492 |
| 230 | 465100 | HEDA | HTB PROJECT NAVIGATION, LLC | Proposed Hermantown Business P | 1,113.75 | -99491 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 1,728.16 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 402.05 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 971.62 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 1,323.21 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 875.82 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 674.27 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 752.34 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 866.41 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 650.19 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 540.78 | -99490 |
| 101 | 431100 | Street Department | INTER CITY OIL CO INC | Fuel | 1,541.18 | -99490 |
| 603 | 441100 | Storm Water | LHB INC | Design - Hermantown Rocky Run | 1,244.50 | -99489 |
| 101 | 431100 | Street Department | NORTHERN STATES SUPPLY INC | Cable Ties | 59.40 | -99488 |

2/24/2023

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| Fun d | Account | Department | Vendor Name | Description | Amount | Check # |
|----------|---------|---|----------------------------|--------------------------------|----------|---------|
| 101 | 431100 | Street Department | NORTHERN STATES SUPPLY INC | Cotter Pins | 15.17 | -99487 |
| 101 | 421100 | Police Administration | OVEROM LAW, PLLC | Prosecution Contract Matters | 132.00 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | Paul Sens Accident Claim | 448.50 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | Appointment of City Councilor | 60.00 | -99486 |
| 230 | 465100 | HEDA | OVEROM LAW, PLLC | HEDA Agenda Matters | 495.00 | -99486 |
| 101 | 421100 | Police Administration | OVEROM LAW, PLLC | Police Dept Personnel Matters | 408.00 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | General Matters/Retainer | 2,000.00 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | Opioid Litigation Matters | 445.50 | -99486 |
| 101 | 421100 | Police Administration | OVEROM LAW, PLLC | Prosecution Matters | 60.00 | -99486 |
| 101 | 421100 | Police Administration | OVEROM LAW, PLLC | Body Camera Matters | 458.50 | -99486 |
| 101 | 421100 | Police Administration | OVEROM LAW, PLLC | Edible Cannabinoids | 1,168.25 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | Purchasing Policy Matters | 48.00 | -99486 |
| 101 | 419100 | Community Development | OVEROM LAW, PLLC | Stebner Farms Projects | 660.00 | -99486 |
| 601 | 494400 | Water Administration and General | OVEROM LAW, PLLC | Verizon Water Tower Lease | 348.00 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | Hermantown Legacy Fund | 375.00 | -99486 |
| 245 | 456201 | Broadband | OVEROM LAW, PLLC | Broadband Expansion | 2,405.00 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | Data Practices Requests | 192.00 | -99486 |
| 101 | 421100 | Police Administration | OVEROM LAW, PLLC | Gale Rachuy Claim | 1,464.50 | -99486 |
| 402 | 431150 | Street Improvements | OVEROM LAW, PLLC | Ugstad Road Easement Acquisiti | 48.00 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | Legislature Lobbying | 738.25 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | City Councilor Orientation - H | 108.00 | -99486 |
| 101 | 419100 | Community Development | OVEROM LAW, PLLC | 2022 Sign Ordinance Amendments | 325.50 | -99486 |
| 415 | 465200 | Community Development | OVEROM LAW, PLLC | Naming Rights Agreement Matter | 1,891.50 | -99486 |
| 601 | 214500 | Escrow Deposits Payable | OVEROM LAW, PLLC | T-Mobile Application | 120.00 | -99486 |
| 416 | 452100 | Parks | OVEROM LAW, PLLC | 2021 Recreation Facility | 19.58 | -99486 |
| 240 | 432510 | Trunk Sewer Construction | OVEROM LAW, PLLC | Okerstrom Sewer & RD Project N | 60.00 | -99486 |
| 412 | 419100 | Community Development | OVEROM LAW, PLLC | 2021 Recreation Facility | 19.58 | -99486 |
| 230 | 214500 | Escrow Deposits Payable | OVEROM LAW, PLLC | P&R Properties Tax Increment M | 2,753.75 | -99486 |
| 603 | 441100 | Storm Water | OVEROM LAW, PLLC | Halvorson Lindahl Rd Easement | 440.75 | -99486 |
| 101 | 416100 | City Attorney | OVEROM LAW, PLLC | Old City Hall Lease Matters | 83.00 | -99486 |
| 415 | 465200 | Community Development | OVEROM LAW, PLLC | 2021 Recreation Facility | 19.59 | -99486 |
| 260 | 456101 | Cable | OVEROM LAW, PLLC | 2023 Mediacom Franchise Renewa | 491.00 | -99486 |
| 101 | 421100 | Police Administration | OVEROM LAW, PLLC | Police Department Complaint Po | 169.75 | -99486 |
| 101 | 422901 | Firehall #1 Maple Grove Road | TELCOLOGIX | Feb 2023 Maintenance | 70.35 | -99485 |
| 101 | 431100 | Street Department | TELCOLOGIX | Feb 2023 Maintenance | 16.75 | -99485 |
| 101 | 419901 | City Hall & Police Building Maintenance | TELCOLOGIX | Feb 2023 Maintenance | 237.85 | -99485 |
| 101 | 452200 | Community Building | TELCOLOGIX | Feb 2023 Maintenance | 10.05 | -99485 |
| 101 | 413100 | Mayor | VC3 | Return 48 Port GigE Switch | -30.80 | -99484 |

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| Fun d | Account | Department | Vendor Name | Description | Amount | Check # |
|----------|---------|---|--------------------------|--------------------------------|-----------|---------|
| 101 | 411100 | Council | VC3 | Return 48 Port GigE Switch | -123.18 | -99484 |
| 101 | 421100 | Police Administration | VC3 | Network Reconfiguration | 525.00 | -99484 |
| 101 | 421100 | Police Administration | VC3 | Return 48 Port GigE Switch | -186.25 | -99484 |
| 101 | 415300 | Administration & Finance | VC3 | Return 48 Port GigE Switch | -184.77 | -99484 |
| 101 | 421100 | Police Administration | VC3 | HP ProDesk & HDMI | 1,103.85 | -99483 |
| 101 | 424100 | Building Inspection | VC3 | Lobby TV Service Call | 6.96 | -99483 |
| 101 | 413100 | Mayor | VC3 | Lobby TV Service Call | 6.96 | -99483 |
| 601 | 494400 | Water Administration and General | VC3 | Lobby TV Service Call | 20.88 | -99483 |
| 101 | 411100 | Council | VC3 | Lobby TV Service Call | 27.84 | -99483 |
| 101 | 421100 | Police Administration | VC3 | Network Reconfiguration | 2,450.02 | -99483 |
| 602 | 494900 | Sewer Administration and General | VC3 | Lobby TV Service Call | 20.88 | -99483 |
| 101 | 421100 | Police Administration | VC3 | Lobby TV Service Call | 132.26 | -99483 |
| 101 | 431100 | Street Department | VC3 | Lobby TV Service Call | 27.84 | -99483 |
| 101 | 419100 | Community Development | VC3 | Lobby TV Service Call | 20.88 | -99483 |
| 101 | 415300 | Administration & Finance | VC3 | Lobby TV Service Call | 41.76 | -99483 |
| 101 | 431100 | Street Department | VC3 | Return 48 Port GigE Switch | -123.18 | -99483 |
| 601 | 494400 | Water Administration and General | VC3 | Return 48 Port GigE Switch | -92.39 | -99483 |
| 602 | 494900 | Sewer Administration and General | VC3 | Return 48 Port GigE Switch | -92.39 | -99483 |
| 101 | 421100 | Police Administration | VC3 | Return 48 Port GigE Switch | -398.85 | -99483 |
| 101 | 419100 | Community Development | VC3 | Return 48 Port GigE Switch | -92.39 | -99483 |
| 101 | 424100 | Building Inspection | VC3 | Return 48 Port GigE Switch | -30.80 | -99483 |
| 275 | 452200 | Community Building | MN ENERGY RESOURCES CORP | Natural Gas EWC - Feb 23 | 12,953.05 | -99482 |
| 101 | 431901 | City Garage | MN ENERGY RESOURCES CORP | Natural Gas Comm Building - Fe | 319.03 | -99482 |
| 275 | 452200 | Community Building | MN POWER | EWC Garage | 17.60 | -99481 |
| 602 | 494900 | Sewer Administration and General | MN POWER | Sewer | 770.53 | -99481 |
| 602 | 494900 | Sewer Administration and General | MN POWER | 4971 Lightning Dr | 223.91 | -99481 |
| 101 | 431901 | City Garage | MN POWER | 4971 Lightning Dr | 559.77 | -99481 |
| 101 | 419901 | City Hall & Police Building Maintenance | MN POWER | City Hall/Police/Fire | 2,834.91 | -99481 |
| 101 | 431901 | City Garage | MN POWER | 5255 Maple Grove Rd Garage | 42.75 | -99481 |
| 605 | 431160 | Street Lighting | MN POWER | Overhead St Lights | 501.30 | -99481 |
| 101 | 422902 | Firehall #2 Morris Thomas Road | MN POWER | FH #2 MorrisThomas & Stebner | 247.92 | -99481 |
| 605 | 431160 | Street Lighting | MN POWER | Street Lights (Roundabout) | 18.99 | -99481 |
| 101 | 422903 | Firehall #3 Midway Road | MN POWER | FH #3 Midway/Rose | 113.23 | -99481 |
| 101 | 452200 | Community Building | MN POWER | Community Bldg | 675.28 | -99481 |
| 605 | 431160 | Street Lighting | MN POWER | Street Lights | 758.09 | -99481 |
| 601 | 494400 | Water Administration and General | MN POWER | 4971 Lightning Dr | 335.87 | -99481 |
| 605 | 431160 | Street Lighting | MN POWER | Street Lights | 409.13 | -99481 |
| 605 | 431160 | Street Lighting | MN POWER | Traffic Lights | 905.49 | -99481 |

| Fun d | Account | Department | Vendor Name | Description | Amount | Check # |
|----------|---------|---|---------------------------------------|--------------------------------|-----------|---------|
| 101 | 452100 | Parks | MN POWER | Parks | 214.26 | -99481 |
| 605 | 431160 | Street Lighting | MN POWER | Street Lights | 481.61 | -99481 |
| 605 | 431160 | Street Lighting | MN POWER | Street Lights | 496.26 | -99481 |
| 275 | 452200 | Community Building | MN POWER | 4289 Ugstad Rd/EWC | 11,928.11 | -99481 |
| 101 | 422901 | Firehall #1 Maple Grove Road | MN POWER | City Hall/Police/Fire | 1,812.49 | -99481 |
| 601 | 494400 | Water Administration and General | MN POWER | Water | 1,016.20 | -99481 |
| 101 | 452100 | Parks | MN POWER | Little Leagues | 15.99 | -99481 |
| 101 | 421100 | Police Administration | EMERGENCY AUTOMOTIVE TECHNOLOGIES INC | Equipment - SDQ 11 | 1,013.70 | -99480 |
| 101 | 421100 | Police Administration | EMERGENCY AUTOMOTIVE TECHNOLOGIES INC | Equipment - SDQ 11 | -1,013.70 | -99480 |
| 601 | 494400 | Water Administration and General | VC3 | Return 5 Port Switch | -10.34 | -99479 |
| 101 | 413100 | Mayor | VC3 | Return 5 Port Switch | -3.45 | -99479 |
| 101 | 415300 | Administration & Finance | VC3 | Return 5 Port Switch | -20.68 | -99479 |
| 101 | 421100 | Police Administration | VC3 | 48 Port Switch | 2,993.85 | -99479 |
| 101 | 419900 | General Government Buildings & Property | VC3 | Return 5 Port Switch | -10.34 | -99479 |
| 101 | 431100 | Street Department | VC3 | Return 5 Port Switch | -13.79 | -99479 |
| 101 | 424100 | Building Inspection | VC3 | Return 5 Port Switch | -3.46 | -99479 |
| 602 | 494900 | Sewer Administration and General | VC3 | Return 5 Port Switch | -10.34 | -99479 |
| 101 | 421100 | Police Administration | VC3 | Return 5 Port Switch | -65.45 | -99479 |
| 101 | 431901 | City Garage | A W KUETTEL & SONS INC | Service Call - PW Heater | 1,369.00 | 69670 |
| 601 | 494300 | Water Distribution | ACME TOOLS | Tool Bag - H22 | 69.95 | 69671 |
| 601 | 494300 | Water Distribution | BELKNAP PLUMBING & HEATING | Gas Piping for New Generator | 855.14 | 69672 |
| 602 | 494500 | Sewer Maintenance | BELKNAP PLUMBING & HEATING | Gas Piping for New Generator | 855.14 | 69672 |
| 101 | 431901 | City Garage | BELKNAP PLUMBING & HEATING | Gas Piping for New Generator | 855.15 | 69672 |
| 602 | 494500 | Sewer Maintenance | CENTRAL PENSION FUND | Training Per Contract | 42.15 | 69673 |
| 101 | 431100 | Street Department | CENTRAL PENSION FUND | Training Per Contract | 42.16 | 69673 |
| 601 | 494300 | Water Distribution | CENTRAL PENSION FUND | Training Per Contract | 42.15 | 69673 |
| 101 | 422902 | Firehall #2 Morris Thomas Road | CENTURYLINK | Internet FH2 01/28/23-02/27/23 | 79.98 | 69674 |
| 101 | 431100 | Street Department | CINTAS CORPORATION | Uniforms | 9.72 | 69675 |
| 101 | 419901 | City Hall & Police Building Maintenance | CINTAS CORPORATION | Mats at FD/PD | 30.72 | 69675 |
| 101 | 419901 | City Hall & Police Building Maintenance | CINTAS CORPORATION | Mats at CH | 8.88 | 69675 |
| 101 | 431901 | City Garage | CINTAS CORPORATION | Mats at PW | 30.03 | 69675 |
| 101 | 431100 | Street Department | CINTAS CORPORATION | Uniforms | 9.72 | 69675 |
| 101 | 431901 | City Garage | CINTAS CORPORATION | Supplies | 37.50 | 69675 |
| 101 | 431901 | City Garage | CINTAS CORPORATION | Mats at PW | 6.16 | 69675 |
| 101 | 431901 | City Garage | CINTAS CORPORATION | 1st Aid Cabinets | 183.17 | 69675 |
| 101 | 431901 | City Garage | CINTAS CORPORATION | Supplies | 22.50 | 69675 |
| 101 | 431100 | Street Department | CINTAS CORPORATION | Uniforms | 26.93 | 69675 |
| 101 | 431100 | Street Department | CINTAS CORPORATION | Uniforms | 26.93 | 69675 |

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| Fun d | Account | Department | Vendor Name | Description | Amount | Check # |
|----------|---------|--|----------------------------------|--------------------------------|-----------|---------|
| 601 | 494300 | Water Distribution | CITY OF DULUTH COMFORT SYSTEMS | January Water Charges | 72,985.17 | 69676 |
| 240 | 433500 | Water Improvements | CORE & MAIN LP | TGB - AMI Conversion | 25,625.00 | 69677 |
| 101 | 415300 | Administration & Finance | CUNNINGHAM, DANA | Mileage Ehlers Conference | 229.22 | 69678 |
| 101 | 415300 | Administration & Finance | CUNNINGHAM, DANA | CPA Renewal | 102.00 | 69678 |
| 602 | 494900 | Sewer Administration and General | CUSTOMER ELATION INC | 01/17 - 02/13/23 Answering | 19.98 | 69679 |
| 601 | 494400 | Water Administration and General | CUSTOMER ELATION INC | 01/17 - 02/13/23 Answering | 29.97 | 69679 |
| 101 | 419901 | City Hall & Police Building Maintenance | DALCO | TP/Kleenex/Liners/Gloves | 319.76 | 69680 |
| 101 | 431100 | Street Department | DULUTH LAWN & SPORT | Shear Bolts - Snow Blower | 75.44 | 69681 |
| 101 | 415300 | Administration & Finance | DULUTH NEWS-TRIBUNE | Subscription Renewal/1 year Ma | 185.40 | 69682 |
| 460 | 431150 | Street Improvements | EXPRESS INVESTORS OF DULUTH, LLC | 2nd half TIF payment 2022 | 32,229.88 | 69683 |
| 460 | 431150 | Street Improvements | EXPRESS INVESTORS OF DULUTH, LLC | 2nd half TIF payment 2022 | 6,495.42 | 69683 |
| 236 | 465300 | Hermantown Wetland | GEI CONSULTANTS, INC. | Miller Trunk Hwy - Wetland Del | 33.53 | 69684 |
| 101 | 431100 | Street Department | HERMANTOWN HYDRAULICS | Hose - H1 | 294.30 | 69685 |
| 101 | 411300 | Ordinance, Public Notice and Proceedings | HERMANTOWN STAR LLC | Budget Summary | 371.25 | 69686 |
| 101 | 411300 | Ordinance, Public Notice and Proceedings | HERMANTOWN STAR LLC | Ordinance 2023-01 | 160.87 | 69686 |
| 603 | 441100 | Storm Water | HERMANTOWN STAR LLC | Lindah Rd Bridge Removal Bids | 247.50 | 69686 |
| 101 | 411300 | Ordinance, Public Notice and Proceedings | HERMANTOWN STAR LLC | 01/17/23 Minutes | 82.50 | 69686 |
| 245 | 419100 | Community Development | HOISINGTON KOEGLER GROUP INC. | Comprehensive Plan Update-Jan | 6,202.50 | 69687 |
| 101 | 415300 | Administration & Finance | INNOVATIVE OFFICE SOLUTIONS, LLC | Keyboard | 41.72 | 69688 |
| 101 | 415300 | Administration & Finance | INNOVATIVE OFFICE SOLUTIONS, LLC | Pad | 19.96 | 69688 |
| 101 | 415300 | Administration & Finance | INNOVATIVE OFFICE SOLUTIONS, LLC | Folders | 112.68 | 69688 |
| 230 | 465100 | HEDA | JOHNSON, ERIC | Mileage Ehlers Conference | 196.50 | 69689 |
| 101 | 421100 | Police Administration | KOLAR | Diagnose HVAC - 21 Chev Tahoe | 110.86 | 69690 |
| 602 | 494500 | Sewer Maintenance | KWIK TRIP EXTENDED NETWORK | Gas Utility 40% | 393.44 | 69691 |
| 101 | 421100 | Police Administration | KWIK TRIP EXTENDED NETWORK | Car Wash PD | 300.99 | 69691 |
| 101 | 431100 | Street Department | KWIK TRIP EXTENDED NETWORK | Gas Street | 832.54 | 69691 |
| 101 | 421100 | Police Administration | KWIK TRIP EXTENDED NETWORK | Gas PD | 4,018.88 | 69691 |
| 601 | 494300 | Water Distribution | KWIK TRIP EXTENDED NETWORK | Gas Utility 60% | 590.15 | 69691 |
| 101 | 431100 | Street Department | KWIK TRIP EXTENDED NETWORK | PW Propane Exchange | 43.33 | 69691 |
| 101 | 419901 | City Hall & Police Building Maintenance | KWIK TRIP EXTENDED NETWORK | Gas Building | 69.52 | 69691 |
| 101 | 431100 | Street Department | LINDE GAS & EQUIPMENT INC. | Cyl/SafeEnvFee 12/20-01/20/23 | 71.31 | 69692 |
| 101 | 431901 | City Garage | MENARD INC | PW Cleaning Supplies | 107.27 | 69693 |
| 101 | 422903 | Firehall #3 Midway Road | MENARD INC | Salt Pellets - FH3 | 51.76 | 69693 |
| 601 | 494300 | Water Distribution | MENARD INC | Batteries | 39.98 | 69693 |
| 101 | 419901 | City Hall & Police Building Maintenance | MENARD INC | Socket Adapter/RBR Grip | 32.40 | 69693 |
| 101 | 419901 | City Hall & Police Building Maintenance | MENARD INC | Drain Bladder/Wrench/Apron/Buc | 52.12 | 69693 |
| 101 | 431901 | City Garage | MENARD INC | Wash Machine | 171.27 | 69693 |
| 101 | 431100 | Street Department | MENARD INC | Wire Pliers/Cable Ties | 47.86 | 69693 |

