

WABASHA CITY COUNCIL
WABASHA CITY HALL
Tuesday, August 5, 2014
Council Meeting 7:00 PM

All matters listed under "Consent Agenda" are considered to be routine by the City Council and will be entered by one motion. Unless requested by a Council Member or citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and will be considered separately.

- 1. Pledge of Allegiance**
- 2. Guest Speaker –**
- 3. Public Comments**
- 4. Changes or Additions to Agenda**
- 5. Mayor's Presentation**
- 6. Committee Reports and Wabasha Good News**
- 7. Administrator's Report – Mr. Chad Springer**
- 8. Consent Agenda**
 - 8.1. Approval of July 1, 2014, Regular Minutes
 - 8.2. Warrants
 - 8.3. MN Lawful Gambling Application for Exempt Permit for Septoberfest Raffle
 - 8.4. PERA Resolution for Part-time Police Officer
 - 8.5. School Resource Officer Contract
 - 8.6. On-Sale Liquor License Application
- 9. Public Hearing:**
- 10. General Business**
 - 10.1. Street Projects
 - o 2014 Project: Approve Change Order No. 3
 - o Resolution amending the Assessment Roll
 - 10.2. Wabasha Community Center Presentation
 - 10.3. Resolution Reducing Wabasha Business Park Special Assessments
 - 10.4. 2nd Reading: Coffee Mill Sewer Extension Ordinance Amendment
 - 10.5. Teepeota Point Detachment
 - 10.6. Nuisance Violation – 524 Campbell Avenue
- 11. Donations**
 - 11.1 Girls Summer Softball - \$300.00 – Jim & Rita Fox; Library Donation \$20.00 – Mr. Richard Laska**2014 Firework's Donations: \$200.00 Scheel's Super Value; \$200.00 Kellogg Lion's Watermelon Festival; \$500.00 Rotary Club of Wabasha; \$650.00 Wabasha Firemen's Relief Assoc.; \$500.00 Kellogg Fire Dept. Relief Assoc.; \$500.00 Burkhardt-Roember VFW Post 4086; \$200.00 Wabasha Warehouse Liquors**
- 12. Information – Financials emailed to Council**
- 13. Announcements: Board of Appeal & Equalization Training Sessions in August & September; Minnesota Main Street Training Opportunity – August 13th in Winona (she handout in packet)**
- 14. Adjournment**

Councilpersons:
 First Ward: Friedmeyer, Wharton
 Second Ward: Schmidt, Kruger
 Third Ward: Bricher, Schoen

Mayor: Rollin Hall
 City Atty: Peter Ekstrand
 City Adm: Chad Springer
 City Clerk: Susan Schamaun
 Date: July 1, 2014

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Tuesday, July 1, 2014, and was called to order at 7:00 pm by Mayor Hall.

All Councilpersons were present.

All present stood and recited the Pledge of Allegiance.

2. Guest Speaker: Ms. Sara George, Wabasha Farmers Market Manager, came forward and reported the Farmer's Market is open on Monday's by St. Elizabeth's Hospital from 1 – 5 pm and on Thursdays under the bridge from 1 – 5 pm. She stated new this year they can take credit cards, debit cards and EBT cards. She stated they are also looking for more vendors. They have a Facebook page www.facebook/wabashafm.

Guest Speaker: Senator Matt Schmit: Senator Matt Schmit came forward and gave a legislative update. He stated the session is done and he is now giving presentations around his district to keep people informed on what has happened, what is happening and the State's budget. He stated in the past the State had a huge deficit but the budget is now balanced and also for the years ahead. He stated they will be putting surplus funds towards education and infrastructure in the years ahead.

3. Public Comments: Mr. Jim Niemantsverdriet, 1603 River Drive South, came forward and stated he was a local business owner and was concerned after witnessing City vehicles pulling camper trailers out of the City's campground. He stated he felt the City was assuming liability for moving these trailers and stated he found out the City moves them for \$50.00 flat fee and felt that was not enough to cover the City's cost. He stated he was bringing this issue forward based on safety and liability issues for the community and the campers.

4. Changes or Additions to Agenda: City Clerk stated in 2010 the City Decertified TIF 2 and there is \$23,460 left in that account. Per Mike Bubany's recommendation, she requested Council approve a check be sent to the Wabasha County auditor for \$23,460 to close Fund 371. She requested it be added to the Consent Agenda.

Councilperson Kruger and Schoen moved to approve City Clerk's request to close Fund 371, TIF 2, and send a check to Wabasha County Auditor for \$23,460 and add to the Consent Agenda. Adopted unanimously.