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| Fun d | Account | Department | Vendor Name | Description | Amount | Check # |
|----------|---------|---|-----------------------------------|--------------------------------|-----------|---------|
| 101 | 431901 | City Garage | MENARD INC | Light | 69.99 | 69693 |
| 602 | 494500 | Sewer Maintenance | MENARD INC | Wash Machine | 176.46 | 69693 |
| 601 | 494300 | Water Distribution | MENARD INC | Wash Machine | 171.27 | 69693 |
| 461 | 431150 | Street Improvements | MILLS PROPERTIES, INC. | 2nd Half City Tax Abatement 20 | 55,011.75 | 69694 |
| 461 | 431150 | Street Improvements | MILLS PROPERTIES, INC. | 2nd Half City Tax Abatement 20 | 17,343.26 | 69694 |
| 101 | 421100 | Police Administration | MN CHIEFS OF POLICE ASSN | ETI Conference | 525.00 | 69695 |
| 251 | 421500 | Drug/Alcohol Fund | MN DEPARTMENT OF FINANCE | Forfeiture Funds ICR22045105 | 27.00 | 69696 |
| 251 | 421500 | Drug/Alcohol Fund | MN DEPARTMENT OF FINANCE | Forfeiture Funds ICR18617708 | 190.80 | 69696 |
| 251 | 421500 | Drug/Alcohol Fund | MN DEPARTMENT OF FINANCE | Forfeiture Funds ICR22085503 | 420.10 | 69696 |
| 101 | 419901 | City Hall & Police Building Maintenance | MN TELECOMMUNICATIONS | Feb 2023 Internet | 360.00 | 69697 |
| 101 | 422901 | Firehall #1 Maple Grove Road | MN TELECOMMUNICATIONS | Feb 2023 Internet | 90.00 | 69697 |
| 101 | 431100 | Street Department | NAPA AUTO PARTS | Hyd Fluid | 233.43 | 69698 |
| 101 | 415300 | Administration & Finance | ORME, KEVIN | Mileage Ehlers Conference | 206.98 | 69699 |
| 101 | 421100 | Police Administration | PETTY CASH | PD - DMV Tabs | 14.25 | 69700 |
| 101 | 421100 | Police Administration | SHEL/DON GROUP INC | Quick Reference Guides | 153.60 | 69701 |
| 601 | 494400 | Water Administration and General | SHORT ELLIOTT HENDRICKSON INC | Water System Model Dev | 254.70 | 69702 |
| 601 | 214500 | Escrow Deposits Payable | SHORT ELLIOTT HENDRICKSON INC | HERT 22 Sprint @ Hawk Circle W | 1,165.45 | 69702 |
| 251 | 421500 | Drug/Alcohol Fund | ST LOUIS COUNTY ATTORNEY'S OFFICE | Forfeiture Funds ICR22045105 | 54.00 | 69703 |
| 251 | 421500 | Drug/Alcohol Fund | ST LOUIS COUNTY ATTORNEY'S OFFICE | Forfeiture Funds ICR18617708 | 381.60 | 69703 |
| 251 | 421500 | Drug/Alcohol Fund | ST LOUIS COUNTY ATTORNEY'S OFFICE | Forfeiture Funds ICR22085503 | 840.20 | 69703 |
| 101 | 431100 | Street Department | ST LOUIS COUNTY AUDITOR | Brine Solution Jan 2023 | 939.15 | 69704 |
| 101 | 419100 | Community Development | ST LOUIS COUNTY RECORDERS OFFICE | Payton Acres Phase 1B Amendmen | 46.00 | 69705 |
| 101 | 419100 | Community Development | ST LOUIS COUNTY RECORDERS OFFICE | Peyton Acres, Phase 1C - Devel | 46.00 | 69705 |
| 603 | 441100 | Storm Water | ST LOUIS COUNTY RECORDERS OFFICE | Stormwater Cert - Midnight Sun | 46.00 | 69705 |
| 101 | 419100 | Community Development | ST LOUIS COUNTY RECORDERS OFFICE | Peyton Acres Prelim/Final Plat | 46.00 | 69705 |
| 603 | 441100 | Storm Water | ST LOUIS COUNTY RECORDERS OFFICE | Stormwater Cert | 46.00 | 69705 |
| 101 | 421100 | Police Administration | STREICHER'S | Uniform - Prouse | 276.00 | 69706 |
| 101 | 421100 | Police Administration | STREICHER'S | Ammo | 1,410.16 | 69706 |
| 101 | 421100 | Police Administration | STREICHER'S | Uniform - Solem | 61.99 | 69706 |
| 101 | 421100 | Police Administration | TROY'S BP AMOCO INC | Oil & Filter - SQD 22 | 88.71 | 69707 |
| 101 | 419901 | City Hall & Police Building Maintenance | UHL COMPANY INC | Software Renewal for Enterpris | 1,277.00 | 69708 |
| 101 | 419901 | City Hall & Police Building Maintenance | UHL COMPANY INC | Boiler Service Call | 1,402.00 | 69708 |
| 101 | 419901 | City Hall & Police Building Maintenance | UHL COMPANY INC | VAV's Service Call | 465.00 | 69708 |
| 602 | 494900 | Sewer Administration and General | VALLI INFORMATION SYSTEMS, INC | Jan 2023 Bill Print | 544.50 | 69709 |
| 603 | 441100 | Storm Water | VALLI INFORMATION SYSTEMS, INC | Jan 2023 Bill Print | 544.51 | 69709 |
| 601 | 494400 | Water Administration and General | VALLI INFORMATION SYSTEMS, INC 53 | Jan 2023 Bill Print | 544.50 | 69709 |
| 101 | 431100 | Street Department | VIKING INDUSTRIAL CENTER | Safety Glasses& Gloves | 197.52 | 69710 |
| 101 | 431100 | Street Department | VIKING INDUSTRIAL CENTER | Cable Ties | 27.21 | 69710 |

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| Fun d | Account | Department | Vendor Name | Description | Amount | Check # |
|----------|---------|---|----------------------------------|--------------------------------|-----------|---------|
| 602 | 494500 | Sewer Maintenance | WLSSD | Wastewater Charges | 46,175.00 | 69711 |
| 101 | 427100 | Poundmaster | ANIMAL ALLIES HUMANE SOCIETY | Jan 2023 Boarding | 378.00 | 69719 |
| 603 | 441100 | Storm Water | BRAUN INTERTEC CORPORATION | Rocky Run Bridge Replacement | 4,937.00 | 69720 |
| 101 | 419901 | City Hall & Police Building Maintenance | CINTAS CORPORATION | Mats at CH | 8.88 | 69721 |
| 101 | 431901 | City Garage | CINTAS CORPORATION | Supplies | 38.01 | 69721 |
| 101 | 431100 | Street Department | CINTAS CORPORATION | Uniforms | 26.93 | 69721 |
| 101 | 431901 | City Garage | CINTAS CORPORATION | Mats at PW | 30.03 | 69721 |
| 101 | 431100 | Street Department | CINTAS CORPORATION | Uniforms | 9.72 | 69721 |
| 101 | 419901 | City Hall & Police Building Maintenance | CINTAS CORPORATION | Mats at FD/PD | 23.52 | 69721 |
| 350 | 415300 | Administration & Finance | EHLERS & ASSOCIATES INC | 2022 Outstanding Indebtedness | 397.50 | 69722 |
| 101 | 415300 | Administration & Finance | EHLERS & ASSOCIATES INC | 2022 Outstanding Indebtedness | 397.50 | 69722 |
| 601 | 494300 | Water Distribution | FERGUSON WATERWORKS #2516 | Pipe Descaler & Hyd Signs | 247.14 | 69723 |
| 101 | 415300 | Administration & Finance | INNOVATIVE OFFICE SOLUTIONS, LLC | Report Covers | 57.48 | 69724 |
| 101 | 411100 | Council | INNOVATIVE OFFICE SOLUTIONS, LLC | Name Plates - Jones | 44.82 | 69724 |
| 101 | 411100 | Council | JONES, ELLIE | Capital Days - Hotel & Mileage | 367.66 | 69725 |
| 101 | 419901 | City Hall & Police Building Maintenance | MENARD INC | Brush/Key&Bit Set/Vent Clip/Ai | 65.64 | 69726 |
| 101 | 431100 | Street Department | MENARD INC | Nuts/Bolts | 23.61 | 69726 |
| 601 | 220110 | Water Test Fee Payable | MN DEPARTMENT OF HEALTH | Water Supply Serv Connect fee | 5,681.34 | 69727 |
| 601 | 220100 | Refund Payable | SCHILLA, AMELIA | Refund Acct#0416-00 | 750.00 | 69728 |
| 101 | 424100 | Building Inspection | SCHMINSKI, ADAM | Reimb Food & Hotel - ICC Reg C | 531.73 | 69729 |
| 460 | 465100 | HEDA | ST LOUIS COUNTY AUDITOR | 2022-TIF Maintenance Charge | 494.30 | 69730 |
| 101 | 421100 | Police Administration | TROY'S BP AMOCO INC | Vehicle Repair | 542.76 | 69731 |
| 101 | 421100 | Police Administration | TROY'S BP AMOCO INC | Oil & Filter - SQD 19 | 41.53 | 69731 |
| 101 | 415300 | Administration & Finance | WICKLUND, JOE | Hotel - SLC&CGMC Days | 182.65 | 69732 |
| 101 | 413100 | Mayor | WICKLUND, JOE | Hotel - SLC&CGMC Days | 365.30 | 69732 |
| 101 | 417200 | Communications | WICKLUND, JOE | Mileage/Food/Hotel-SLC&CGMC Da | 915.58 | 69732 |
| 230 | 465100 | HEDA | WICKLUND, JOE | Supplies - SLC Days | 377.83 | 69732 |
| 601 | 494300 | Water Distribution | YOUNGREN, ALEX W | Reimburse Safety Boots | 56.25 | 69733 |
| 101 | 431100 | Street Department | YOUNGREN, ALEX W | Reimburse Safety Boots | 112.50 | 69733 |
| 602 | 494500 | Sewer Maintenance | YOUNGREN, ALEX W | Reimburse Safety Boots | 56.25 | 69733 |
| 101 | 431100 | Street Department | ZIEGLER INC | Repair Fuel Tank 928 Loader | 623.26 | 69734 |
| 101 | 431100 | Street Department | ZIEGLER INC | Inspect Fuel Tank 928 Loader | 521.94 | 69734 |

Totals: 298 records printed

54

398,718.47

Ordinance No. 2023-02

The City Council of the City of Hermantown does ordain:

**AN ORDINANCE AMENDING HERMANTOWN
CODE OF ORDINANCES BY ADDING A NEW SECTION 405,
SALE OF TETRAHYDROCANNABINOL PRODUCTS**

Section 1. Purpose and Intent. The purpose and intent of this Ordinance is to establish a policy to regulate the sale of any legalized adult-use product that contains tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minnesota Statutes § 151.72, as it may be amended from time to time.

Section 2. Additional to Chapter 4. Chapter 4, Licensing and Business Regulations, of the City of Hermantown Code of Ordinances is hereby amended by adding a new Section 405, Sale of Tetrahydrocannabinol Products, to read as shown on Exhibit A attached hereto.

Section 3. Amendment to be Inserted in Code. After the amendment made by this ordinance becomes effective, it shall be inserted in the appropriate place in the Hermantown City Code.

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

Dated: _____

Mayor

Attest:

City Clerk

Adopted: _____

Published: _____

Effective Date: _____

EXHIBIT A

Section 405 – Sale of Tetrahydrocannabinol Products

405.01. Purpose. The purpose of this Section 405 is to restrict access by minors and to regulate the sale of any legalized adult-use product that contains tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minnesota Statutes § 151.72, as it may be amended from time to time, for the following reasons:

405.01.1. Minnesota Statutes § 151.72, as it may be amended from time to time, does not prohibit municipalities from licensing and regulating the sale of tetrahydrocannabinol products or products otherwise derived from hemp (“THC Products”);

405.01.2. The National Academies of Science, Engineering and Medicine note that the growing acceptance, accessibility and use of THC Products have raised important health concerns while the lack of aggregated knowledge of the health effects of THC Products has led to uncertainty about the impact of its use;

405.01.3. The Minnesota Legislature recognized the danger of THC Products use amongst youth by prohibiting the sale of any THC Products to those under the age of twenty-one (21) and requiring THC Products to be packaged without appeal to children and in child-resistant packaging or containers; and

405.01.4. Due to the passage of Minnesota Statutes § 151.72, the City Council finds and determines that the rules and regulations pertaining to the licensing and sale of THC Products contained in this Section 405 are necessary to promote and protect the public health, safety and general welfare of the residents of the City of Hermantown.

405.02. Definitions. The following words and terms when used in this Section 405 shall have the following meanings unless the context clearly indicates otherwise.

405.02.1. Business. Refers to any place of business where THC Products are available for sale to the general public, including but not limited to grocery stores, tobacco-related products stores, CBD stores, convenience stores, gasoline service stations, bars, and restaurants.

405.02.2. Exclusive Liquor Store. An establishment that meets the definition of exclusive liquor store in Minnesota Statutes § 340A.101, Subd. 10, as it may be amended from time to time.

405.02.3. Movable Place of Business. A business whose physical location is not permanent or is capable of being moved or changed. Movable place of business includes, but is not limited to a kiosk, truck, van, automobile, or other type of vehicle or transportable shelter and not a fixed address storefront or other permanent type of structure authorized for retail sales.

405.02.4. Person. One or more natural persons; a partnership, including a limited partnership; a corporation, including a foreign, domestic or nonprofit corporation; a trust; a political subdivision of the state; or any other business organization.

405.02.5. Retail Sale. Any transfer of goods for money, trade, barter, or other consideration for THC Products.

405.02.6. Self-Service Merchandising. A method of displaying THC Products, so that they are accessible to the public without the assistance or intervention of the licensee or licensee's employee. Assistance or intervention means the actual physical exchange of THC Products between the customer and the licensee or licensee's employee.

405.02.7. THC Product. Any product that contains more than trace amounts of tetrahydrocannabinol and that meets the requirements to be sold for human or animal consumption under Minnesota Statutes § 151.72, as it may be amended from time to time. THC Product does not include medical cannabis as defined in Minnesota Statutes § 152.22, Subd. 6, as it may be amended from time to time.

405.02.8. Vending Machine. Any mechanical, electric, or electronic self-service device that dispenses THC Products upon the insertion of money, tokens, or any other form of payment, directly to a person seeking to purchase THC Products.

405.03. License.

405.03.1. License Required. No person shall keep for retail sale, sell at retail, or otherwise dispose of any THC Products at any place in the City without first obtaining a license and paying a license fee.

405.03.2. Tobacco License Required. No license shall be issued to any applicant who does not hold a valid tobacco license issued pursuant to Section 400 of the Hermantown City Code.

405.03.3. Application. An application for a license to sell THC Products shall be made on a form provided by the issuing authority. The issuing authority shall verify the information on the application form and is empowered to conduct an investigation to verify the information on the application, including ordering a computerized criminal history inquiry and driver's license history inquiry on the applicant.

405.03.4. No person shall be issued an original or renewal license to sell THC Products unless that person has implemented a program for instructing all employees in the legal requirements pertaining to the sale of THC Products, including, but not limited to, state laws and this Section 405, providing information on the risks of using THC Products, and requiring employees to request identification from every customer who appears to be under thirty (30) years of age. No license shall be issued to an establishment unless the employer signs a City form stating that the employer has provided training to all employees on the sale of THC Products, and such training includes information that the

sale of THC Products to a person under twenty-one (21) years of age is illegal, what proof of age is legally acceptable, and that a sale to a person under twenty-one (21) years of age can subject the employer and the employee to criminal and civil liability.

405.03.5. Revocation or Suspension. Any license issued under this Section 405 may be revoked or suspended as provided herein.

405.03.6. Transfers. All licenses issued under this Section 405 shall be valid only on the premises for which the license was issued and only for the person to whom the license was issued to. The transfer of any license to another location, business, or person is prohibited.

405.03.7. Term. All licenses issued under this division shall be issued for one (1) calendar year from January 1 to December 31.

405.03.8. Renewals. The renewal of a license issued under this division shall be handled in the same manner as the original application. The request for a renewal shall be made at least thirty (30) days but no more than sixty (60) days before the expiration of the current license.

405.03.9. Issuance as Privilege and Not a Right. The issuance of a license is a privilege and does not entitle the license holder to an automatic renewal of the license.

405.04. License Fee. The fee for a license to sell THC Products shall be as set forth in City's Fee Schedule for such location. The license fee shall cover the administrative and enforcement costs, including the conducting of compliance checks.

405.05. License Restrictions.

405.05.1. Mobile Sales. No license shall be issued for the sale of THC Products at a movable place of business, unless the movable place of business is operated in an establishment licensed to sell THC Products and all mobile sales are conducted within a building and within the licensed premises. Only fixed location businesses in an authorized zoning area shall be eligible to be licensed under this Section 405.

405.05.2. Proximity to School. No license shall be issued for a location within five hundred feet (500') of any school. The distance shall be measured in a straight line from the proposed lot line to the nearest point of the lot on which the school is located.

405.05.3. Exclusive Liquor Store. No license shall be issued to an exclusive liquor store as defined in Minnesota Statutes § 340A.101, as it may be amended from time to time.

405.05.4. Display. All licenses shall be posted and displayed in plain view of the general public on the licensed premises.

405.05.5. Compliance Checks. As a condition of the license, the issuing authority, the Hermantown City Clerk, and those authorized under the Hermantown City Code to issue citations for a violation of the Hermantown City Code, or any other person designated by the City Council, shall have the right to conduct compliance checks and to enter, inspect, and search the licensed premises without a search and seizure warrant during the hours of operation. The City may conduct regular compliance checks of the licensed premises.

405.05.6. Responsibility. All licensees are responsible for the action of their employees regarding the sale, offer to sell, or furnishing of THC Products on the license premises. The sale, offer to sell, or furnishing of THC Products by an employee shall be considered an act of the licensee.

405.05.7. Zoning Ordinance Appeals. No license shall be issued for a location not zoned for the sales proposed by the applicant.

405.06. Prohibited Acts.

405.06.1. No person shall sell, offer for sale, or dispense any THC Product to any person under the age of twenty-one (21).

405.06.1.1. Age Verification. Licensees must verify by means of government-issued photographic identification that the person is at least twenty-one (21) years of age. Verification is not required for a person over the age of thirty (30). That the person appeared to be thirty (30) years of age or older does not constitute a defense to a violation of this subsection.

405.06.1.2. Signage. Notice of the legal sale age and verification requirement must be always posted prominently and in plain view at each location where THC Products are offered for retail sale.

405.06.1.3. No person shall sell, offer for sale, or dispense any THC Product:

405.06.1.4. By means of any type of vending machine.

405.06.1.5. All THC Products shall either be stored behind a counter or other area not freely accessible to customers, or in a case or other storage unit not left open and accessible to the public.

405.06.1.6. That is not in the original packaging with labeling in compliance with the Minnesota Statutes § 151.72, as it may be amended from time to time.

405.06.2. Samples Prohibited. No person shall distribute sample of any THC Product free of charge or at a nominal cost.

405.06.3. Use of False Identification. It shall be a violation of this Section 405 for any person to attempt to disguise their actual age using a false form of identification.

405.06.4. Sales to Obviously Intoxicated or Impaired Persons. No person shall sell, give or furnish THC Products to an obviously impaired or intoxicated person.

405.06.5. Onsite Consumption Prohibited. No licensed product may be consumed on any premises that holds a license under this Section 405.

405.06.6. Unlawful Purchase. It shall be unlawful for any person under the age of twenty-one (21) to purchase any THC Product. Persons acting under the direct supervision of the City, law enforcement, or other governmental unit and are actively engaged in compliance checks of the licensed premises are exempt.

405.06.7. Illegal Possession. It shall be unlawful for any person under the age of twenty-one (21) to possess any licensed product or to give or share any licensed product to any person under the age of twenty-one (21).

405.06.8. Employees Under Eighteen. It shall be unlawful for any person under the age of eighteen (18) to sell THC Products.

405.06.9. General Sale Prohibition. No person shall sell or offer for sale any THC Product by any other means, to any other person, or in any other manner or form prohibited by federal, state, or other local law, ordinance provision, or other regulation.

405.07. Sanctions for License Violations. The imposition of a civil penalty shall be preceded by written notice to the licensee and an opportunity for an administrative hearing under Section 400.12 of the Hermantown City Code. The civil penalties for violations of this Section 405 or state laws governing the sale of THC Products by the licensee or employee of the licensee are as follows:

405.07.1. For a first violation, the fine as set forth in City's Fine Schedule;

405.07.2. For a second violation at the same location within five (5) years of the first violation, the fine set forth in City's Fine Schedule and a 10-day suspension;

405.07.3. For a third violation at the same location within five years of the first violation, the City Council shall suspend the licensee's authority to sell THC Products at a public hearing for a minimum of 30-days and impose a civil penalty set forth in City's Fine Schedule; and

405.07.4. For a fourth or subsequent violations at the same location within five years of the first violation, the City Council may at a public hearing revoke a license or suspend a license for up to sixty (60) days, impose a civil penalty as set forth in City's Fine Schedule for each additional violation, or impose any combination of these sanctions.

405.08. Penalty for Individuals. A violation of this Section 405 is a misdemeanor. Nothing in this Section 405 shall be construed to limit the City's other available remedies for any violation of law, including without limitation, criminal, civil, and injunctive relief.

405.09. Severability. If any provision of this Section 405 is for any reason held to be invalid, such decision shall not affect the validity of the remaining provisions of this Section 405.

Ordinance No. 2023-03

The City Council of the City of Hermantown does ordain:

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

Section 1. Amendment of Section 270 – Fee Schedule. Section 270 is hereby amended in its entirety to read as shown on Exhibit A attached hereto.

Section 2. Nexus. Pursuant to Minnesota Statutes § 462.353, Subd. 4 (2022), as it may be amended from time to time, the City has determined that there is a nexus between the fees and the City’s costs and purposes based upon the City’s actual costs in providing the services described above. The City’s actual costs include employee time for investigative services as well as administrative costs and expenses.

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

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

Dated: _____

Mayor

Attest:

City Clerk

Adopted: _____

Published: _____

Effective Date: _____

EXHIBIT A

Section 270 - Fee Schedule

As of **January 1** _____, 2023

| DESCRIPTION | FEE |
|---|------------|
| Antenna Lease (New or Amendment) | \$1,000 |
| Assessment Searches | |
| - First Parcel | \$40 |
| - Additional | \$20 |
| AUDIO/VISUAL | |
| - Audio CD of Meetings | \$15 |
| - Photo CD's | \$15 |
| - Video Tapes/DVD's | \$15 |
| BUILDING DEPARTMENT | |
| 911 Signs | |
| Installed Signpost | \$75 |
| Sign and Bracket Only | \$35 |
| Appeals | |
| Building Code Appeals | \$250 |
| Fire Code Appeals | \$250 |
| Hazardous & Unsafe Structures - Fire Code | \$250 |
| Commercial | |
| Permit Fees are Based On Value (See Schedule B) | |
| - Plan Checking Fee (% of Building Permit Fee) | 65% |
| Demolition *- Single Family Res. | \$0 |
| - Other | \$100 |
| *Charge waived if issued with building permit | |
| Floodproofing Permit Fee | \$25 |
| Inspect Fire sprinkler systems | \$50 |
| Inspections after normal business hours | \$65/hr |
| Investigation Fee | |
| First Infraction - Double Permit (Min. \$200) | |
| Each Add'l in 12 Month -Triple Permit (min \$300) | |
| Residential | |
| - Re-roofing Permit | \$50 |
| - Re-siding Permit | \$50 |
| - Window Replacement | \$50 |
| - Door Replacement | \$50 |
| - Plumbing Permit - initial | \$50 |
| - Plus per fixture | \$5 |

| | |
|---|----------------|
| - Mechanical Permit - initial | \$50 |
| - Plus per fixture | \$15 |
| - Replacement | \$50 |
| - Detached Garage/Accessory Building (less than 1200 sq. ft.) | \$150 |
| - Mobile/Manufactured -Home Setting Fee | \$600 |
| - Park Dedication Fee - per bedroom | \$150 |
| - Plan Checking Fee (% of Building Permit Fee) | 65% |
| All Other Permit Fees are Based On Value (Schedule A) | |
| Special Permit Fees | \$25 |
| State Surcharge | See Schedule B |
| single fixed fee permit for fees under \$2,010 | \$1 |

CEMETERY/BURIAL

| | |
|---|---------|
| - Burial | |
| - Non-winter weekday | \$600 |
| - Non-winter weekend | \$800 |
| - Winter weekday (Nov 1 - Mar 31) | \$800 |
| - Winter weekend (Nov 1 - Mar 31) | \$1,250 |
| - Burial of Urn | |
| - New Plot | \$350 |
| - Shared Plot | \$225 |
| - Winter - New Plot (Nov 1 - Mar 31) | \$550 |
| - Winter - Shared Plot (Nov 1 - Mar 31) | \$450 |
| - Weekend | \$1,000 |

CITY CLERK

BUSINESS LICENSE FEES

| | |
|--------------------------------|---------|
| Adult Businesses | |
| - Application Fee | |
| - New Principal License | \$3,500 |
| - Renewal of Principal License | \$725 |
| - New Accessory License | \$725 |
| - Renewal of Accessory License | \$160 |
| - License Fee | |
| - Principal License | \$1,425 |
| - Accessory License | \$305 |

LIQUOR LICENSE FEES:

| | |
|---------------------------|-------|
| - 3.2% Malt Liquor | |
| - On Sale | \$550 |
| - Off Sale | \$80 |

| | |
|---|------------------------|
| - Temporary - per day | \$60 |
| - Transfer - On Sale | \$110 |
| - Off Sale | \$60 |
| Charities Temporary Service Area | \$105 |
| - Club License | |
| - Under 200 members | \$300 |
| - 201-500 members | \$500 |
| - 501-1000 members | \$650 |
| - 1001-2000 members | \$800 |
| - 2001-4000 members | \$1,000 |
| - 4001-6000 members | \$2,000 |
| - Over 6000 members | \$3,000 |
| - Dance Permit | \$500 |
| - Intoxicating Liquor | |
| - On Sale | \$3,450 |
| - Off Sale | \$155 |
| - Temporary - per day | \$255 |
| - Transfer/On Sale | \$155 |
| - /Off Sale | \$130 |
| - Investigation Fee (Police) | \$210 |
| Summerfest Temporary Service Area | \$250 |
| Temporary Service Area Expansion | \$250 |
| Deposit for Temporary Service Area Expansion | \$250 |
| - Sunday License | \$200 |
| - Wine | |
| - Only Wine | \$815 |
| - With Hard Beer | \$1,150 |
| - Temporary - per day | \$110 |
| - Transfer | \$110 |
| Other License Fees: | |
| Pawn Shop | \$3,750 |
| - Transaction Fee | \$6 |
| \$25,000 Bond Required | |
| Investigation fee with new application | \$660 |
| Massage Establishment | \$125 |
| Massage Therapist | \$55 |
| -Investigation fee with new application | \$30 |
| Tobacco License | \$335 |
| <u>Tetrahydrocannabinol Products License Fee</u> | <u>\$600.00</u> |
| Candidate Filing Fee for City Council | \$5 |
| COPIES, DOCUMENTS, FAXES, MAPS | |
| Data Practice Request | No chg under \$5 |

| | |
|--|--------|
| - Color copies Additional charge per side | \$0 |
| - Copies smaller than 11' x 17' (per copy) | \$0.25 |
| - 2 sided copy | \$0.50 |
| - 11 x 17 - 1st Page | \$2.00 |
| - Add'l | \$1.00 |
| Other Requests | |
| - 8 1/2 x 11 - 1st Page | \$1 |
| - Add'l | \$0 |
| - 8 1/2 x 14 - 1st Page | \$1.00 |
| - Add'l | \$0 |
| - 11 x 17 - 1st Page | \$2.00 |
| - Add'l | \$1.00 |
| - Larger than 11 x 17 | \$10 |
| - Photo - per page | \$4 |

FAXES

| | |
|------------------------|--------|
| - Local - 1st Page | \$2.00 |
| - Add'l | \$0 |
| - Long Dist.- 1st Page | \$3.00 |
| - Add'l | \$0 |

MAPS

| | |
|-----------|------|
| - Address | \$1 |
| - 11 x 17 | \$10 |
| - 20 x 30 | \$10 |
| - 24 x 36 | \$45 |

OTHER FEES

| | |
|--|-------|
| Foot and Bicycle Races | \$25 |
| Gambling Investigation Fee | \$100 |
| Non-Sufficient Funds (NSF) Charge | \$30 |
| Recording Fee | \$75 |

PARKS DEPARTMENT

| | |
|---|------|
| Hermantown Community Park (Passive Park) | |
| - Resident | \$25 |
| - Non Resident | \$75 |

PLANNING & ZONING DEPARTMENT

| | |
|--|-------|
| Administrative Appeal | \$200 |
| Alternative Energy Systems Permit | \$30 |
| Christmas Tree Permit (\$25 refund after Season) | \$100 |
| Com'l Industrial Development Permit | |
| - With Development Agreement* | \$700 |
| - Without Development Agreement | \$400 |

| | |
|--|--|
| - Zoning Certificate in lieu of CIDP | \$250 |
| * Plus Professional Fees | |
| Dog Exception Permit | \$195 |
| Driveway Access | |
| - Permit (Plus \$250 Deposit) | \$100 |
| Erosion & Sediment Control | |
| - Multi-Family/Com'l/Industrial | \$250 |
| - Single Family Residential | \$125 |
| - Utility - Per lineal foot disturbed | \$0.125 |
| - Minimum | \$250 |
| Park Fee | |
| - Single Family, Two Family, Three Family, Residential Parcel | \$1,100 |
| - Multi-Family, 2+ bedrooms | \$800 |
| - Multi-Family, 1 bedroom and studio | \$400 |
| -Commercial and Industrial | \$1,100 per acre |
| -Planned Unit Development | Proportional to Mix of Development |
| Fence Permit | |
| If Building Permit Not Needed | \$35 |
| Fireworks Permit | |
| - Established Retail | \$100 |
| - Temporary Structure | \$350 |
| Land Alternation Permits (Fill) | |
| - Flat Fee | \$125 |
| - Refundable Deposit | \$500 |
| Mobile Home Park Approval Fee * | \$445 |
| *Plus Professional Fees | |
| Non-Conforming Use Permit & Fee Application | |
| Single Family | \$150 |
| Commercial | \$400 |
| Ordinance | |
| - Amendment | \$350 |
| - Interpretation | \$185 |
| Parcel Split Review Fee | |
| Fee per Split Reviewed | \$300 |
| Planned Unit Development Approval* | |
| PUD Fee | \$700 |
| *Plus Professional Fee | |
| PUD Amendment | \$350 |
| Recording Fee | \$75 |
| Rezoning Application Fee | \$350 |

Sign Permits

| | |
|--------------------------------------|-------|
| - Temporary (Class G) | \$20 |
| - Com'l (Class C-Other up to 25 ft.) | \$75 |
| - Com'l (Class C-Other over 25 ft.) | \$110 |
| - Com'l (Class C-Free Standing) | \$110 |
| - Billboards (Class D) | \$500 |

Special Use Permit *

| | |
|-------------|-------|
| - New | \$400 |
| - Renewal | \$350 |
| - Amendment | \$350 |

* Plus professional fees

Stormwater *

| | |
|-------------------|-------|
| - New application | \$450 |
| - Recording fee | \$75 |

* Plus professional fees

- Concept Plan Review***

*** Includes professional fees

Subdivision Plan Approval

| | |
|--------------------|-------|
| - Preliminary | \$350 |
| - Final | \$300 |
| - Combined process | \$600 |

Vacation Fee (easement)

\$235

Variance Application Fee

\$300

Wetland Permits *

| | |
|-----------------------------------|-------|
| - De minimus Exemption | \$250 |
| - Delineation | \$200 |
| - No Loss Determination | \$250 |
| - Replacement Plans | |
| - Individual/Single Family | \$350 |
| - Subdivisions/Com'l/Multi Family | \$750 |

*Plus Professional Fees

Wetland Impact Fee

| | |
|----------------------------------|--------|
| - per sq. ft. x mitigation ratio | \$0.15 |
|----------------------------------|--------|

Zoning Verification Letter

\$30

Zoning Certificate Fee

\$35

Hermantown Marketplace Zoning Certificate

\$250

Zoning Maps (GIS Maps) Plotted

| | |
|-------------|------|
| - 11 x 17 | \$10 |
| - 24 x 36 | \$45 |
| - Color map | \$30 |

POLICE DEPARTMENT**Animal Licenses (Dog & Cat)**

\$10

| | |
|---|-------|
| Lifetime Permit | \$50 |
| Lifetime Animal Transfer Fee | \$5 |
| Duplicate Tag Fee | \$5 |
| Animal Licenses at City Impound Facility | \$12 |
| Dangerous Animal | \$500 |
| Archery (Bow Hunting) | |
| -Resident Permit | \$10 |
| -Non-Resident Permit | \$30 |
| Fingerprinting | \$30 |
| Police Services | |
| Officer for School Events Beyond Contract (per unit per hour) | \$70 |
| Officer for Special Events (Per unit per hour) | \$85 |
| Administrative Parking Violations under Hermantown Code Section 830 | |
| -Handicapped | \$200 |
| -All other Parking Violations | \$30 |

Training Center Rental

| | |
|--|-------------------|
| - Resident - During Working Hours | Free once a month |
| Training Center Rental | |
| - During Working Hours (8:00 am - 4:30 pm) | \$190 |
| - After Hours (After 4:30) | \$245 |
| Add: Saturday Rental | \$75 |

| | |
|--|------|
| Vehicle Storage/Impound (per day) | \$30 |
|--|------|

UTILITIES DEPARTMENT (WATER/SEWER)

| | |
|---|---------------|
| Administrative fee in delinquent utility property tax certification | \$100 |
| Assessment Construction Project Admin. Fee | 3.5% |
| Excavating Contractor's License | \$200 |
| - Permit | \$50 |
| Excavating Permit for Private Person | \$50 |
| Fats, Oil, Grease (FOG Program) | |
| Sewer Service Surcharge | \$100 Monthly |
| Late Payment Fee (penalty on current balance due) | 10% |
| Return Check Fee | \$30 |
| Unpolluted Water Surcharge (monthly) | \$100 |
| Water Filling Station (per 1008 gallons) | \$15 |
| <u>Water Rates: (per 1,000 gallons)</u> | |
| Residential Tier 1 (up to 2,500 gallons) | \$8.82 |
| Residential Tier 2 (between 2,501-4,500 gallons) | \$10.15 |

| | |
|--|------------------|
| Residential Tier 3 (over 4,501 gallons) | \$11.16 |
| <u>Multi Family</u> | |
| Multi-Family Tier 1 (all usage) | \$10.16 |
| Multi-Family Tier 2 (all usage) | \$10.16 |
| Multi-Family Tier 3 (all usage) | \$10.16 |
| <u>Commercial</u> | |
| Tier 1 (up to 20,000 gallons) | \$9.12 |
| Tier 2 (between 20,001-50,000 gallons) | \$9.59 |
| Tier 3 (over 50,001 gallons) | \$10.54 |
| <u>Irrigation</u> | |
| Tier 1 (all usage) | \$11.16 |
| Tier 1 (all usage) | \$11.16 |
| Tier 3 (all usage) | \$11.16 |
| Water testing fee - August annual bill | \$9.72 |
| Temporary meter rental (construction and hydrant) | \$150 per season |
| Service charges - billed monthly | |
| 5/8" to 1" meter | \$9.73 |
| 1 1/4" meter | \$14.60 |
| 1 1/2" meter | \$14.60 |
| 2" meter | \$36.50 |
| 3" meter | \$42.58 |
| 4" meter | \$54.75 |
| 6" meter | \$79.01 |
| On/Off Fees | |
| Snowbirds | \$25 |
| Reconnection for delinquent accounts | \$75 |
| Water Hookups | |
| Residential (includes duplex) | \$850 |
| Irrigation Meter | \$850 |
| Commercial | \$1,400 |
| <u>Sewer Rates: (per 1,000 gallons)</u> | |
| Residential Tier 1 (all usage) | \$10.66 |
| Multi-Family Tier 1 (all usage) | \$10.66 |
| Commercial Tier 1 (all usage) | \$10.66 |
| Flat Rate Tier 2 – Residential Average | \$38.07 |
| Flat Rate Tier 3 – Commercial Average | \$47.97 |
| Service charge - monthly | \$3.40 |
| Minimum sewer charges | |
| Service charge | \$3.40 |
| Sewer Hookup | |
| Residential (includes duplex) | \$850 |
| Permit | \$85 |

| | |
|--|---------|
| Commercial | \$2,200 |
| Permit | \$85 |
| Stool Fee per toilet - max 50 toilets | \$50 |
| Capacity Availability Fee For Single Family (contact WLSSD for fee determination of commercial buildings) | \$940 |
| Call for Water & Sewer Availability Charges | |

Stormwater Rates:

| | |
|----------------------------|------------|
| Equivalent Rate Unit (ERU) | \$8.00/ERU |
|----------------------------|------------|

TO: Mayor & City Council
FROM: John Mulder, City Administrator
DATE: November 17, 2022
SUBJECT: Amended Proposal for
Engineering Services – Oak
Ridge Sanitary Sewer Trunkline
Spur



Meeting Date: 11/21/22
Agenda Item: 12-D
Resolution: 2022-131

REQUESTED ACTION

Accept amended proposal from Northland Consulting Engineers for engineering services for design and construction engineering for the Oak Ridge Sanitary Sewer Trunkline Spur

BACKGROUND

In on August 1, 2022, the City Council accepted a proposal from Northland Consulting Engineers to design and construct a sanitary sewer from the lift station at the east end of Oak Ridge Drive to the Section 24 Sewer Trunkline. As part of the initial work, City Staff met with the landowners along Okerstrom Road north of Anderson Road. Those residents currently do not have sewer service and would like to have City sewer. The City at some point in time in the future would like to extend Okerstrom Road to the north to facilitate development within Section 24.

Based on those discussion, it is now recommended to extend the sewer at the intersection of Anderson and Okerstrom Road to the north, to connect to the sewer at the lift station. This will allow the City to eliminate the lift station. In effect, instead of building the sewer directly east and connecting to the trunk line in the interior of Section 24, the sewer line would go south and connect at Anderson Road. The City would at the same time re-construct approximately a quarter of a mile of Okerstrom Road to an urban street design.

SOURCE OF FUNDS (if applicable)

Sales Tax City Fund No. 240-494500-530

ATTACHMENTS

Resolution
Proposal

Resolution No. 2022-131

RESOLUTION ACCEPTING AN AMENDED PROPOSAL FROM NORTHLAND CONSULTING ENGINEERS FOR ENGINEERING SERVICES FOR DESIGN AND CONSTRUCT ENGINEERING FOR THE SANITARY SEWER TRUNKLINE SPUR FROM OAK RIDGE DRIVE TO THE TRUNKLINE UNDER THE CITY ENGINEERS CONTRACT WITH THE CITY

WHEREAS, the City of Hermantown (“City”) has a contract (“Agreement”) with Northland Consulting Engineers (“Engineer”) to provide engineering services, and

WHEREAS, the City of Hermantown (“City”) desires to construct a sanitary sewer Trunkline spur from Oak Ridge Drive to the Section 24 Trunkline (“Project”); and

WHEREAS, the City Council previously approved a proposal to connect Oak Ridge Drive to the Section 24 Trunkline

WHEREAS, the Engineer has met with land owners along Okerstrom Road north of Anderson Road and they want sewer service along Okerstrom Road north of Anderson Road,

WHEREAS, the Engineer has begun revising the plan to build the sewer and a new Okerstrom road north of Anderson road, and

WHEREAS, the (“Engineer”) submitted an amended proposal reflecting the change in the plan as shown on Exhibit A attached hereto to the City to provide such services and

WHEREAS, the Engineering work for the project will be performed under the terms of the Contract with Northland Consulting Engineers City and Engineer desire to enter into an Agreement for Engineering Services (“Agreement”) in which Engineer provides engineering to City pursuant to these terms of the Agreement; and

WHEREAS, the City Council believes that it is in the best interests of the City of Hermantown to accept the proposal and authorize the City Engineer to proceed on the “Project” and direct the Mayor and City Clerk 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 proposal from the Engineer is hereby accepted and the Engineer is authorized to proceed on the “Project”
2. The source of payment for the consultant services will by Sales Tax City Fund No. 240-494500-530.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared ⁷³ duly passed and adopted November 21, 2022.

Civil Engineering Fee Proposal



November 8, 2022

Proposal #: P1108

Project Title: Okerstrom Road Reconstruction

Project Location: Hermantown, MN

Company: City of Hermantown

Client Contact: John Mulder

Full Address: 5105 Maple Grove Road, Hermantown, MN 55811

Client Email: jmulder@hermantownmn.com

Office Phone: 218-729-3600

Cell Phone:

Project Description

Northland Consulting Engineer's understands a desire to reconstruct a segment of Okerstrom Road in the city of Hermantown. The project is approximately 1500 LF from Anderson Road south to Hermantown Road. This proposal includes boundary and topographic survey, as well as site planning, utility planning, and stormwater management.

Scope of Civil Engineering Services

1. Meetings and communications.
2. Boundary and Topographic Survey
3. Site plan, grading plan, and utility plan.
4. Stormwater management (During Construction and Permanent)
5. Construction Inspection and Communications.

| Proposed Fee Calculation Table | Estimated Hours / Hourly Rates | | | | | Extended Cost |
|---|--|----------|---------|----------|-------|----------------------|
| | Principal | PE | Tech. | Clerical | Other | |
| Design Engineering | \$180.00 | \$140.00 | \$85.00 | \$50.00 | | |
| Meetings and Discussions with City Staff | 16 | 16 | | | | \$ 5,120.00 |
| Amendment to Feasibility Study | 2 | 2 | 4 | | | \$ 980.00 |
| Public Meetings (2) | 4 | 4 | 4 | | | \$ 1,620.00 |
| Easement Acquisition | 16 | 8 | 4 | | | \$ 4,340.00 |
| Permitting - Sanitary Sewer, MPCA StormWater and MDH WaterMain | 2 | 8 | 8 | | | \$ 2,160.00 |
| Review Survey and Prepare Existing Conditions and Removals Plan | 4 | 16 | 32 | | | \$ 5,680.00 |
| Roadway Plan and Profile | 24 | 48 | 120 | | | \$ 21,240.00 |
| Utility Plan - Storm, Sanitary, and Water | 16 | 40 | 80 | | | \$ 15,280.00 |
| Stormwater Management and Stormwater Pollution Prevention Plan | 4 | 16 | 40 | | | \$ 6,360.00 |
| General Notes, Details, and Specifications | 8 | 24 | 32 | 24 | | \$ 8,720.00 |
| | Design Engineering Subtotal | | | | | \$ 71,500.00 |
| Boundary and Topographic Survey (Alta Land Survey Company) | | | | | | |
| | Surveying Subtotal | | | | | \$ 5,500.00 |
| Construction Engineering | \$180.00 | \$140.00 | \$85.00 | \$50.00 | | Extended Cost |
| Communications and Construction Meetings | 16 | 16 | | | | \$ 5,120.00 |
| Construction Inspection - Based on 15 weeks of construction | 40 | 80 | 600 | | | \$ 69,400.00 |
| Record Drawing Preparation | | 8 | 24 | | | \$ 3,160.00 |
| | Construction Engineering Subtotal | | | | | \$ 77,680.00 |
| Total NCE Engineering Fees | | | | | | \$ 154,680.00 |

Assumptions

1. Compensation for limited services described above will be performed on a Lump-Sum-Fee basis based on the overall project description and limited scope of services listed above.
2. Additional Services may be required. Additional services will be performed only upon written approval by the client and billed on an hourly rate basis in accordance with NCE current rate schedule.
3. If acceptable, this proposal along with the attached terms and conditions sheet will serve as our contract for the project.