5. Mayor's Presentation:
 Mayor Hall announced that Wabasha is open for business despite the high water. He knows of no businesses closed due to high water and RJAC will continue with Music Under the Bridge on Friday night and the annual Fireworks event will be held but this year they will be at the High School. He recognized and thanked City employees Chad Springer, Tony Johnson, Mike Mroz and Pat Mueller who spent extra time this week-end dealing with utility issues.

6. Committee Reports and Wabasha Good News:

Utilities Commission: Councilperson Schmidt reported they met on June 24th and discussed several items:

- **Lift Station on 9th Street needs reshingling.**
- **Discussion on sewer access charges. Determined when contractor gets permit, he must either bring homeowner with him or bring a check from the owner for this charge. (People don't seem to be aware that when they connect to City water and/or sewer services, there is an access charge.)**
- **PeopleService Report on high water and the WWTP. The plant is taking in double the water it was designed to handle. City had to start bypassing on Lawrence Boulevard.**
- **Testing daily when bypassing and the City is MPCA compliant.**
- **Utilities Board Commissioner resigned.**

Street Commission: Councilperson Bricher Street Commission met on June 24th and Tony Johnson, Street Superintendent, reported on the BCI Flexpatch Warranty repairs. The patches that came up were replaced. Information was presented on river bank erosion from Mr. Dean Muerer and Mayor Hall. They requested looking into the costs of rip rapping and funding. It was reported Tony talked to two local contractors about concrete work on Bailey Avenue in the Industrial Court and neither contractor placed a bid. Commissioners were updated on the 2013 Street Project Punch List as well as the changes to the 2014 Mill and Overlay Street Project.

Police Commission: Police Chief Warren reported they met on June 19th. Officer Luke Fratzke submitted his resignation and it was accepted by the Commission. Officer Fratzke is going to work for the Wabasha County Sheriff's Department. They also approved Ben Swanson moving from part-time status to full-time status. The commission also approved replacement of a squad as well as replacing one shotgun. The Community Awareness Program will be starting up soon.

Planning Commission: Councilperson Friedmeyer reported the Planning Commission met on Tuesday, June 10th and continue to review and make revisions on the Interim Mining Ordinance.

Councilperson Friedmeyer stated the Ambulance Commission did not meet.

HPC: Councilpersons Schoen reported she did not attend the HPC meeting but reported they are sending 3 or 4 representatives to the State meeting which is funded by a grant.

Park Board: Councilperson Kruger reported they met on June 18th and Mr. Bill Hager was present to request the Park Board place a memorial in Heritage Park in recognition of Michael Duane Clickner. He also stated SEMMCHRA called to requested the City take care of the park in the Eagle Basin Addition. They would like the City to mow and trim and plow etc. He reported the dock by the Eagle Center has been repaired and the railing on the natural play area at Beach Park is being installed on July 7th.

7. Administrator's Report: Chad Springer, City Administrator, reported the service the City has received from PeopleService, Inc. has been very good and they have been putting in a lot of hours with the high water. The Street and Park Departments have been putting up barricades and distributing materials for sandbagging. He reported there was a diesel fuel spill (1,500-2,000 gallons) in the City's Wellhead Protection area and the City found out through receiving an emergency locate. He will be working with MN Rural Water in fixing that chain of command with the duty officer and reporting emergencies. Borings will take place to test area. Chad also reported he attended the League of MN

Cities annual meeting. A budget kick-off meeting was held with department heads. Chad reported department heads are tasked with working on their budgets and there will be a joint budget workshop set up for the end of July for Council and department heads. He reported he worked with Council President, John Friedmeyer, on Planning RFP's and they are currently advertised. The City's Facebook site is up and running and information on the flood, fireworks etc. is on there.

8. Consent Agenda:

Councilpersons Wharton and Schmidt moved to approve the consent agenda as presented with the approved request by City Clerk to close Fund 371 (TIF 2) and send \$23,460 to the Wabasha County Auditor: Motion adopted unanimously.

- 8.1 Approved the June 3, 2014, Regular Minutes and June 3, 2014 Improvement Hearing Minutes and June 3, 2014 Assessment Hearing Minutes
- 8.3 Resolution Appointing 2014 Election Judges
- 8.4 Planning Commission Appointments
- 8.5 Close Fund 371 (TIF 2) and send \$23,460 to Wabasha County Auditor
- 8.2 Warrants:

Mayors	General Fund	\$2,591.26
Police	"	\$6,368.02
Legal	"	\$3,500.00
Planning & Development	"	\$1,768.39
Street Dept.	"	\$12,951.62
Park Dept.	"	\$3,143.30
Engineering (General	"	\$315.00
2014 Street Project	"	\$2,431.59
2013 St. Project	"	\$474.50
Police – Mobile Data	Capital Outlay	\$1,025.10
Engineering (Wetland Delineation)	"	\$1,145.50
CSAH Project	"	\$64.25
Clean Up Day	"	\$1,389.39
Bldg. Inspections	"	\$916.06
Ambulance	"	\$6,419.00
Pool	"	\$1,374.84
Dog Pound	"	35.10
Auditor	"	\$610.00
Fire	"	\$2,952.87
Verizon (Water Dept Credit)	"	-24.82
Elections	"	\$235.20
Total	"	49,686.17

9. Public Hearing: None

10.1 Street Project Updates: MSA: Mr. Chuck Schwartz, came forward and reported that at 6:45 pm tonight there was an assessment hearing for the properties on Church Avenue, between Grant Boulevard and 7th Street, that were proposed to be added to the 2014 Street Project. There were no comments received. He presented a Resolution adopting the assessment Roll for these properties.

Councilpersons Schmidt and Kruger moved to adopt the Resolution Adopting the Assessment Roll as presented: Adopted unanimously.

RESOLUTION # __-2014

A RESOLUTION ADOPTING THE ASSESSMENT

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for Church Avenue between Grant Boulevard and 7th Street by regrading and improving the road surface.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASHA MINNESOTA:

1. Such assessment is hereby amended as noted below to reflect property information as provided by a property owner appeal.
 - a. _____
 - b. _____
 - c. _____
2. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
3. Such assessment shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2015, and shall bear interest at the rate of 3.75 percent per annum from the date of adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2014. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
4. The owner of any property so assessed may, at any time prior to the certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Wabasha, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution. An owner may, at any time thereafter, pay to the City of Wabasha the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the succeeding year.
5. The City Clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessment shall be collected and paid over in the same manner as other municipal taxes.
6. Payment schedule shall be based upon equal payments.

Adopted by this council this 1st day of July 2014.

10.2 CarQuest Paving:

City Administrator, Chad Springer, stated this issue was discussed at the last Council meeting and requested additional information from MSA. He stated Mr. Jeff Wallerich has stated the paving and the grade is not consistent with what he had prior to the project. He stated it was decided at the beginning of the project to change from a barrier curb to a surmountable curb. Kevin Burns, Project Manager for MSA, painted the line to cut and pave and Mr. Wallerich advised he wanted it to go back further in which it was moved back further. He stated the end product is within spec, which needs to be between 8 – 13% grade, with the final product being close to 13%. MSA acquired bids to redo this portion and the cost came in at a little over \$4,000 through the contractor. Tony Johnson, Street Superintendent, contracted a local contractor who quoted the work for \$2,200. In a phone conversation with MSA representatives, Kevin Burns and Jon Herdegen, it was determined MSA does not want to cover any of the costs for redoing the paving at CarQuest due to the work being within specs.

Mr. Springer stated it is Council's decision in how to move forward and if the City will cover any or all of the costs for repaving Carquest's area.

City Clerk was instructed to listen to tapes of public hearings for the street projects.

Mr. Chuck Schwartz stated MSA feels since it is within specs, it is not a mistake and they don't feel they should pay to fix it. He also stated that area is plowable, just not plowable the way Mr. Wallerich wants to plow it.

Attorney Ekstrand stated he can't give an opinion without knowing all the facts.

Mr. Wallerich came forward and stated he cannot easily plow this area. He stated about 20' from the sidewalk there is a 1' cutaway and the rest was probably 30 inches. He stated he told Mr. Burns he didn't think it would work. Mr. Burns remeasured and cutback more and Mr. Wallerich stated he thought he would have problems plowing.

Mayor Hall stated City Administrator, Chad Springer, will work with Attorney Ekstrand in determining how to move forward.

10.3 2nd Reading – Zoning & Shoreland Ordinance Proposed Amendments: Repealing Subd. 13, Business Park Overlay Design District:

It was stated the Port Authority and Planning Commission were recommending the Business Park Overlay District (Subd. 13.) be removed from the Zoning & Shoreland Ordinance.

Councilpersons Friedmeyer and Bricher moved to repeal Subd. 13, Business Park Overlay Design District, from the Zoning & Shoreland Ordinance based on the following findings of fact:

- 1. The BPODD is comprised of the same lands associated with the Wabasha Business Park Tax Increment Finance District;**
- 2. The design standards of the BPODD were initially adopted by the Wabasha Economic Development Authority (predecessor of the Wabasha Port Authority & Development Agency, i.e. "port authority") to provide a positive impression of the City in this new business district along U.S. Highway 61;**
- 3. The standards were later adopted as part of the Zoning Ordinance to be administered by the Planning Commission as part of a development review for the area covered by the overlay zone;**

4. With the exception of a building addition to the one business already located in the BPODD, no additional development has actually occurred in the district since the adoption of these standards;

5. The Port Authority requested that the Planning Commission repeal the Business Park Overlay Design District (BPODD) in its entirety for the facilitation of business growth and development (reference Port Authority Minutes from 3-11-14).
The MOTION was adopted unanimously.