We understand that this proposal including the attached terms and conditions will serve as our contract for this project.

Submitted By

 11/8/22

Signature

Date

David Bolf, P.E.

Principal Partner - Civil Department Manager
Northland Consulting Engineers LLP

Accepted By

Signature

Date

Printed Name _____

Title _____

Representing _____

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

February 17, 2023

Re: Lindahl Road Bridge Removal

Dear John,

This letter is regarding the bid opening for Lindahl Road Bridge Removal.

We have reviewed all the bids that were received on 2/16/23 at the bid opening. KTM Paving, Inc. is the low bidder for the project with a bid of \$76,000.00. We recommend awarding the contract for Lindahl Road Bridge Removal to KTM Paving, Inc. Please put this on the March 6, 2023 City Council Agenda.

I have included the bid abstract and the bid form received from KTM Paving, Inc.

Sincerely,



David Bolf, P.E.
Northland Consulting Engineers
102 South 21st Avenue West, Suite 1
Duluth, MN 55806

C: Paul Senst – Public Works Director
Alaina Dodaro – KTM Paving Inc.

Resolution No. 2023-22

**RESOLUTION RECEIVING BIDS AND AWARDING CONTRACT FOR
STREET ROAD IMPROVEMENT NO. 543 (LINDAHL ROAD BRIDGE REMOVAL)
IN THE AMOUNT OF \$76,000**

WHEREAS, the City of Hermantown duly advertised for bids for Street Road Improvement No. 543 (Lindahl Road Bridge Removal) (“Project”) within the City of Hermantown; and

WHEREAS, the City will finance the Project from Stormwater funds; and

WHEREAS, bids on such Project were publicly opened and tabulated by the Consulting Engineer and City Clerk on February 16, 2023; and

WHEREAS, a transcript of such bids is attached hereto as Exhibit A; and

WHEREAS, the Consulting Engineer reviewed the bid of the lowest bidder to confirm its accuracy; and

WHEREAS, the Consulting Engineer reviewed the bid of the lowest bidder and found it to be technically responsive to the specifications and also investigated the experience, past record of performance and capacity of the low bidder to perform the work contracted to be performed within the stated time period; and

WHEREAS, on the basis of such review, the Consulting Engineer has recommended that the lowest bidder, KTM Paving, Inc., (“Contractor”) be awarded the contract for Street Road Improvement District No. 543 (Lindahl Road Bridge Removal) (“Project”); and

WHEREAS, after fully considering this matter, the City Council believes that it is in the best interests of the City of Hermantown to award the contract for such improvement to Contractor.

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

1. Contractor is hereby found, determined and declared to be the lowest responsible bidder for Street Road Improvement No. 543 (Lindahl Road Bridge Removal).

2. The bid of Contractor is in the amount of \$76,000 for Street Road Improvement No. 543 (Lindahl Road Bridge Removal) for such bid option in accordance with the plans and specifications and advertisements for bids shall be and hereby is accepted.

3. The Consulting Engineer is hereby directed to prepare a contract between the City of Hermantown and Contractor as soon as possible and submit it to Contractor for execution by it.

4. Upon execution of such contract by Contractor and its submission of a performance bond, payment bond and certificate of insurance acceptable to the City Attorney, Mayor and City Clerk are hereby authorized and directed to execute such contract for and on behalf of the City of Hermantown.

5. The City Clerk is hereby authorized and directed to return forthwith to all bidders, the deposits (bid bonds) made with their bids, except that deposit (bid bond) of the successful bidder and the next lowest bidder shall not be returned until a contract has been executed.

6. The City reasonably expects to finance the Project from an issue of tax-exempt bonds. In advance of issuance of the bonds, it will 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.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted March 6, 2023.

EXHIBIT A

Lindahl Road Bridge Removal

Date: 2/16/2023

Time: 10:00 AM

NCE Project No. 22-8010

| | Bidder | Bid Bond Present | Responsible Contractor | Acknowledge Addendum #1 | Non- Collusion Affidavit | Bid Amount |
|----|----------------------------------|-------------------------|-------------------------------|--------------------------------|---------------------------------|--------------------|
| 1 | Veit | X | X | X | X | \$81,920.00 |
| 2 | Ulland | X | X | X | X | \$89,133.00 |
| 3 | Northern Contracting LLC | X | X | X | X | \$97,460.00 |
| 4 | KTM | X | X | X | X | \$76,000.00 |
| 5 | Northern Interstate Construction | X | X | X | X | \$78,637.00 |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | Engineers Estimate | 79 | | | | \$90,000.00 |

BID FORM

BID DATE: February 16th, 2023

BID TIME: 10:00 A.M. Local Time

LOCATION: Hermantown City Hall, 5105 Maple Grove Road, Hermantown, MN 55811

Proposal of: KTM Paving, Inc.
 (hereinafter called "Bidder"), organized and existing under the laws of the State of
MN doing business as Corporation.
(Insert "a corporation", "a partnership", "a limited liability company" or "an individual" as applicable)

for City of Hermantown hereinafter called "OWNER". In compliance with your ADVERTISEMENT FOR BIDS and INSTRUCTIONS TO BIDDERS, Bidder hereby proposes to perform all WORK as specified in the CONTRACT DOCUMENTS in strict accordance with the CONTRACT DOCUMENTS within the time set forth therein, and at the Unit Prices stated below.

By submission of this Bid, each Bidder certifies, and in the case of a joint Bid each party thereto certified as to such Bidder's own organization, that this Bid has been arrived at independently, without consultation, communication, collusion or fraud, or agreement as to any matter relating to this Bid with any other Bidder or with any competitor or with the Engineer or any representative of Owner.

Bidder hereby agrees to commence WORK under the Contract Documents on or before a date to be specified in the NOTICE TO PROCEED and to fully complete the WORK in accordance with the following completion date schedule.

COMPLETION DATE SCHEDULE: Work shall be substantially completed within the listed number of consecutive calendar days from the date of NOTICE TO PROCEED or by Completion Date stated:

| Project Description | Completion Date |
|---|--------------------------------|
| Removal of the Lindahl Road bridge over the Midway River, construction of (2) hammerheads on both the north and south side of the bridge, and re-establishment of the flood plain.. | August 31 st , 2023 |

Bidder further agrees to pay as liquidated damages the sum of \$500.00 dollars for each consecutive calendar day thereafter.

Bidder acknowledges receipt of the following ADDENDUM:

| Number | Date |
|--------|---------|
| 1 | 1/27/23 |
| | |
| | |
| | |

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with the Owner in the form included in the bid booklet to perform and furnish all Work described in the bid booklet for the sum of \$ 76,000.⁰⁰ which includes sales tax and all other applicable taxes and fees and within the time indicated in this Bid and the bid booklet and in accordance with the other terms and conditions of the bid booklet

Hermantown, Minnesota **LINDAHL ROAD BRIDGE REMOVAL**

Accompanying this Bid is a BID BOND or certified check in an amount which is at least five percent (5%) of the Total Base Bid made payable to the OWNER and the same is subject to forfeiture in the event of default on the part of the Bidder or failure on the part of the Bidder to execute the Contract and provide the requested payment bond, performance bond, certificate of insurance and endorsement to insurance policy(ies) within the times as stated in the CONTRACT DOCUMENTS.

It is understood that Bids may not be withdrawn for a period of sixty (60) days from the date of the Bid opening. It is further understood that the OWNER reserves the right to retain the Bid Security until the Contract is executed between the OWNER and the successful Bidder.

In submitting this Bid, it is agreed that the OWNER retains the right to reject any and all Bids and to waive irregularities and informalities therein, and to adjourn any meetings to a later date for the purpose of further consideration of the Bids and taking action thereon, and to award the Contract to the Bidder that will serve the best interests of the OWNER.

The undersigned, being familiar with all local conditions and having made all necessary field investigations and being familiar with all other factors affecting the conditions and cost for the WORK, hereby proposes to furnish all labor, materials, equipment, tools, skills and all else necessary to complete the WORK in accordance with the Contract Documents and the plans and specifications prepared for the work by a corporation.

(Insert "a corporation", "a partnership", "a limited liability company" or "an individual" as applicable)

Al Do
Signature

Vice President
Title

Alaina Dodaro
Printed Name

5513 Hwy 2
Street Address (Must be served by
U.S. Postal Service)

KTM Paving, Inc.
Legal Name of Bidding Entity

Hermantown MN 55810
City, State and Zip Code

MN
State of Incorporation or Organization

218 729 1440
Telephone Number

2/16/23
Date

218 729 9125
Facsimile Number

alaina@ktmcompanies.net
E-mail Address

RESPONSIBLE CONTRACTOR CERTIFICATE

Applies to all prime contracts in excess of \$50,000.00

A responsible contractor is defined in Minnesota Statutes §16C.285, subdivision 3.

Any prime contractor or subcontractor who does not meet the minimum criteria under Minnesota Statute §16C.285, subdivision 3, or who fails to verify that it meets those criteria, is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project.

A false statement under oath verifying compliance with any of the minimum criteria shall render the prime contractor or subcontractor that makes the false statement ineligible to be awarded a construction contract for the project and may result in termination of a contract awarded to a prime contractor or subcontractor that makes a false statement.

A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause 7.

By signing this statement, I, Alana Dodaro,
(type or print name)

VP
(title) certify that I am an owner or officer of the company

and do verify under oath that my company is in compliance with each of the minimum criteria listed in the law.

KTM Paving, Inc.
(name of the person, partnership, or corporation submitting this proposal)

5513 Hwy 2, Hermantown MN 55810
(business address)

Signed: Alana Dodaro
(bidder or authorized representative)

Date: 2/16/23

ATTACHMENT A

RESPONSIBLE CONTRACTOR AND CERTIFICATION OF COMPLIANCE

Minn. Stat. §16.285, Subd., 7, **IMPLEMENTATION.** any prime contractor or subcontractor that does not meet the minimum criteria in subdivision 3 or fails to verify it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project.

Minn. Stat. §16.285, Subd. 3. **RESPONSIBLE CONTRACTOR, MINIMUM CRITERIA.** "Responsible contractor" means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the following minimum criteria:

1. The Contractor:
 - a. is in compliance with workers' compensation and unemployment insurance requirements;
 - b. is currently registered with the Department of Revenue and the Department of Employment and Economic Development if it has employees;
 - c. has a valid federal tax identification number or a valid Social Security number if an individual; and
 - d. has filed a certificate of authority to transact business in Minnesota with the secretary of state if a foreign corporation or cooperative.
 - e.
2. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:
 - a. repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period;
 - b. has been issued an order to comply by the commissioner of labor and industry that has become final;
 - c. has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;
 - d. has been found by the commissioner of labor and industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;
 - e. has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or
 - f. has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction. Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a

violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties.

3. The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 181.723 or chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order.
4. The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office.
5. The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification.
6. The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions; and
7. All subcontractors that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses (1) to (6).

Minn. Stat. 1§16.285, Subd. 5. **SUBCONTRACTOR VERIFICATION.** A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project.

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.

A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause (7). A prime contractor and subcontractors shall not be responsible for the false statements of any subcontractor with which they do not have a direct contractual relationship. A prime contractor and subcontractors shall be responsible for false statements by their first-tier subcontractors with which they have a direct contractual relationship only if they accept the verification of compliance with actual knowledge that it contains a false statement.

Minn.Stat. §16.285, Subd. 4. **VERIFICATION OF COMPLIANCE.** A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in subdivision 3 at the time that it responds to the solicitation document.

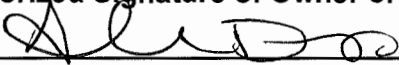
A contracting authority may accept a sworn statement as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. Failure to verify compliance with any one of the minimum criteria or a false statement under oath in a verification of compliance shall render the prime contractor or subcontractor that makes the false statement ineligible to be awarded a construction contract on the project for which the verification was submitted.

A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria.

CERTIFICATION

By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:

- 1) My company meets each of the Minimum Criteria to be a responsible contractor as defined herein and is in compliance with Minn. Stat. §16.285,
- 2) I have included Attachment A-1 with my company's solicitation response, and
- 3) if my company is awarded a contract, I will also submit Attachment A-2 as required.

| | |
|---|--------------------------------------|
| Authorized Signature of Owner or Officer:  | Printed Name: Alana Dodaro |
| Title: VP | Date: 2/16/23 |
| Company Name: KTM Paving Inc | |



List of largest contracts completed (short version):

1. Kingsbury Creek Bridges – Duluth, MN
 - Pedestrian Bridge Construction (rock blasting, bridge abutments, trail construction)
 - \$650,000.00
2. Cityview Flats – Duluth, MN
 - All Civil Site Work (excavation, storm/water/sanitary, asphalt paving)
 - \$1,200,000.00
3. District Flats – Duluth, MN
 - All Civil Site Work (excavation, storm/water/sanitary, asphalt paving)
 - \$980,000.00
4. Kolar Chevrolet – Hermantown, MN
 - All Civil Site Work (excavation, storm/water/sanitary, asphalt paving)
 - \$720,000.00
5. Whole Foods Co-op – Duluth, MN
 - All Civil Site Work (excavation, storm/water/sanitary, asphalt paving)
 - \$500,000.00

Statement of Background and Experience

KTM Paving, Inc. is a diversified company with 21 years of experience in site development and utilities, as well as asphalt paving. Our foremen each have over 10 years of experience in all aspects of our projects. Tim Maki, president, estimator & project manager has 20+ years in construction and Noel Kohanski, operations manager, has 8 years of construction experience. Alaina Conner is our resident graduate Civil Engineer with 7 years of construction experience, including work at Ames Construction on the Twin Ports Interchange project.

References:

Northland Constructors –
Jeremy Carlson
4843 Rice Lake Rd, Duluth, MN
218-722-8170

Johnson Wilson Constructors –
Shane Johnson
4431 W Michigan Street, Duluth, MN 55807
218-628-0202



AIA

Document A310™ – 2010

Bond No. RB0090953

Bid Bond

CONTRACTOR:

(Name, legal status and address)

**KTM Paving, Inc.
5513 Highway 2**

Hermantown, MN 55810

SURETY:

(Name, legal status and principal place of business) This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

**Granite Re, Inc.
14001 Quailbrook Drive**

Oklahoma City, OK 73134

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

City Of Hermantown

BOND AMOUNT: Five Percent of the Bid Amount (5% of Bid Amount)

PROJECT: Lindahl Road Bridge Removal

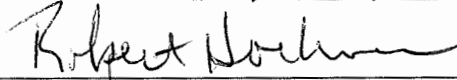
(Name, location or address, and Project number, if any)

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 6th day of February, 2023



(Witness)



(Witness)

KTM Paving, Inc.
(Principal)  *(Seal)*

(Title)
Granite Re, Inc.
(Surety)  *(Seal)*

(Title) **Troy Staples, Attorney-in-Fact**

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

ACKNOWLEDGMENT OF PRINCIPAL (Individual)

State of _____)
County of _____)

On this _____ day of _____, in the year _____, before me personally come(s) _____, to me known and known to me to be the person(s) who (is) (are) described in and executed the foregoing instrument and acknowledge(s) to me that he/she executed the same.

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL (Partnership)

State of _____)
County of _____)

On this _____ day of _____, in the year _____, before me personally come(s) _____, a member of the co-partnership of _____ to me known and known to me to be the person who is described in and executed the foregoing instrument and acknowledges to me that he/she executed the same as for the act and deed of the said co-partnership.

Notary Public

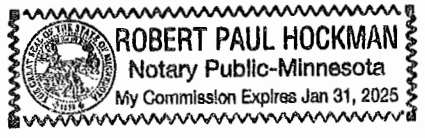
ACKNOWLEDGMENT OF PRINCIPAL (Corporation)

State of MINNESOTA)
County of ST. LOUIS)

On this 9 day of FEBRUARY, in the year 2023, before me personally come(s) ALAINA DEBARO to me known, who, being duly sworn, deposes and says that he/she is the VP of the RTM PAVING the corporation described in and which executed the foregoing instrument; that he/she knows the seal of the said corporation; the seal affixed to the said instrument is such corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that he/she signed his/her name thereto by like order.

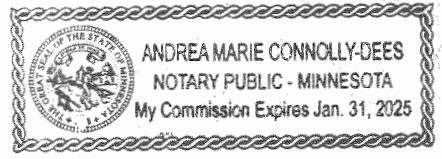
Robert P. Hockman
Notary Public

ACKNOWLEDGMENT OF SURETY



State of Minnesota)
County of Dakota)

On this 6th day of February, in the year 2023, before me personally come(s) Troy Staples, Attorney(s)-in-Fact of GRANITE RE, INC. with whom I am personally acquainted, and who, being by me duly sworn, says that he/she is (are) the Attorney(s)-in-Fact of GRANITE RE, INC. company described in and which executed the within instrument; that he/she know(s) the corporate seal of such company; and that seal affixed to the within instrument is such corporate seal and that it was affixed by order of the Board of Directors of said company, and that he/she signed said instrument as Attorney(s)-in-Fact of the said company by like order.



91
[Signature]
Notary Public



CITY COUNCIL MEETING DATE: March 6, 2023

TO: Mayor & City Council

FROM: John Mulder, City Administrator

SUBJECT: Approve Plans for Street Improvement District 538 Marketplace Roads

RESOLUTION: 2023-23 **ORDINANCE:** **OTHER:**

REQUESTED ACTION

Approve Plans and authorize advertisement for bids to Street Improvement District 538 Marketplace Roads.

BACKGROUND

The City is planning on making improvements on many of the streets in the Hermantown Marketplace including Richard, Stevie Drive, Sam’s way, and reconstruction Lindgren Road. This project is being funded by several sources including a state Local Road Improvement Grant, bonds, assessments, Sewer funds, and Stormwater Fund

The City Council hired Northland Consulting Engineers LLP to prepare plans and specifications for these road improvements. A complete plan set is available from the City Clerk. This work would be done in the summer of 2023.

The Council is asked to approve the plans and authorize the advertisement for bids for the project. If approved, bids would be accepted and the Council will be asked to award a contract for the project in April.

SOURCE OF FUNDS (if applicable)

475-431150-530 Project 538

ATTACHMENTS

Resolution & Ads
Plan set excerpts

Resolution No. 2023-23

**RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR STREET IMPROVEMENT
PROJECT NO. 538 (RICHARD AVENUE, LINDGREN ROAD, STEVIE DRIVE & A
FRONTAGE ROAD & SAM'S WAY)**

WHEREAS, Northland Consulting Engineers, LLP, the City Engineer has prepared final plans and specifications for Street Improvement Project No. 538 (Richard Avenue, Lindgren Road, Stevie Drive & A Frontage Road & Sam's Way); 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, 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 Northland Consulting Engineers, LLP are hereby approved and ordered placed on file in the office of the City Clerk.

2. The City Clerk is hereby directed to file such final plans and specifications in the permanent records of the City.

3. The City Clerk is hereby further authorized and directed to prepare and cause to be inserted in the Hermantown Star, the official newspaper an advertisement for bids Street Improvement Project No. 538 (Richard Avenue, Lindgren Road, Stevie Drive & A Frontage Road & Sam's Way) in accordance with the plans and specifications approved by the City Council. The advertisement for bids shall be published in the Hermantown Star on March 9, 2023, March 16, 2023 and March 23, 2023.

4. Such advertisement shall specify the work to be done, shall state that the bids will be publicly opened and tabulated by the Consulting Engineer and the City Clerk on Thursday, March 30th, 2023 at 10:00 a.m., that the tabulated bids will be considered at the City Council meeting on **April 17, 2023 at 6:30 p.m.**, and shall state that no bids will be considered unless sealed and filed with the City Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Hermantown for five percent (5%) of the amount bid.

5. The notice to be published shall be substantially in the form of the one 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:

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted March 6, 2023.

EXHIBIT A

ADVERTISEMENT FOR BIDS

NOTICE IS HEREBY GIVEN that the City Council of the City of Hermantown, Minnesota, will receive bids at the office of the City Clerk until **10:00 a.m. Local Time, Thursday, March 30th, 2023** for the reconstruction of Richard-Lindgren. The project takes place in the City of Hermantown in accordance with the plans and specifications on file in the office of the City Clerk, the Duluth Builders Exchange, Minnesota Builders Exchange and QuestCDN. Major work items include: construction of a roadway extension; roadway reconstruction; replacement of storm sewer; bituminous pavement reclamation; construction of a storm chamber; bituminous paving; sidewalk paving; aggregate base.

All bids shall be made on the proposal form contained in the specifications and shall be accompanied by a cashier's check, bid bond or certified check payable to the order of the City of Hermantown for not less than five percent (5%) of the amount bid.

Digital image copies of the Bidding Documents are available QuestCDN. These documents may be downloaded by selecting this project from the PROJECT BID INFORMATION on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or info@questcdn.com.

Bids shall be mailed or delivered to the City Clerk, securely sealed and endorsed upon the outside wrapper with a brief statement or summary as to the work for which the bid is made.

The City Council reserves the right to reject all bids. All bids and the award of bid shall be subject to the Competitive Bidding Rules of the City of Hermantown.

Bids will be opened and compiled by the City Clerk and the City Engineer at **10:00 a.m. Local Time, Thursday, March 30th, 2023** at the Hermantown Government Services Building. Any questions regarding the project should be directed to the City Engineer, David Bolf, P.E. at 218-727-5995 or david@nce-duluth.com.

Authorized by the City Council.

JACKIE DOLENTZ, CLERK
City of Hermantown

City of Hermantown
Richard - Lindgren
(Street Improvement District #537)

Project Specifications

Hermantown, Minnesota

Northland Consulting Engineers Project No.

21-8006

March 6th, 2023



CITY OF HERMANTOWN MINNESOTA

PUBLIC WORKS DEPARTMENT

CONSTRUCTION PLANS FOR

GRADING, BASE, BITUMINOUS SURFACING, MILLING, CURB AND GUTTER,
SIDEWALKS, ADA IMPROVEMENTS, STORM SEWER AND UTILITIES

LOCATED ON RICHARD AVE BETWEEN EVEE DRIVE AND LINDGREN RD
 LOCATED ON LINDGREN RD BETWEEN MSAS 107 (LOBERG RD) AND CSAH 91 (HAINES RD)
 LOCATED ON SAM'S WAY BETWEEN SAM'S CLUB AND RICHARD AVE
 LOCATED ON EVEE DRIVE BETWEEN RICHARD AVE AND CSAH 91 (HAINES RD)
 LOCATED ON FRONTAGE RD BETWEEN KWIK TRIP AND CSAH 91 (HAINES RD)

SAP 202-080-003

| RICHARD AVE | |
|--------------------|-------------------------|
| GROSS LENGTH | 583.97 FEET 0.111 MILES |
| BRIDGES -LENGTH | NA FEET 0.000 MILES |
| EXCEPTIONS -LENGTH | FEET MILES |
| NET LENGTH | 583.97 FEET 0.111 MILES |

| LINDGREN RD | |
|--------------------|--------------------------|
| GROSS LENGTH | 1299.69 FEET 0.246 MILES |
| BRIDGES -LENGTH | NA FEET 0.000 MILES |
| EXCEPTIONS -LENGTH | FEET MILES |
| NET LENGTH | 1297.67 FEET 0.246 MILES |

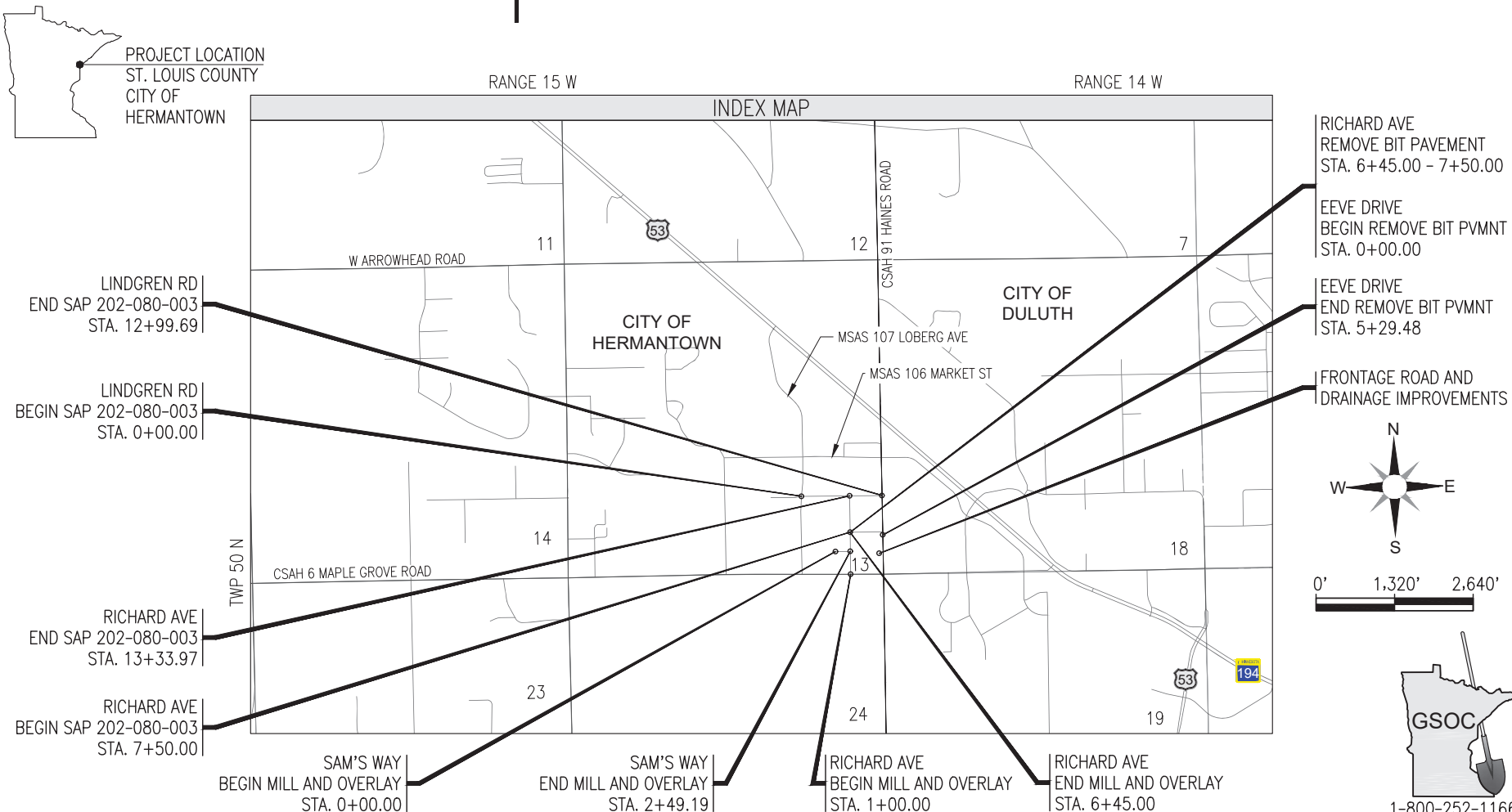
NON-PARTICIPATING

| RICHARD AVE | |
|--------------------|-------------------------|
| GROSS LENGTH | 650.00 FEET 0.123 MILES |
| BRIDGES -LENGTH | NA FEET 0.000 MILES |
| EXCEPTIONS -LENGTH | FEET MILES |
| NET LENGTH | 650.00 FEET 0.123 MILES |

| SAM'S WAY | |
|--------------------|-------------------------|
| GROSS LENGTH | 249.19 FEET 0.047 MILES |
| BRIDGES -LENGTH | NA FEET 0.000 MILES |
| EXCEPTIONS -LENGTH | FEET MILES |
| NET LENGTH | 249.19 FEET 0.047 MILES |

| EVEE DRIVE | |
|--------------------|-------------------------|
| GROSS LENGTH | 529.48 FEET 0.100 MILES |
| BRIDGES -LENGTH | NA FEET 0.000 MILES |
| EXCEPTIONS -LENGTH | FEET MILES |
| NET LENGTH | 529.48 FEET 0.100 MILES |

| FRONTAGE ROAD | |
|--------------------|-------------------------|
| GROSS LENGTH | 122.09 FEET 0.023 MILES |
| BRIDGES -LENGTH | NA FEET 0.000 MILES |
| EXCEPTIONS -LENGTH | FEET MILES |
| NET LENGTH | 122.09 FEET 0.023 MILES |



| LEGEND | | |
|----------------|----------|----------|
| DESCRIPTION | PROPOSED | EXISTING |
| SITE PROPERTY | --- | --- |
| SECTION | --- | --- |
| RIGHT OF WAY | --- | --- |
| EASEMENT | --- | --- |
| LOT | --- | --- |
| BENCHMARK | △ | △ |
| RLS MONUMENT | ⊙ | ⊙ |
| T-BAR | N/A | T |
| CHISELED X | N/A | X |
| CALCULATED | N/A | ○ |
| REBAR / NAIL | N/A | . |
| CENTERLINE | --- | --- |
| PAVEMENT | --- | --- |
| PAVERS | --- | --- |
| CONCRETE | --- | --- |
| SIDEWALK | --- | --- |
| GRAVEL | --- | --- |
| RIP RAP | --- | --- |
| CURB & GUTTER | --- | --- |
| STRIPING | --- | --- |
| ADA DOMES | ■ | ■ |
| MAIL BOX | □ | □ |
| POST | ○ | ○ |
| BOLLARD | ○ | ○ |
| SIGN | --- | --- |
| CHAIN LINK FNC | --- | --- |
| BARB WIRE FNC | --- | --- |
| FNC | --- | --- |
| GUARD RAIL | --- | --- |
| VEGETATION | --- | --- |
| TREE | ⊙ | ⊙ |
| WETLAND | N/A | --- |
| BUILDING | --- | --- |
| WALL | --- | --- |
| DOORS | △ | △ |
| DOWN DRAIN | ▽ | ▽ |
| MJR CONTOUR | 500 | --- |
| MNR CONTOUR | 499 | --- |
| TOP OF SLOPE | TOP | TOP |
| TOE OF SLOPE | TOE | TOE |
| DAYLIGHT FILL | F | N/A |
| DAYLIGHT CUT | C | N/A |
| FLOW LINE | --- | --- |
| OVERHEAD | OH | OH |
| UTILITY POLE | ⊙ | ⊙ |
| GUY WIRE | --- | --- |
| VALVE | ⊗ | ⊗ |
| UTILITY BOX | ⊠ | ⊠ |
| METER | ⊞ | ⊞ |
| CLEANOUT | ⊙ | ⊙ |
| STORM PIPE | --- | --- |
| STORM MH | ⊙ | ⊙ |
| CB - SQUARE | ⊠ | ⊠ |
| CB - ROUND | ⊙ | ⊙ |
| APRON | --- | --- |
| FORCEMAIN | FM | FM |
| SANITARY | --- | --- |
| SANITARY MH | ⊙ | ⊙ |
| WATER LINE | W | W |
| WATER MH | ⊙ | ⊙ |
| HYDRANT | ⊙ | ⊙ |
| WELL | ⊞ | ⊞ |
| GAS PIPE | G | G |
| GAS MH | ⊙ | ⊙ |
| REGULATOR | ⊙ | ⊙ |
| ELECTRICAL | E | E |
| ELEC MH | ⊙ | ⊙ |
| LIGHT POLE | ⊙ | ⊙ |
| TRANSFORMER | ⊞ | ⊞ |
| OUTLET | ⊙ | ⊙ |
| FIBER OPTIC | FO | FO |
| TELECOM | T | T |
| CABLE | CBL | CBL |
| COMM MH | ⊙ | ⊙ |

GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION 'STANDARD SPECIFICATIONS FOR CONSTRUCTION' AND THE 'SUPPLEMENTAL SPECIFICATIONS' DATED SEPTEMBER 2022 SHALL GOVERN.
 AVAILABLE AT: <http://www.dot.state.mn.us/pre-letting/spec/index.html>
 THE 2022 EDITION OF THE CITY OF HERMANTOWN 'STANDARD SPECIFICATIONS FOR CONSTRUCTION' SHALL GOVERN.
 AVAILABLE AT: <https://hermantownmn.com/departments/community-development/construction-standards/>

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MMUTCD INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS

UTILITY DETAIL LEVEL

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".

WARNING:

LOCATION OF UNDERGROUND UTILITIES TO BE VERIFIED BY CONTRACTOR. CALL BEFORE DIGGING. GOPHER STATE ONE CALL 1-800-252-1166 REQUIRED BY LAW.

DESIGN DESIGNATION - 8820.9936 (URBAN)

| | | |
|----------------------------------|------|--|
| R VALUE | 8 | ESAL's=45,000 |
| ADT (BASE YEAR) | 2021 | =98 |
| ADT (FUTURE YEAR) | 2041 | =190 |
| D (DIRECTION DISTRIB.) | | =50/50 |
| T (HEAVY COMMERCIAL) | | =8.91% |
| FUNCTIONAL CLASSIFICATION | | =MINOR COLLECTOR |
| NUMBER OF TRAFFIC LANES | | =(2) 12' |
| CURB REACTION DISTANCE | | =(2) 2' |
| CURB TO CURB WIDTH | | =32' |
| DESIGN LOADING | | =10 TON |
| DESIGN SPEED | | =30 MPH |
| STOPPING SIGHT DISTANCE BASED ON | | 3.5 HEIGHT EYE AND 2' HEIGHT OF OBJECT |

SHEET INDEX

| SHEET NO | DESCRIPTION |
|----------|-----------------------------------|
| 1 | TITLE |
| 2 | GENERAL LAYOUT |
| 3 | ALIGNMENT EQUATIONS |
| 4-5 | STATEMENT OF ESTIMATED QUANTITIES |
| 6 | EARTHWORK SUMMARY |
| 7-20 | QUANTITY TABULATIONS |
| 21-27 | TYPICAL SECTIONS |
| 28-33 | DETAILS |
| 34-40 | MnDOT STANDARD PLANS |
| 40-45 | EXISTING AND REMOVALS |
| 46-53 | PLAN AND PROFILE |
| 54 | FRONTAGE RD SITE AND GRADING |
| 55-56 | STORM LATER PROFILES |
| 57 | STORM WATER TREATMENT |
| 58-63 | INTERSECTION DETAILS |
| 64-69 | SWPPP |
| 70-77 | SIGNAGE AND STRIPING |
| 78 | TRAFFIC CONTROL |
| 79-93 | CROSS SECTIONS |
| 94 | MN POWER ACCESS |

---THIS PLAN CONTAINS 94 SHEETS---

Designers: Northland Consulting Engineers L.L.P. (Chase Ernste & Jacob Oetterer)

SIGNATURES FOR APPROVAL:

Design Engineer: I hereby certify that this plan was prepared by me or under my direct supervision, and that I am a duly registered Professional Engineer under the laws of the State of Minnesota

APPROVED: CITY ENGINEER DAVID G. BOLF P.E. 02/09/2023
 LICENSE NUMBER: 40926

APPROVED: DISTRICT STATE AID ENGINEER: REVIEWED FOR COMPLIANCE WITH STATE-AID RULES/POLICY 2/10/2023

APPROVED: STATE AID ENGINEER: APPROVED FOR STATE AID FUNDING 2/14/2023



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

David G. Bolf, PE
 02/09/2023
 Lic. No: 40926

Project: 21-8006
 Date: 02/09/23
 Drawn By: JDO
 Checked By: CAE

revision

SAP 202-080-003

RICHARD AVE & LINDGREN RD RECONSTRUCTION

HERMANTOWN, MN

TITLE
 Sheet Title

1 OF 94
 Sheet Number



CITY COUNCIL MEETING DATE: March 6, 2023

TO: Mayor & City Council

FROM: Eric Johnson, Community Development Director

SUBJECT: Stebner Woods Subdivision

RESOLUTION: 2023-24 **ORDINANCE:** **OTHER:**

REQUESTED ACTION

Approve a of a Preliminary and Final Plat for the subdivision of a 8.1 acre parcel into 8 residential lots. The property is located at 383x Stebner Road and is in a R-3 zoning district. The applicant is Titan Premier, LLC.

BACKGROUND

The applicant, Titan Premier, LLC. Is seeking approval of a Preliminary and Final Plat for Stebner Woods subdivision, an 8-lot plat on 8.1 acres. A public hearing for this application was held on Wednesday, February 15, 2023. There was one member of the public who spoke regarding the application who asked questions about single family homes vs. an apartment development. The Planning and Zoning Commission recommended the application unanimously onto the City Council for their approval.

SITE INFORMATION:

- Parcel Size: 8.1 acres
- Legal Access: 383x Stebner Road
- Wetlands: Yes, per NWI – Needs to be delineated
- Existing Zoning: R-3, Residential
- Airport Overlay: None
- Shoreland Overlay: None
- Comprehensive Plan: Suburban

Development Details

Titan Premier, LLC (Applicant) is proposing to subdivide the existing 8.1-acre parcel located at 383x Stebner Road into 8 residential lots, each being a minimum of 0.5 acres in size. Lot 1 fronts Hermantown Road and Stebner Road with lots 2-8 fronting Stebner Road.

Zoning Analysis:

The property is zoned R-3, Residential which requires a minimum of 0.5 acre lots and 100 feet of road frontage. The proposed land subdivision meets both of these requirements.

This property was split from the existing Bethany Cemetery property located at 4938 Hermantown Road. The lot has been administratively subdivided and this portion of the property was rezoned from P, Public to R-3, Residential in October 2022.

Plat

The applicant is proposing to divide the 8.1-acre property into 8 lots. A preliminary plat has been provided as part of the application. A final plat prepared by a registered land surveyor will be required for the project.

Utilities

City water and sanitary sewer are located within the Stebner Road right of way. Sanitary sewer is located on the east side of Stebner and water is located on the west side. The applicant and their contractor are required to meet with the City to discuss how these utilities will be connected to each lot in an effort to in to minimize disruption to Stebner Road.

Stormwater

These are single family lots and as such are not required to have an additional stormwater requirements. Each lot will incur a monthly stormwater utility fee once they are developed.

Access

Lot 1 fronts Hermantown Road and Stebner Road with lots 2-8 fronting Stebner Road with access being provided from the existing right of way/road.

Wetlands

The wetland shown on the preliminary plat is from the National Wetland Inventory (NWI). The applicant has discussed this wetland location with a local wetland delineator, who generally concurs with the location. A wetland delineation will be performed in May 2023 with subsequent review and approval by the Hermantown Technical Evaluation Panel. The City will not issue building permits for lots 7 and 8 until the wetland delineation is conducted, reviewed and approved.

Park Dedication Fees

The applicant will be required to pay park dedication fees consistent with the requirements of the City Zoning Ordinance. A park dedication fee of \$1,100 per lot/unit will be paid at the time of final PUD/Plat approval. Bedroom fees at the rate of \$150/bedroom will be paid at the time of building permit.

Summary

Staff recommends approval of the Preliminary and Final Plat based on the following findings and conditions:

1. The proposed preliminary plat meets the intent of the R-3, Residential Zoning District and the overall goals and policies of the Zoning Ordinance.
2. The preliminary plat is in accordance with and conformity to the Hermantown Comprehensive Plan and Hermantown Zoning Ordinance.
3. The lots will be served by public water and sewer which will be constructed by the applicant. The applicant/builder will be responsible for the construction costs and any connection of availability fees.
4. The applicant and their contractor are required to meet with the City to discuss how these utilities will be connected to each lot in an effort to minimize disruption to Stebner Road.
5. The preliminary and final Plat hereby approved is hereby expressly subject to the following conditions:

- a. Property Owner is initially and continually in compliance with all of the ordinances and regulations of the City of Hermantown.
 - b. Trees and brush cannot be burned on the Land, but may be chipped and shredded.
 - c. Erosion control measures must be in place prior to any construction on the Final Plat.
 - d. The Property Owner shall take measures to control erosion that has the potential to damage adjacent land, and control sedimentation that has the potential to leave the site.
 - e. Prior to issuance of a building permit, all necessary permits shall be obtained, including, without limitation, any stormwater permits required by the Minnesota Pollution Control Agency.
6. The Applicant will be required to pay park dedication fees consistent with the requirements of the City Zoning Ordinance. A park dedication fee of \$1,100 per lot/unit will be paid at the time of final Plat approval. The applicant/builder will be responsible for the \$150/bedroom park dedication at the time of building permit.
 7. A wetland delineation still needs to be performed on the property. The City will not issue building permits for lots 7 and 8 until the wetland delineation is conducted, reviewed and approved by the Hermantown Technical Evaluation Panel.
 8. Final plat approval will be void if: (1) a final plat is not recorded with St. Louis County within one calendar year of preliminary plat approval; and (2) the City has not received and approved a written request for a time extension within one calendar year of final plat approval.
 9. The title of the land underlying the plat shall be approved by the City Attorney.
 10. Regardless of the impact on the number of approved lots, all lots will meet the minimum standards for lot area (1/2 acre) and width (100'), all other design standards of the Hermantown Zoning Ordinance, including but not limited to:
 - a) Section 1020.02.2. Frontage. The entire required frontage of each lot must abut on a street that has been officially accepted by the City of Hermantown or other governmental body with jurisdiction over such street, except as provided for flag lots and cul-de-sacs
 11. The Applicant shall sign a consent form assenting to all conditions of this approval.
 12. The Applicant is responsible for payment of all City Engineer and City Attorney fees incurred by the City in the review and approval of the plat/project.
 13. The Applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

SOURCE OF FUNDS (if applicable)

N/A

ATTACHMENTS

- Location Map
- Preliminary Plat
- Resolution

Resolution No. 2023-24

RESOLUTION APPROVING PRELIMINARY AND FINAL PLAT OF STEBNER WOODS AND IMPOSING CONDITIONS ON THE FINAL PLAT

WHEREAS, Titan Premier LLC (Applicant) has requested a preliminary and final plat for Stebner Woods comprised of 8 lots on the overall property described in Exhibit A, in an R-3 zoning district; and

WHEREAS, the Hermantown Planning and Zoning Commission recommended the approval of the preliminary and final plat following a public hearing on February 15, 2023; and

WHEREAS, upon the satisfaction of the conditions set forth herein, the final plat will satisfy the requirements of the Hermantown Zoning Code; and

WHEREAS, the City Council has duly considered this matter and believes that it is in the best interests of the City of Hermantown that the final plat be approved, subject to certain conditions being met.

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

1. The final plat is in accordance with and conformity to the Hermantown Comprehensive Plan and Hermantown Zoning Ordinance.
2. The proposed preliminary plat meets the intent of the R-3, Residential Zoning District and the overall goals and policies of the Zoning Ordinance.
3. The preliminary and final plat of Stebner Woods is hereby approved.
4. The following conditions are imposed upon the final plat:
 - a. Final plat approval will be void if: (1) a final plat is not recorded with St. Louis County within one calendar year of preliminary plat approval; and (2) the City has not received and approved a written request for a time extension within one calendar year of final plat approval.
 - b. The title of the land underlying the plat shall be approved by the City Attorney.
5. The lots will be served by City sewer and water which will be constructed/connected to by the individual builder/homeowner. This work will require permit review and approval by the City Engineer and Public Works Director. The individual builder/homeowner will be responsible for any connection or availability fees.
6. The applicant and their contractor are required to meet with the City to discuss how these utilities will be connected to each lot in an effort to minimize disruption to Stebner Road.
- 7.. The preliminary and final Plat hereby approved is hereby expressly subject to the following conditions:

- a. Property Owner is initially and continually in compliance with all of the ordinances and regulations of the City of Hermantown.
 - b. Trees and brush cannot be burned on the Land, but may be chipped and shredded.
 - c. Erosion control measures must be in place prior to any construction on the Final Plat.
 - d. The Property Owner shall take measures to control erosion that has the potential to damage adjacent land, and control sedimentation that has the potential to leave the site.
 - e. Prior to issuance of a building permit, all necessary permits shall be obtained, including, without limitation, any stormwater permits required by the Minnesota Pollution Control Agency.
8. The Applicant will be required to pay park dedication fees consistent with the requirements of the City Zoning Ordinance. A park dedication fee of \$1,100 per lot/unit will be paid at the time of final Plat approval. The applicant/builder will be responsible for the \$150/bedroom park dedication at the time of building permit.
 9. A wetland delineation still needs to be performed on the property. The City will not issue building permits for lots 7 and 8 until the wetland delineation is conducted, reviewed and approved by the Hermantown Technical Evaluation Panel.
 10. Final plat approval will be void if: (1) a final plat is not recorded with St. Louis County within one calendar year of preliminary plat approval; and (2) the City has not received and approved a written request for a time extension within one calendar year of final plat approval.
 11. The title of the land underlying the plat shall be approved by the City Attorney.
 12. Regardless of the impact on the number of approved lots, all lots will meet the minimum standards for lot area (1/2 acre) and width (100'), all other design standards of the Hermantown Zoning Ordinance, including but not limited to:
 - a) Section 1020.02.2. Frontage. The entire required frontage of each lot must abut on a street that has been officially accepted by the City of Hermantown or other governmental body with jurisdiction over such street, except as provided for flag lots and cul-de-sacs
 13. The Applicant shall sign a consent form assenting to all conditions of this approval.
 14. The Applicant is responsible for payment of all City Engineer and City Attorney fees incurred by the City in the review and approval of the plat/project.
 15. The Applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

Councilors _____ Mayor Boucher, aye.

And the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted March 6, 2023.

ACCEPTANCE OF RESOLUTION

Titan Premier LLC (“Applicant”) hereby acknowledges and accepts the conditions specified on the foregoing Resolution and covenants and agrees to comply with each and every such condition.

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

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

IN WITNESS WHEREAS, Titan Premier LLC has executed this acceptance this ____ day of _____, 2023.

Titan Premier LLC

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

The foregoing instrument was acknowledged before me this ____ day of _____, 2023, by Titan Premier LLC.

Notary Public

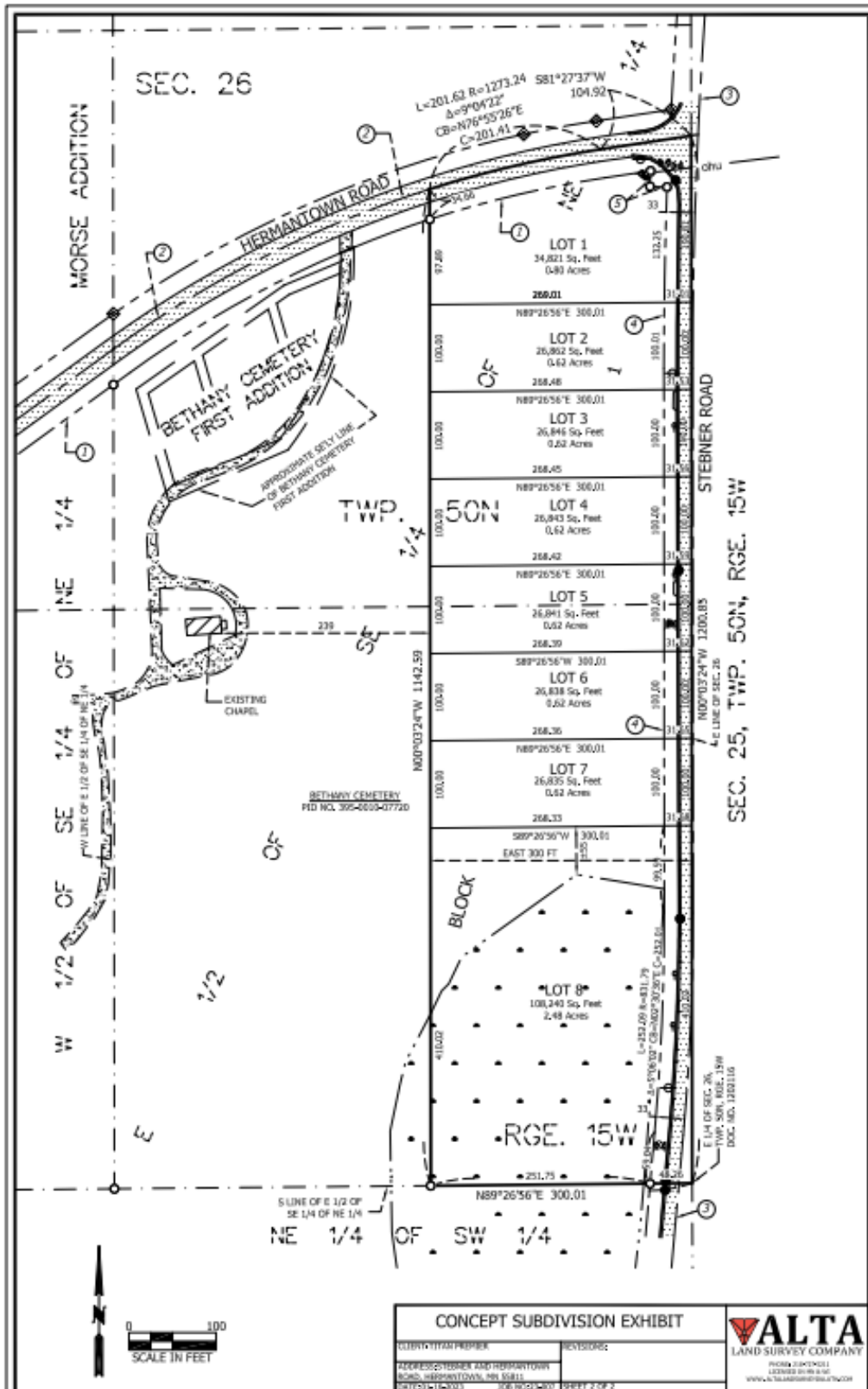
EXHIBIT A

LEGAL DESCRIPTION

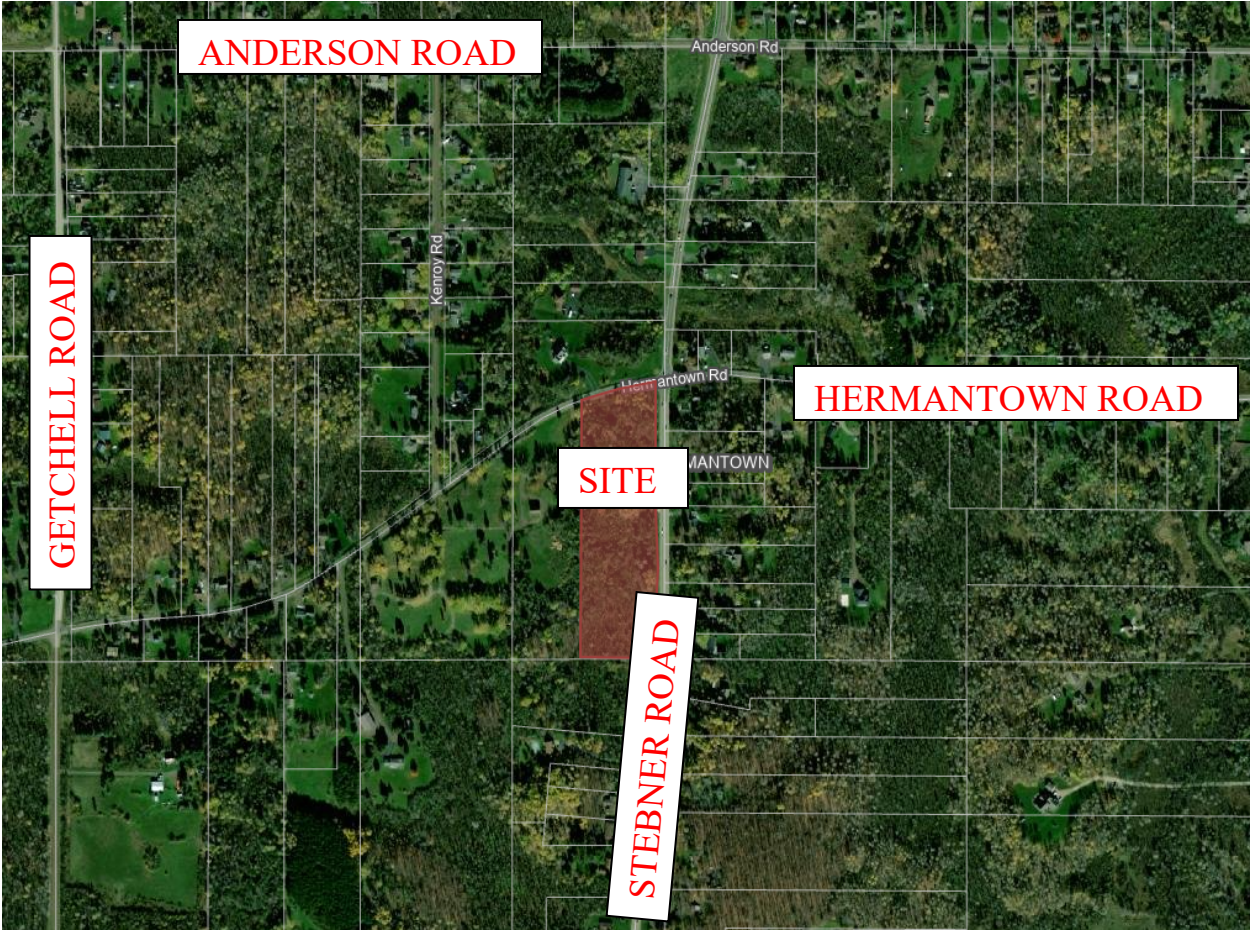
The East 300 feet of the East Half of the Southeast Quarter of the Northeast Quarter of Section 26, Township 50 North, Range 15 West of the Fourth Principal Meridian, St. Louis County, Minnesota, lying South of the Centerline of Hermantown Road.

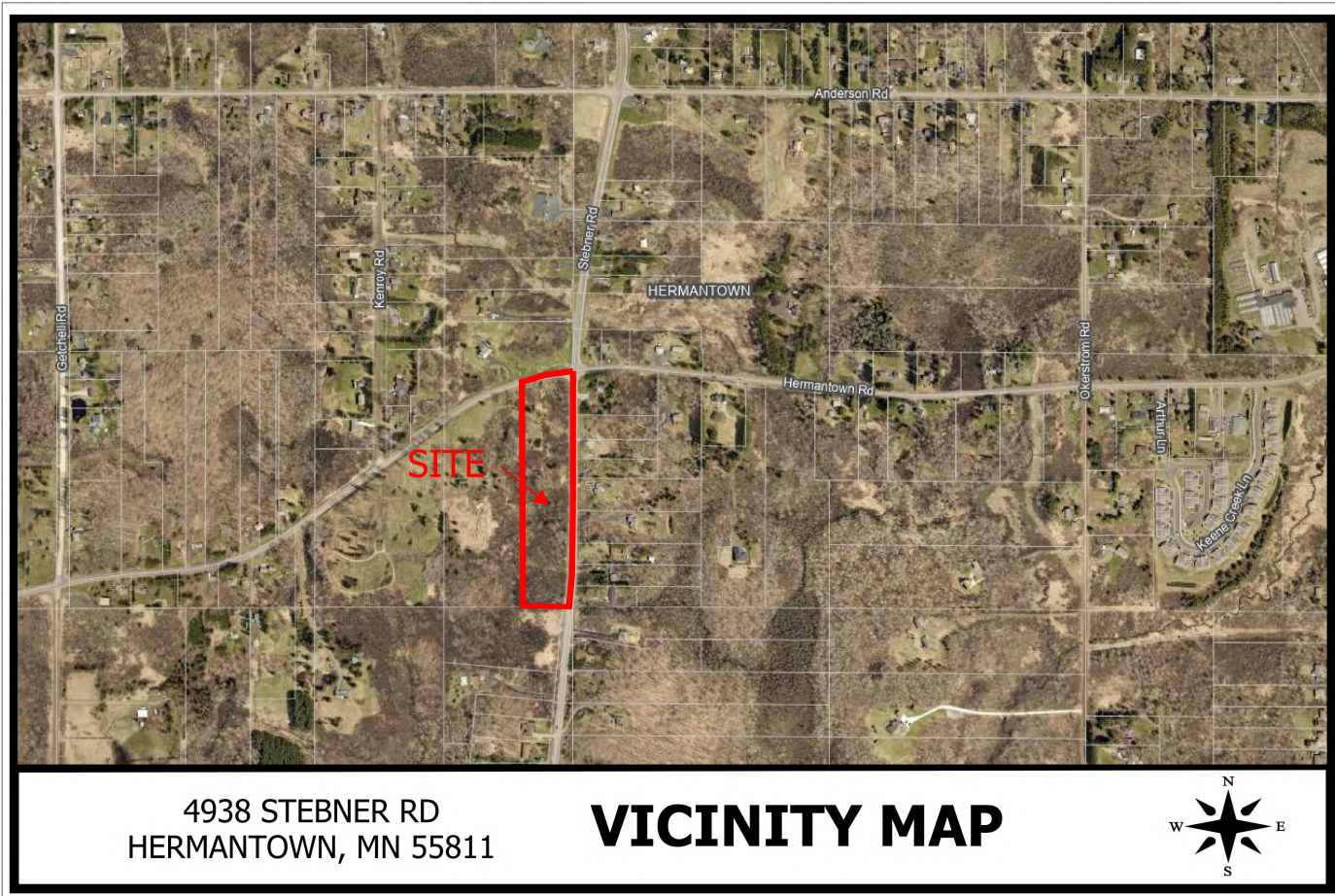
Said parcel contains 352,887 Sq. Feet or 8.10 Acres.

EXHIBIT B



Location Map





LEGAL DESCRIPTION

The East 300 feet of the East Half of the Southeast Quarter of the Northeast Quarter of Section 26, Township 50 North, Range 15 West of the Fourth Principal Meridian, St. Louis County, Minnesota, lying South of the Centerline of Hermantown Road.

Said parcel contains 352,887 Sq. Feet or 8.10 Acres.

LEGEND

| | | | | | |
|--|---|--|-----------------------------------|--|-----------------------------|
| | CONCRETE SURFACE | | OHU OVERHEAD UTILITIES | | HYDRANT |
| | BITUMINOUS SURFACE | | SECTION SUBDIVISION LINE | | WATER VALVE |
| | GRAVEL SURFACE | | CENTER LINE | | SIGN |
| | EXISTING BUILDINGS | | RIGHT OF WAY LINE | | MAIL BOX |
| | WETLANDS PER NATIONAL WETLAND INVENTORY MAP | | BOUNDARY LINE AS SURVEYED | | POST/BOLLARD |
| | | | EXISTING PLAT LINE | | REFER TO SURVEYOR'S NOTES |
| | | | PROPOSED LOT LINE | | CAPPED REBAR RLS. NO. 49505 |
| | | | CONCRETE CURB & GUTTER | | GUY ANCHOR |
| | | | FOUND CAPPED REBAR RLS. NO. 49505 | | UTILITY POLE |
| | | | | | STORM MANHOLE |
| | | | | | CATCH BASIN |
| | | | | | CULVERT |

SURVEYOR'S NOTES

- SOUTHERLY RIGHT OF WAY OF HERMANTOWN ROAD AS SHOWN ON THE RECORDED PLAT OF MORSE ADDITION.
- CENTERLINE OF HERMANTOWN ROAD AS SHOWN ON THE RECORDED PLAT OF MORSE ADDITION.
- CENTERLINE OF STEBNER ROAD AS TRAVELED.
- WESTERLY RIGHT OF WAY LINE OF STEBNER ROAD AS TRAVELED.
- EASEMENT FOR STEBNER ROAD PER DOC. 739701.
- LOT AREAS SHOWN HEREON ARE CALCULATED TO THE RIGHT OF WAY OF STEBNER ROAD AND HERMANTOWN ROAD.
- THIS SURVEY HAS BEEN PREPARED WITHOUT BENEFIT OF A TITLE COMMITMENT OR TITLE OPINION. A TITLE SEARCH FOR RECORDED OR UNRECORDED EASEMENTS WHICH MAY BENEFIT OR ENCUMBER THIS PROPERTY HAS NOT BEEN COMPLETED BY ALTA LAND SURVEY COMPANY. THE SURVEYOR ASSUMES NO RESPONSIBILITY FOR SHOWING THE LOCATION OF RECORDED OR UNRECORDED EASEMENTS OR OTHER ENCUMBRANCES NOT PROVIDED TO THE SURVEYOR AS OF THE DATE OF THE SURVEY.
- BEARINGS ARE BASED ON THE ST. LOUIS COUNTY TRANSVERSE MERCATOR COORDINATE SYSTEM OF 1996. (NAD 83 2011)

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

David R. Evans
 David R. Evans
 MN License #49505
 DATE: 01-16-2023

CONCEPT SUBDIVISION EXHIBIT

CLIENT: TITAN PREMIER
 ADDRESS: STEBNER AND HERMANTOWN ROAD, HERMANTOWN, MN 55811
 DATE: 01-16-2023

REVISIONS:
 JOB NO: 23-007
 SHEET 1 OF 2

ALTA
 LAND SURVEY COMPANY
 PHONE: 218-727-5211
 LICENSED IN MN & WI
 WWW.ALTLANDSURVEYDULUTH.COM



CITY COUNCIL MEETING DATE: March 6, 2023

TO: Mayor & City Council

FROM: Eric Johnson, Community Development Director

SUBJECT: Engwalls Redevelopment – PUD Extension

RESOLUTION: 2023-25 **ORDINANCE:** **OTHER:**

REQUESTED ACTION

Approve a one-year extension to the Final Planned Unit Development (PUD) for a twenty-six unit/lot residential project associated with the Engwall’s site redevelopment.

DESCRIPTION OF REQUEST

Sandy Hoff and Luke Sydow (Applicant) is requesting a one-year extension to the Final Planned Unit Development (PUD) for a twenty-six unit/lot residential project associated with the Engwall’s site redevelopment.

The Hermantown Zoning code allows for the extension of the Final PUD approval by the City Council for such time as it shall be determined and for good cause shown, without further hearing. The applicant has requested a one-year extension as they continue project related discussions with the City.

SOURCE OF FUNDS (if applicable)

N/A

ATTACHMENTS

- Resolution
- Luke Sydow Extension Letter Request

Resolution No. 2023-25

RESOLUTION APPROVING AN EXTENSION OF THE FINAL PLANNED UNIT DEVELOPMENT PLAN FOR ENGWALLS REDEVELOPMENT

WHEREAS, Sandy Hoff and Luke Sydow (Applicant) submitted a final Planned Unit Development Plan (PUD) with respect to certain property located in the City of Hermantown; and

WHEREAS, the Hermantown Planning and Zoning Commission held a public hearing on the final PUD on October 20, 2020 following notice as required by the City's Zoning Code; and

WHEREAS, the Hermantown City Council held a public hearing on the final PUD at its meeting on November 2, 2020 and approved the PUD by Resolution No. 2020-148; and

WHEREAS, the Applicant has asked the City Council to extend the final PUD for 365 days in order to continue project related discussions with the City; and

WHEREAS, the Hermantown Zoning Code allows for the City Council to extend the PUD upon receiving written request by the Applicant; and

WHEREAS, the City of Hermantown City Council believes it is in the best interests of the City to continue these discussions with the Applicant; and

WHEREAS, the Hermantown City Council has duly considered the request to extend the final PUD and believes it to be in the best interests of the City of Hermantown to grant such request.

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

1. The final PUD is hereby extended to March 6, 2024.
2. The City Clerk is hereby directed to notify the Applicant, the planning and Zoning Administrator and the Planning and Zoning Commission of the extension of the final PUD.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

Councilors _____, Mayor Boucher, aye.

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted March 6, 2023.

CH-Eric Johnson

From: SAS+Associates <mail@saslandarch.com>
Sent: Wednesday, March 1, 2023 8:02 AM
To: CH-Eric Johnson
Subject: Engwalls Redevelopment PUD

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,
As you know we are proceeding with contractors and development teams to work through the project. Please consider this a request to extend the PUD.
Thanks,
Luke

SAS+Associates, Inc
219 West First Street, Suite 350
Duluth, MN 55802
P 218.391.1335
mail@saslandarch.com
saslandarch.com





CITY COUNCIL MEETING DATE: March 6, 2023

TO: Mayor & City Council

FROM: Eric Johnson, Community Development Director

SUBJECT: Special Use Permit - Jesse R. and Amanda M. Soumis

RESOLUTION: 2023-26 **ORDINANCE:** **OTHER:**

REQUESTED ACTION

Approve a resolution updating the previously approved Special Use Permit to reflect a change in ownership.

BACKGROUND

At the September 26, 2022 City Council meeting, the Council approved a Special Use Permit (Resolution 2022-120) to Soumis Construction, Inc. for the construction of a two-family residential structure in a R-3, residential zoning district. When the subject property was finally closed on, Jesse R. and Amanda M. Soumis (a married couple) were the purchaser named instead of Soumis Construction, Inc. In order to record the Special Use Permit, City staff is bringing forward a new resolution to reflect the proper ownership of the subject property.

SOURCE OF FUNDS (if applicable)

N/A

ATTACHMENTS

Previous Resolution 2022-120
New Resolution

Resolution No. 2023-26

RESOLUTION APPROVING A SPECIAL USE PERMIT FOR THE CONSTRUCTION OF A TWO-FAMILY HOME IN A R-3 RESIDENTIAL ZONING DISTRICT

WHEREAS, Jesse R. and Amanda M. Soumis, a married couple (“Applicant”), owner of the properties at 395-0010-08103, 395-0010-07552, 395-0010-07562 and 395-0010-07563 submitted an application for a Special Use Permit for the construction of a two-family home in a R-3 Residential District (the “Project”), and legally described in Attachment A.; and

WHEREAS, The Hermantown Planning and Zoning Commission held a public hearing on the Special Use Permit application at its meeting on September 20, 2022 and recommended approval of the Special Use Permit at such meeting; and

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

FINDINGS OF FACT

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

The development of a two-family residential home is allowed with a special use permit under the R-3, Residential zoning district. The proposed use is compatible with development within the vicinity which is characterized by low and medium density residential and residential compatible uses.

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

Conditions placed on the SUP restricting wetland impacts the intent of the zoning ordinance to protect natural resources. The development of a two-family residence is allowed in the R-3 zoning district with residential property being the primary use of all surrounding developed land.

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

The property is within an area marked for residential development in the Hermantown Comprehensive Plan. A two-family home is consistent with the density and purpose of the R-3 – Residential zoning district.

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

The proposed use is similar to uses of nearby properties in density and style.

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

The project will meet requirements for minimum distance from other two-family dwellings and minimum living area per unit. Refer to Table 1 for specifics of the zoning analysis.

CONCLUSION

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

1. The applicant shall connect to public sewer and water services at their own expense and pay any applicable connection or availability fees.
2. Prior to issuance of a building permit, the applicant will submit a site plan showing the lot dimensions and location of the two-family residence relative to the side lot lines.
3. Erosion control measures shall be utilized and remain in place throughout the construction period, and shall not be removed until vegetation is established on the site.
4. Prior to issuance of a building permit, all necessary permits shall be obtained.
5. The approval is for a Special Use Permit for the purpose of constructing a two-family structure. The Community Development Director may approve minor variations to filling and grading as long as the variations do not result in any wetland impacts.
6. The applicant shall sign a consent form assenting to all conditions of this approval.
7. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted March 6, 2023.

(TOP THREE INCHES RESERVED FOR RECORDING DATA)

SPECIAL USE PERMIT

Permission is hereby granted to Jesse R. and Amanda M. Soumis, a married couple (“Applicant”), owner of the properties located at 395-0010-08103, 395-0010-07552, 395-0010-07562 and 395-0010-07563, submitted an application for construction of a two-family home at 395-0010-08103, 395-0010-07552, 395-0010-07562 and 395-0010-07563 (“Project”), and legally described in Attachment A.

The permission hereby granted is expressly conditioned as follows:

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

Hermantown against Developer, its agents, employees or contractors for violation of or failure to comply with the permit or applicable provisions of law.

- f. This permit may be terminated by the City of Hermantown at any time it deems necessary for the conservation of water resources, or in the interest of public health and welfare, or for violation of any of the provisions of this permit.
- g. Applicant is initially and continually in compliance with all of the ordinances and regulations of the City of Hermantown Building Code and the Hermantown Fire Code.
- h. All state licenses and other permits required for the Project have been obtained by the Applicant and copies are provided to the City of Hermantown.
- i. That Applicant pay all direct costs incurred by the City of Hermantown in connection with the enforcement and administration of this permit within fifteen (15) days of Applicant being invoiced by the City for such costs.
- j. The approval is for a Special Use Permit for construction of a two family home at the applicants property located at 395-0010-08103, 395-0010-07552, 395-0010-07562 and 395-0010-07563.
- k. The applicant shall connect to public sewer and water services at their own expense and pay any applicable connection or availability fees.
- l. Prior to issuance of a building permit, the applicant will submit a site plan showing the lot dimensions and location of the two-family residence relative to the side lot lines.
- m. Erosion control measures shall be utilized and remain in place throughout the construction period, and shall not be removed until vegetation is established on the site.
- n. Prior to issuance of a building permit, all necessary permits shall be obtained.
- o. The approval is for a Special Use Permit for filling for the purpose of constructing a two-family structure. The Community Development Director may approve minor variations to filling and grading as long as the variations do not result in any wetland impacts.
- p. The applicant shall sign a consent form assenting to all conditions of this approval.
- q. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

ATTACHMENT A

That part of Northerly 138.18 feet of the Southerly 276.37 feet of the Northeast Quarter of the Southeast Quarter of the Southeast Quarter (NE 1/4 of SE 1/4 of SE 1/4), Section Twenty-six (26), Township Fifty (50), Range Fifteen (15), lying East of the center line of Stebner Road, St. Louis County, Minnesota

Property ID: 395-0010-08103

N'ly 138.18 feet of the S'ly 276.37 feet of the W1/2 of W1/2 of NW1/4 of SW1/4 of SW1/4 Section 25 Township 50 North Range 15 West of the Fourth Principal Meridian, said tract containing .52 acres

Property ID: 395-0010-07552

That Part of the South 138.19 feet of Northeast Quarter of Southeast Quarter of Southeast Quarter (NE 1/4 of SE 1/4 of SE 1/4) of Section Twenty-six (26) in Township Fifty (50) North of Range Fifteen (15), West of the Fourth Principal Meridian, St. Louis County, Minnesota lying Easterly of the centerline of Stebner Road, described as follows:

Commencing at the Southeast corner of said Section 26; thence on an assumed bearing of South 89 degrees 45 minutes, 19 seconds West, along the South line of said Section 26, a distance of 225.71 feet to the actual point of beginning of the centerline herein described; thence North 00 degrees 14 minutes 41 seconds West a distance of 264.19 feet; thence Northerly a distance of 265.00 feet along a tangential curve concave to the East having a radius of 2864.79 feet and a central angle of 05 degrees 18 minutes 00 seconds; thence North 05 degrees 03 minutes 19 seconds East a distance of 2147.66 feet to the North line of the Southeast Quarter of said Section 26 and there said centerline terminating

Property ID: 395-0010-07562

The Southerly 138.19 feet of the W1/2 of W1/2 of NW1/4 of SW1/4 of SW1/4, SECTION 25, TOWNSHIP 50 North, RANGE 15 West of the Fourth Principal Meridian, said tract containing .52 acres.

Property ID: 395-0010-07563

Resolution No. 2022-120

RESOLUTION APPROVING A SPECIAL USE PERMIT FOR THE CONSTRUCTION OF A TWO-FAMILY HOME IN A R-3 RESIDENTIAL ZONING DISTRICT AND WITHIN A RECREATIONAL SHORELAND AREA

WHEREAS, Soumis Construction Inc. (“Applicant”), owner of the properties at 395-0010-08103, 395-0010-07552, 395-0010-07562 and 395-0010-07563 submitted an application for a Special Use Permit for the construction of a two-family home in a R-3 Residential District (the “Project”), and legally described in Attachment A.; and

WHEREAS, The Hermantown Planning and Zoning Commission held a public hearing on the Special Use Permit application at its meeting on September 20, 2022 and recommended approval of the Special Use Permit at such meeting; and

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

FINDINGS OF FACT

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

The development of a two-family residential home is allowed with a special use permit under the R-3, Residential zoning district. The proposed use is compatible with development within the vicinity which is characterized by low and medium density residential and residential compatible uses.

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

Conditions placed on the SUP restricting wetland impacts the intent of the zoning ordinance to protect natural resources. The development of a two-family residence is allowed in the R-3 zoning district with residential property being the primary use of all surrounding developed land.

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

The property is within an area marked for residential development in the Hermantown Comprehensive Plan. A two- family home is consistent with the density and purpose of the R-3 – Residential zoning district.

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

The proposed use is similar to uses of nearby properties in density and style.

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

The project will meet requirements for minimum distance from other two-family dwellings and minimum living area per unit. Refer to Table 1 for specifics of the zoning analysis.

CONCLUSION

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

1. The applicant shall connect to public sewer and water services at their own expense and pay any applicable connection or availability fees.
2. Prior to issuance of a building permit, the applicant will submit a site plan showing the lot dimensions and location of the two-family residence relative to the side lot lines.
3. Erosion control measures shall be utilized and remain in place throughout the construction period, and shall not be removed until vegetation is established on the site.
4. Prior to issuance of a building permit, all necessary permits shall be obtained.
5. The approval is for a Special Use Permit for the purpose of constructing a two-family structure. The Community Development Director may approve minor variations to filling and grading as long as the variations do not result in any wetland impacts.
6. The applicant shall sign a consent form assenting to all conditions of this approval.
7. The applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Councilor Geissler introduced the foregoing resolution and moved its adoption.

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

Councilors Geissler, Hauschild, Nelson, Mayor Boucher, aye.

and the following voted in opposition thereto:

None

WHEREUPON, such resolution was declared duly passed and adopted October 3, 2022.



CITY COUNCIL MEETING DATE: March 6, 2023

TO: Mayor & City Council

FROM: John Mulder, City Administrator

SUBJECT: Utility and Infrastructure Director Position

RESOLUTION: 2023-27 **ORDINANCE:** **OTHER:**

REQUESTED ACTION

Approve the creation of the Utility and Infrastructure Director position, job description, and pay grade, and authorize advertisement to fill the position.

BACKGROUND

Going back to at least 2021, the City Council discussed the possibility of adding a new position of Utility and Infrastructure Director. Attached is a proposed job description for the requested position.

We recruited in the spring of 2022, but did not fill the position at that time. The City then hired Baker Tilly to conduct an organizational review to look at staff levels and workloads. It was recommended that this position be filled as part of this review.

In 2019, the City started a Road Improvement Plan, which requires considerable staff time to coordinate and process and can last between 18 to 24 months with planning, construction, and the assessment process. A lot of this work does not require an engineer, but is administrative in nature.

During that same time, the City has taken a more proactive approach of developing and planning infrastructure improvements (for example – Section 24 sewer project).

All of this work and now the planning and easement acquisition for the trail work as part of the Community Recreation Initiative will require additional staff time.

In addition, the requirements related to Stormwater Management and the MS4 have increased with requirements from the MPCA for stormwater management and the creation of the City’s stormwater utility. So much of this work has been divided up between several staff members and at times there is an unclear line of expectations and responsibilities.

The City operates four separate utilities (Water, Sewer, Stormwater, & Street Lights) with a combined budget of approximately \$4 million. The City also has 3 franchise agreements (MN Energy Resources, MN Power, & Mediacom) that use existing City right of way. The City’s right of way is used by local telephone



companies and various broadband providers. The City has discussed the possibility of creating a right of way ordinance to better protect and manage that important resource.

All of this work currently falls on the City Administrator’s desk or is divided up between several staff. In order to properly lead and manage our utilizes and infrastructure we are recommending a new position to lead this effort.

SOURCE OF FUNDS (if applicable)

We are recommending that the costs for this position be split in the following way:

- 601 Water Fund 25%
- 602 Sewer Fund 25%
- 603 Storm water Fund 15%
- 101 General Fund 35%

ATTACHMENTS

- Resolution
- Staff Requisition Form
- Proposed Job Description
- Costing Information

Resolution No. 2023-27

**RESOLUTION APPROVING UTILITY AND INFRASTRUCTURE DIRECTOR
JOB DESCRIPTION AND POSITION**

WHEREAS, the City of Hermantown is a Plan “A” Statutory City; and

WHEREAS, the position of Utility and Infrastructure Director is to perform professional work assisting the City Administrator and other Department Heads; and

WHEREAS, attached as Exhibit “A” is the Job Description for the position of Utility and Infrastructure Director; and

WHEREAS, the City Council supports the addition of a Utility and Infrastructure Director to perform the duties as described in the Job Description under the supervision of the City Administrator; and

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Hermantown approves the following:

1. Job Description and Position of Utility and Infrastructure Director in Grade 12 of the Management Compensation plan.
2. The City Administrator is authorized to recruit and fill the position.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted March 6, 2023.

EXHIBIT A

Administration

Utility and Infrastructure Director

Dept/Div: *Utilities*

FLSA Status: *Exempt*

General Definition of Work

Under the direction of the City Administrator and City Council. Performs complex professional work to lead and manage the planning and implementation of the City's overall right of way, utility, and infrastructure programs and other various projects assigned by the City Administrator.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

Administers the City right of way plan (this includes the development of a comprehensive Right of Way ordinance) by processing and coordinating work in the right of way by private individuals, and private utilities.

Coordinates overall MS4 program and manages the City's Stormwater Utility.

Works with the City Engineer and City Administrator, manages the City's road improvement plan by doing the following: Prepares RFP for engineers, solicits quotes for Geotech work, reviews affected properties for assessments, generates mailing lists, conducts neighborhood meetings prior to public hearings, presents at public hearings and any other tasks necessary to bring projects to successful conclusions.

Works with City Engineer to coordinate and oversee contract construction activities of city improvement and maintenance projects.

Works with City Engineer to develop and maintain a utility improvement plan, coordinating with the road improvement program.

Leads and manages efforts on petitions for sewer & water improvements.

Leads & manages City's assessment database/record keeping of paid and payable assessments.

Keeps the public, employees, and affected agencies informed of relevant engineering projects and issues, by participating at public meetings.

Provides general or technical information in response to written or oral inquiries from the general public, employees, and State and Federal agencies.

Leads efforts to track and record City public infrastructure assets using GIS database. Must have a working knowledge of GIS to maintain City's use of this tool.

Provides staff support and program leadership for the Utility Commission

Administration of water tower leases.

Represent the City on the Metropolitan Interstate Committee's (MIC) Transportation Advisory Committee (TAC).

Coordinates City's efforts on broadband expansion and coordinating with road improvements and work within the City's ROW.

Works with other departments to implement capital improvements to parks and trails.

Lead on City Council priority projects as assigned by the City Administrator

Researches policy issues; evaluates and directs efforts to improve City operations; leads efforts on assigned City Council priority projects and other projects as assigned by the City Administrator.

Prepares memos, drafts policy and procedure documents related to City utilities and infrastructure

Knowledge, Skills and Abilities

Comprehensive knowledge of the principles and practices of civil engineering. General knowledge of the principles and practices of City planning and community development; basic knowledge of municipal finance as they apply to City infrastructure development and maintenance; ability to interpret and analyze technical and statistical information to prepare and present technical oral and written reports; ability to analyze a variety of complex administrative problems, to make sound recommendations for their solutions and to prepare working procedures; ability to communicate ideas effectively orally and in writing; ability to establish and maintain effective working relationships with City, state and local officials, civic and business leaders, associates and the general public, ability to operate standard office equipment and applicable software packages (including GIS).

Education and Experience

Bachelor's degree from four-year college or university in a related field; or two to four years related experience and/or training or equivalent combination of education and experience. Professional license in Engineering with the State of Minnesota desired, but not required.

Physical Requirements

This work requires the occasional exertion of up to 10 pounds of force; work frequently speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires standing, walking, sitting, climbing or balancing, reaching with hands and arms and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires exposure to outdoor weather conditions; work is generally in a quiet location (e.g. library, private offices).

Special Requirements

Valid driver's license.

STAFF REQUISITION

Title of requested position: **Utilities and Infrastructure Director**

Department: Utilities

Date of Request: 2/28/2023

Classification of position request (check one in each column)

Regular Position
 Temporary Position
Duration: _____ --

Full time
 Part time _____
Hours

In the space provided below briefly describe the disposition of the request (i.e. classify specific job category, reason, time frame, duties, replacement position or addition to staff, any other significant information):

This is a new position to lead and manage the planning and implementation of the City's overall right of way, utility, and infrastructure programs. The City's infrastructure is a major investment and recently the City has taken on a more proactive approach to maintenance and development. Planning for infrastructure can lead to community and economic growth. There is continued pressure on the use of city right of way in the area of telecommunications and broadband.

If approved, recruitment would begin immediately with the hopes of having a new person on board right as soon as possible.

Define the budgetary impact of this request (Tax levy, State or Federal grants, proposed hourly rate, requested fringe benefits, department FTE, and/or productivity): If funded by a grant, is the grant anticipated to continue at the same level in future years.

The cost of this position will be split between the Water, Sewer, and Stormwater utilities, and the General Fund. The costs of wages and benefits are shown in the costing sheet which is attached.

Explain the adverse effects on the department if this request is not approved:

Work and responsibilities would continue to be spread over several departments and the City Administrator preventing them from spending time on new tasks and responsibilities. There is concern that certain program areas such as stormwater are not getting the attention needed to proactively address issues, and the City ends up to reacting to problems after the fact.

Approved by the City Council on _____ Resolution Number 2023-
Date

City of Hermantown

Budget Form - Personnel Costs

| | | | | | | |
|-------------------|-----|-----|-----|-----|-----|-----|
| Department | 101 | 121 | 128 | 129 | 131 | 151 |
| Utilities | | | | | | |

| Position | Hourly Rate | Annual Hours | Annual Wages | PERA 7.50% | FICA 6.20% | Medicare 1.45% | Health Insurance F S | Cost | VEBA Cont | Dental | Work Comp 0.15% | Life Ins | Disability | MSRS | Total Cost |
|------------------|-------------|--------------|--------------|---------------|---------------|-------------------|-------------------------|-----------|--------------|--------|-----------------------|----------|------------|----------|---------------|
| Current | | | | | | | | | | | | | | | |
| Utility Director | \$ 43.49 | 2080 | 90,459.20 | 6,784.44 | 5,608.47 | 1,311.66 | 1 | 26,411.97 | 5,000.00 | 787.32 | 134.15 | 258.12 | 468.64 | 1,560.00 | 138,784.97 |
| | | | | | | | | | | | | | | | 138,784.97 |

| Sources: | Total Cost Distribution |
|--------------|----------------------------|
| Water | 25% 34,696.24 |
| Sewer | 25% 34,696.24 |
| Stormwater | 15% 20,817.75 |
| General Fund | 35% 48,574.74 |

Assumptions: Start Grade 12
Assumes Family coverage

Date: 1/12/2023
Prepared by: John Mulder

| 2023 Pay Grade 12 | Start | 1 | 2 | 3 | 4 | 5 | 6 | 11 |
|-------------------|-----------|-----------|-----------|------------|------------|------------|------------|------------|
| Hourly | 43.49 | 45.01 | 46.59 | 48.22 | 49.9 | 51.65 | 53.46 | 55.33 |
| Annually | 90,459.20 | 93,620.80 | 96,907.20 | 100,297.60 | 103,792.00 | 107,432.00 | 111,196.80 | 115,086.40 |



CITY COUNCIL MEETING DATE: March 6, 2023

TO: Mayor & City Council

FROM: Kevin Orme, Director of Finance & Administration

SUBJECT: 2022 Budget Amendments & Transfers

RESOLUTION: 2023-28 **ORDINANCE:** **OTHER:**

REQUESTED ACTION

Approve amending items in the 2022 budget per our policy and approve transfers between funds as of December 31, 2022.

BACKGROUND

After reviewing the 2022 budget to actual numbers and our Budget Amendment Policy, I am recommending the following budget amendments for 2022. In addition, I am recommending the below actual transfers between funds as of 12/31/22.

The Budget Policy says that budget amendments can be made to “reflect policy changes” or when “significant changes are made because of unexpected cost increases”. The below amendments meet this criteria.

2022 Budget Amendments -

| <u>Fund</u> | <u>Account</u> | <u>Object</u> | <u>Amount increased</u> | <u>Account String</u> | <u>Note</u> |
|--------------------|-----------------|-----------------|-------------------------|-----------------------|-----------------------|
| General | Parks | Transfer Out | 4,000 | 101-452100-720 | |
| General | City Hall Maint | Equip Maint | 33,000 | 101-419901-404 | |
| General | Police | Overtime | 17,000 | 101-421100-102 | Reimbursed |
| General | Police | Other Equip | 32,000 | 101-421100-580 | Reimbursed by Grant |
| General | Police | Prop Damage | 10,000 | 101-421100-495 | Reimbursed by Ins |
| General | Police | Fuel | 13,000 | 101-421100-212 | |
| General | Parks | Comm Contr | 36,000 | 101-452100-493 | DNR Grant |
| General | Street | Fuel | 15,000 | 101-431100-212 | |
| General | Street | Payroll | 44,000 | 101-431100-101 | |
| General | Admin | Health Ins | 21,000 | 101-415300-131 | |
| HEDA | HEDA | Legal | 19,000 | 230-465100-308 | |
| HEDA | HEDA | Contracted Svcs | 89,000 | 230-465100-319 | |
| Park Dedication | Parks | Land Repair | 31,000 | 235-452100-224 | Rose Rd |
| Wetland Mitigation | Wetland | Contracted Svcs | 13,000 | 236-465300-319 | |
| Cable TV | Cable | Wages | 6,000 | 260-456101-103 | |
| Cable TV | Cable | Contracted Svcs | 30,000 | 260-456101-319 | Field of Dreams Grant |
| Essentia Wellness | Comm Building | Heating | 65,000 | 275-452200-383 | Multiple Accounts |
| Water | Water | Water Purchases | 150,000 | 601-494300-382 | |

Transfers between funds –

- Transfer \$7,630.77 from Fund 101 (General Fund) to Fund 402 (MSA) fund for prior year expenditures that the City will not be getting reimbursed for.
- Transfer the 12/31/22 remaining cash balance (approximately \$92,300) from Fund 235 (Park Dedication Fund) to Fund 412 (Munger Trail Fund.) The Munger Trail Fund has paid for the new trail sections in prior years and currently has a deficit of more than \$113,000. The Park Dedication Fund will reimburse the rest of the deficit in 2023 as funds become available.

SOURCE OF FUNDS (if applicable)

See above

ATTACHMENTS

Resolution

Resolution No. 2023-28

RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE & ADMINISTRATION TO AMEND SELECTED 2022 BUDGETS AND MAKE TRANSFERS

WHEREAS, the City completed several projects and had expenditures during 2022 that were not anticipated in the 2022 Budget, and

WHEREAS, the City Administrator has reviewed the 2022 Budgets for 2022 as it relates to the City’s Budget Amendment Policy.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown that the Mayor and City Clerk hereby authorize the Director of Finance & Administration to amend the 2022 Budget and authorize transfers as follows:

2022 Budget Amendments -

| <u>Fund</u> | <u>Account</u> | <u>Object</u> | <u>Amount increased</u> | <u>Account String</u> | <u>Note</u> |
|--------------------|-----------------|-----------------|-------------------------|-----------------------|-----------------------|
| General | Parks | Transfer Out | 4,000 | 101-452100-720 | |
| General | City Hall Maint | Equip Maint | 33,000 | 101-419901-404 | |
| General | Police | Overtime | 17,000 | 101-421100-102 | Reimbursed |
| General | Police | Other Equip | 32,000 | 101-421100-580 | Reimbursed by Grant |
| General | Police | Prop Damage | 10,000 | 101-421100-495 | Reimbursed by Ins |
| General | Police | Fuel | 13,000 | 101-421100-212 | |
| General | Parks | Comm Contr | 36,000 | 101-452100-493 | DNR Grant |
| General | Street | Fuel | 15,000 | 101-431100-212 | |
| General | Street | Payroll | 44,000 | 101-431100-101 | |
| General | Admin | Health Ins | 21,000 | 101-415300-131 | |
| HEDA | HEDA | Legal | 19,000 | 230-465100-308 | |
| HEDA | HEDA | Contracted Svcs | 89,000 | 230-465100-319 | |
| Park Dedication | Parks | Land Repair | 31,000 | 235-452100-224 | Rose Rd |
| Wetland Mitigation | Wetland | Contracted Svcs | 13,000 | 236-465300-319 | |
| Cable TV | Cable | Wages | 6,000 | 260-456101-103 | |
| Cable TV | Cable | Contracted Svcs | 30,000 | 260-456101-319 | Field of Dreams Grant |
| Essentia Wellness | Comm Building | Heating | 65,000 | 275-452200-383 | Multiple Accounts |
| Water | Water | Water Purchases | 150,000 | 601-494300-382 | |

Transfers between funds –

- Transfer \$7,630.77 from Fund 101 (General Fund) to Fund 402 (MSA) fund for prior year expenditures that the City will not be getting reimbursed for.
- Transfer the 12/31/22 remaining cash balance (approximately \$92,300) from Fund 235 (Park Dedication Fund) to Fund 412 (Munger Trail Fund.) The Munger Trail Fund has paid for the new trail sections in prior years and currently has a deficit of more than \$113,000. The Park Dedication Fund will reimburse the rest of the deficit in 2023 as funds become available.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted March 6, 2022.



CITY COUNCIL MEETING DATE: March 6th, 2023

TO: Mayor & City Council

FROM: Adam Schminski, Building Official

SUBJECT: John Deere 1025R Sub-Compact Utility Tractor and Implements

RESOLUTION: 2023-29 **ORDINANCE:** **OTHER:**

REQUESTED ACTION

Approve purchase of John Deere 1025R Sub-Compact Utility Tractor and Implements

BACKGROUND

As part of the 2023 CIP this is a purchase of a New John Deere 1025R Sub-Compact Utility Tractor. This request is for the purchase of the Tractor, Rotary Broom, Front Snow Blade, Quick Connect, Mower Deck and 10-year warranty. This multi-use Tractor will replace the current front mounted riding mower, which is in need of significant repair and will assist Greg in more efficient snow removal around City Hall. After Delivery of the new unit, the existing mower can be sold at auction.

We recommend the purchase of this Sub-Compact Tractor through Midwest Machinery in Aitkin for the total of \$29,400.20.

This purchase is made through the MN State Bid Process.

SOURCE OF FUNDS (if applicable)

401-419901-542

ATTACHMENTS

Resolution
Midwest Machinery Co. Quote - ID28221502

Resolution No. 2023-29

**RESOLUTION AWARDING CONTRACT FOR JOHN DEERE 1025R
SUB-COMPACT UTILITY TRACTOR AND IMPLEMENTS FOR \$29,400.20 WHICH
INCLUDES APPLICABLE TAXES AND FEES**

WHEREAS, the City of Hermantown will purchase a John Deere 1025R Sub-Compact and Implements; and

WHEREAS, after fully considering this matter, the City Council of the City of Hermantown believes that it is in the best interest of the City of Hermantown to award the contract for the new Sub-Compact Tractor and Implements to Midwest Machinery - Aitkin; and

WHEREAS, the purchase of the John Deere Sub-Compact Tractor and Implements is part of the 2023 Capital Improvement Plan.

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

1. Midwest Machinery - Aitkin is hereby determined to be able to provide the John Deere Sub-Compact Tractor and Implements to the City pursuant to the State Contract.
2. The price of \$29,400.20 which includes applicable fees and sales tax for the Tractor and Implements in accordance with the State Contract is hereby accepted.
3. Per the CIP, the funds for the payment of the truck chassis will be paid from Fund No. 401 and expensed to 401-419901-542.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted March 6, 2023.

Customer:

Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.

A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.

Vendor: Deere & Company

- 2000 John Deere Run
Cary, NC 27513
- Signature on all LOIs and POs with a signature line
- Contract name or number; or JD Quote ID
- Sold to street address (no PO box)
- Ship to street address (no PO box)
- Bill to contact name and phone number
- Bill to address
- Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)
- Membership number if required by the contract

For any questions, please contact:**Chad Peterson**

Midwest Machinery Co.
1120 2nd Street NW
Aitkin, MN 56431

Tel: 218-927-2140

Mobile Phone: 218-838-2169

Fax: 218-927-2319

Email: chadpeterson@mmcj.com

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.

Quote Id: 28221502

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Midwest Machinery Co.
1120 2nd Street Nw
Aitkin, MN 56431
218-927-2140
sales@mmcjd.com

Prepared For:

CITY OF HERMANTOWN



Proposal For:

Delivering Dealer:

Chad Peterson

Midwest Machinery Co.

1120 2nd Street Nw

Aitkin, MN 56431

218-927-2140

sales@mmcjd.com

Quote Prepared By:

Chad Peterson

218-838-2169

chadpeterson@mmcjd.com

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Midwest Machinery Co.
1120 2nd Street Nw
Aitkin, MN 56431
218-927-2140
sales@mmcjd.com

Quote Summary

Prepared For:

CITY OF HERMANTOWN
4971 LIGHTNING DR
HERMANTOWN, MN 55811
Business: 218-729-3600
MWILSON@HERMANTOWNMN.COM

Delivering Dealer:

Midwest Machinery Co.
Chad Peterson
1120 2nd Street Nw
Aitkin, MN 56431
Phone: 218-927-2140
Mobile: 218-838-2169
chadpeterson@mmcjd.com

Quote ID: 28221502
Created On: 14 February 2023
Last Modified On: 14 February 2023
Expiration Date: 23 February 2023

| Equipment Summary | Suggested List | Selling Price | Qty | = | Extended |
|--|----------------------------|---------------|-----|---|---------------------|
| JOHN DEERE 1025R Sub-Compact Utility Tractor (18 PTO hp) | \$ 24,100.00 | \$ 20,057.42 | X 1 | = | \$ 20,057.42 |
| 2024 Turf Team Compact Utility Tractor: Service Special Performed Nov 1st 2023 - March 15th 2024 | | \$ 325.00 | X 1 | = | \$ 325.00 |
| 10 Yr MMC CUT Green Shield Warranty | Included, Value of \$ 0.00 | \$ 0.00 | X 1 | = | \$ 0.00 |
| Contract: MN Ag Tractors and OEM Attachments 207746 (PG 12 CG 22) | | | | | |
| Price Effective Date: January 1, 2022 | | | | | |
| Sub Total | | | | | \$ 20,382.42 |
| | | | | | |
| JOHN DEERE 60 In. Heavy-Duty Rotary Broom | \$ 4,644.00 | \$ 4,644.00 | X 1 | = | \$ 4,644.00 |
| Contract: MN Turf Maint Equip 206790 (PG 0B CG 22) | | | | | |
| Price Effective Date: December 1, 2021 | | | | | |
| | | | | | |
| JOHN DEERE 60 in. Quick-Hitch Front Blade | \$ 990.00 | \$ 821.70 | X 1 | = | \$ 821.70 |
| Contract: MN Turf Maint Equip 206790 (PG 0B CG 22) | | | | | |
| Price Effective Date: December 1, 2021 | | | | | |
| | | | | | |
| Quick Coupler Quick Coupler | \$ 750.00 | \$ 750.00 | X 1 | = | \$ 750.00 |
| Contract: | | | | | |
| Price Effective Date: | | | | | |

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
 2000 John Deere Run
 Cary, NC 27513
 FED ID: 36-2382580
 UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Midwest Machinery Co.
 1120 2nd Street Nw
 Aitkin, MN 56431
 218-927-2140
 sales@mmcjd.com

| | | | | | | |
|---|-------------|-------------|---|---|---|-------------|
| JOHN DEERE 60D AutoConnect™ 7-Iron Mid-Mount Side Discharge Mower (1023E, 1025R Model Year 2020 and 2025R) | \$ 3,376.00 | \$ 2,802.08 | X | 1 | = | \$ 2,802.08 |
|---|-------------|-------------|---|---|---|-------------|

Contract: MN Ag Tractors and OEM Attachments 207746 (PG 12 CG 22)
Price Effective Date: December 1, 2021

| | |
|------------------------|---------------------|
| Equipment Total | \$ 29,400.20 |
|------------------------|---------------------|

* Includes Fees and Non-contract items

Quote Summary

| | |
|----------------------------|---------------------|
| Equipment Total | \$ 29,400.20 |
| Trade In | |
| SubTotal | \$ 29,400.20 |
| Est. Service Agreement Tax | \$ 0.00 |
| Total | \$ 29,400.20 |
| Down Payment | (0.00) |
| Rental Applied | (0.00) |
| Balance Due | \$ 29,400.20 |

Selling Equipment

Quote Id: 28221502 **Customer Name:** CITY OF HERMANTOWN

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Midwest Machinery Co.
1120 2nd Street Nw
Aitkin, MN 56431
218-927-2140
sales@mmcjd.com

JOHN DEERE 1025R Sub-Compact Utility Tractor (18 PTO hp)

| | |
|---|-------------------------|
| Hours: | Suggested List * |
| Stock Number: | \$ 24,100.00 |
| Contract: MN Ag Tractors and OEM Attachments 207746 (PG 12 CG 22) | Selling Price * |
| | \$ 20,057.42 |
| Price Effective Date: January 1, 2022 | |

* Price per item - includes Fees and Non-contract items

| Code | Description | Qty | List Price | Discount% | Discount Amount | Contract Price | Extended Contract Price |
|--|--|-----|------------------------|-----------|--------------------|--------------------|-------------------------|
| 028NLV | 1025R Sub-Compact Utility Tractor (18 PTO hp) | 1 | \$ 15,970.00 | 17.00 | \$ 2,714.90 | \$ 13,255.10 | \$ 13,255.10 |
| Standard Options - Per Unit | | | | | | | |
| 0202 | United States | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 0409 | English Operator's Manual | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 1795 | Less Loader | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 2053 | Cab - Heat Only | 1 | \$ 7,170.00 | 17.00 | \$ 1,218.90 | \$ 5,951.10 | \$ 5,951.10 |
| 3749 | Less Backhoe | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 4061 | Less iMatch™ Quick Hitch Category 1 | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 5208 | 26x12-12 (4PR, R3 Turf, 1 Position) Radial Ply | 1 | \$ 136.00 | 17.00 | \$ 23.12 | \$ 112.88 | \$ 112.88 |
| 6208 | 18x8.50-10 (4PR, R3 Turf, 1 Position) Radial Ply | 1 | \$ 87.00 | 17.00 | \$ 14.79 | \$ 72.21 | \$ 72.21 |
| Standard Options Total | | | \$ 7,393.00 | | \$ 1,256.81 | \$ 6,136.19 | \$ 6,136.19 |
| Dealer Attachments/Non-Contract/Open Market | | | | | | | |
| LVB25976 | iMatch™ Quick-Hitch Category 1 with adjustable top hook | 1 | \$ 416.90 | 17.00 | \$ 70.87 | \$ 346.03 | \$ 346.03 |
| BW15073 | BALLAST | 1 | \$ 320.10 | 0.00 | \$ 0.00 | \$ 320.10 | \$ 320.10 |
| Dealer Attachments Total | | | \$ 737.00 | | \$ 70.87 | \$ 666.13 | \$ 666.13 |
| Value Added Services | | | | | | | |
| | 2024 Turf Team Compact Utility Tractor: Service Special Performed Nov 1st 2023 - March 15th 2024 | 1 | \$ 325.00 | | | \$ 325.00 | \$ 325.00 |
| | 10 Yr MMC CUT Green Shield Warranty | 1 | \$ 0.00 ₁₄₄ | | | \$ 0.00 | \$ 0.00 |

Selling Equipment

Quote Id: 28221502 Customer Name: CITY OF HERMANTOWN

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Midwest Machinery Co.
1120 2nd Street Nw
Aitkin, MN 56431
218-927-2140
sales@mmcjd.com

| | | | |
|-----------------------------------|---------------------|---------------------|---------------------|
| Value Added Services Total | \$ 325.00 | \$ 325.00 | \$ 325.00 |
| Total Selling Price | \$ 24,100.00 | \$ 4,042.58 | \$ 20,057.42 |
| | | \$ 20,382.42 | |

JOHN DEERE 60 In. Heavy-Duty Rotary Broom

Equipment Notes:

Hours:

Stock Number:

Contract: MN Turf Maint Equip 206790 (PG 0B CG 22)

Price Effective Date: December 1, 2021

Suggested List *

\$ 4,644.00

Selling Price *

\$ 4,644.00

* Price per item - includes Fees and Non-contract items

| Code | Description | Qty | List Price | Discount% | Discount Amount | Contract Price | Extended Contract Price |
|------------------------------------|---|-----|--------------------|-----------|-----------------|--------------------|-------------------------|
| 3790M | 60 In. Heavy-Duty Rotary Broom | 1 | \$ 3,700.00 | 0.00 | \$ 0.00 | \$ 3,700.00 | \$ 3,700.00 |
| Standard Options - Per Unit | | | | | | | |
| 1004 | Mounting Frame | 1 | \$ 411.00 | 0.00 | \$ 0.00 | \$ 411.00 | \$ 411.00 |
| 2010 | Less Front Quick-Hitch and Hydraulic Lift | 1 | \$ 0.00 | 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 3005 | Hydraulic Angling | 1 | \$ 271.00 | 0.00 | \$ 0.00 | \$ 271.00 | \$ 271.00 |
| 4010 | Less 2000 RPM Front PTO Kit | 1 | \$ 0.00 | 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 5005 | Implement Drive Shaft | 1 | \$ 262.00 | 0.00 | \$ 0.00 | \$ 262.00 | \$ 262.00 |
| | Standard Options Total | | \$ 944.00 | | \$ 0.00 | \$ 944.00 | \$ 944.00 |
| | Value Added Services Total | | \$ 0.00 | | | \$ 0.00 | \$ 0.00 |
| | Total Selling Price | | \$ 4,644.00 | | \$ 0.00 | \$ 4,644.00 | \$ 4,644.00 |

JOHN DEERE 60 in. Quick-Hitch Front Blade

Selling Equipment

Quote Id: 28221502 Customer Name: CITY OF HERMANTOWN

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Midwest Machinery Co.
1120 2nd Street Nw
Aitkin, MN 56431
218-927-2140
sales@mmcjd.com

| Equipment Notes: | | | | | | | Suggested List * |
|---|---|-----|------------------|-----------|------------------|------------------|-------------------------|
| Hours: | | | | | | | \$ 990.00 |
| Stock Number: | | | | | | | Selling Price * |
| Contract: MN Turf Maint Equip 206790 (PG 0B CG 22) | | | | | | | \$ 821.70 |
| Price Effective Date: December 1, 2021 | | | | | | | |
| * Price per item - includes Fees and Non-contract items | | | | | | | |
| Code | Description | Qty | List Price | Discount% | Discount Amount | Contract Price | Extended Contract Price |
| 9820M | 60 in. Quick-Hitch Front Blade | 1 | \$ 990.00 | 17.00 | \$ 168.30 | \$ 821.70 | \$ 821.70 |
| Standard Options - Per Unit | | | | | | | |
| 0202 | United States | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 0409 | English operator's manual and decal kit | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 6818 | Less Hydraulic Angling | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 6968 | Less Front Quick-Hitch | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Standard Options Total | | | \$ 0.00 | | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Value Added Services Total | | | \$ 0.00 | | | \$ 0.00 | \$ 0.00 |
| Total Selling Price | | | \$ 990.00 | | \$ 168.30 | \$ 821.70 | \$ 821.70 |

Quick Coupler Quick Coupler

| Equipment Notes: | | | | | | | Suggested List * |
|---|--------------------------|-----|------------------|-----------|-----------------|------------------|-------------------------|
| Hours: 0 | | | | | | | \$ 750.00 |
| Stock Number: | | | | | | | Selling Price * |
| Contract: | | | | | | | \$ 750.00 |
| Price Effective Date: | | | | | | | |
| * Price per item - includes Fees and Non-contract items | | | | | | | |
| Code | Description | Qty | List Price | Discount% | Discount Amount | Contract Price | Extended Contract Price |
| A | Quick Coupler Change out | 1 | \$ 750.00 | 0.00 | \$ 0.00 | \$ 750.00 | \$ 750.00 |
| Total Selling Price | | | \$ 750.00 | | \$ 0.00 | \$ 750.00 | \$ 750.00 |

Selling Equipment

Quote Id: 28221502 **Customer Name:** CITY OF HERMANTOWN

ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:

Midwest Machinery Co.
1120 2nd Street Nw
Aitkin, MN 56431
218-927-2140
sales@mmcjd.com

JOHN DEERE 60D AutoConnect™ 7-Iron Mid-Mount Side Discharge Mower

| | |
|---|-------------------------|
| Equipment Notes: | Suggested List * |
| Hours: | \$ 3,376.00 |
| Stock Number: | Selling Price * |
| Contract: MN Ag Tractors and OEM Attachments 207746 (PG 12 CG 22) | \$ 2,802.08 |

Price Effective Date: December 1, 2021

* Price per item - includes Fees and Non-contract items

| Code | Description | Qty | List Price | Discount% | Discount Amount | Contract Price | Extended Contract Price |
|------------------------------------|---|-----|--------------------|-----------|------------------|--------------------|-------------------------|
| 701CLV | 60D AutoConnect™ 7-Iron Mid-Mount Side Discharge Mower (1023E, 1025R Model Year 2020 and 2025R) | 1 | \$ 2,248.00 | 17.00 | \$ 382.16 | \$ 1,865.84 | \$ 1,865.84 |
| Standard Options - Per Unit | | | | | | | |
| 0202 | United States | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 0409 | English | 1 | \$ 0.00 | 17.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 1105 | Attaching Parts (Hydraulic Mower Lift) | 1 | \$ 1,128.00 | 17.00 | \$ 191.76 | \$ 936.24 | \$ 936.24 |
| Standard Options Total | | | \$ 1,128.00 | | \$ 191.76 | \$ 936.24 | \$ 936.24 |
| Value Added Services Total | | | \$ 0.00 | | | \$ 0.00 | \$ 0.00 |
| Total Selling Price | | | \$ 3,376.00 | | \$ 573.92 | \$ 2,802.08 | \$ 2,802.08 |