10.4 Campground Taxes Discussion:

City Administrator, Chad Springer, reported staff met with Wabasha County Auditor, Denise Anderson, and Wabasha County Assessor, Loren Benz, to discuss personal property tax at the City's campgrounds. There are two taxes campers can be charged:

- 1) Mobile Home Tax – taxed same year and if campers have tabs, there is no tax.
- 2) Personal Property Tax – taxed following year.

The problem with the Personal Property Tax is when campers do not return, the County Auditor does not have the information to bill them. The City would have to acquire social security numbers from the campers which City staff does not want to be responsible for safekeeping that information. It was determined to rectify this problem, the City would raise campground rates by \$100 to cover the Personal Property Taxes and the County would bill the City to pay. Personal Property Taxes range from \$65 - \$96 depending on the site. The remainder of the funds collected would cover administrative fees by City staff to handle this process.

Councilpersons Schmidt and Kruger moved to approve adding a \$100 fee to all leased sites in 2015 to cover personal property tax statements due to the County . Adopted by the following vote:

Ayes: Schmidt, Kruger, Schoen, Friedmeyer, Bricher, Wharton
Nays: Mayor Hall

It was determined the Park Board would look at all fees and policies related to the campground such as rates, emergency moving of campers fee, and list out fees that are related to the campground.

10.5 Engineering Firm Recommendation/Legal Service Recommendation:

Chad Springer reported a Subcommittee interviewed candidates for engineering and recommend Bolton & Menk as the City of Wabasha Engineering firm.

Mr. Brian Malm, representative of Bolton & Menk, came forward and stated they have had three meetings with staff to go over their qualifications they offer the City. He stated they are a municipal engineering firm and have been in business for 65 years and have 15 offices in Minnesota with the closest one being Rochester. He stated he would be our point of contact with all issues associated with engineering. He stated they are willing to provide some services at no cost like meeting attendance.

Councilperson Bricher asked about the 2014 Street Project and if they would be taking that over.

Mr. Malm stated they have discussed that with staff and Bolton & Menk is comfortable with taking over that project in respect to contract administration and inspections. They have an inspector lined up.

Attorney Ekstrand asked if they would be relying on the specs they provide and asked if it would affect the warranty. Mr. Malm stated the warranty is in respect to the contractor. The contract is between the City and the contractor. Bolton & Menk would be acting as the City Engineering administering that

contract. Attorney Ekstrand stated this happened once before when Yaggy Colby did the specs and they wouldn't release them.

Councilperson Schoen asked Mr. Malm to inform Council on the services they provide like GIS Mapping. Mr. Malm stated Bolton & Menk is not here just to do projects for cities, their goal is to help cities manage their infrastructure. He stated one of the primary responsibilities as a city is to provide infrastructure to the public and they want to help manage that. In order to do that, they need data on that infrastructure. One of the most important pieces of data we use is the sanitary sewer map, your water main map, your storm sewer map, and all the mapping associated with the city. In order to access all that data, they use GIS, an electronic data base of all the information. He stated a few years ago, Bolton & Menk developed a web based GIS System that is similar to Google Maps. He stated their GIS system is then available to client cities via the web. Staff can then utilize the system to make maps, labels for zoning notices etc. Bolton & Menk provides this service at no cost and it helps staff be more productive.

Councilperson Schoen stated Bolton & Menk also have a well specialist, an environmental specialist, zoning specialist etc. They have so much access to so many specialists yet they are local with being located in Rochester. She stated they also have a municipal planner and traffic engineer. She stated the level of service they can provide based on what it would cost the City was a great value.

Councilperson Schmidt asked if references had been checked on Bolton & Menk and City Administrator, Chad Springer, stated they did check references and they were all positive.

Street Superintendent Tony Johnson asked about the water/wastewater aspect of engineering. Mr. Malm stated they do have a water/wastewater department and it is the largest department in the region.

Councilpersons Schoen and Wharton moved to appoint Bolton & Menk as the Engineering Firm to represent the City contingent upon review and acceptance of contract by Council. Adopted by the following vote:

Ayes: Schmidt, Bricher, Friedmeyer, Kruger, Mayor Hall, Wharton, Schoen

Nays: None

Chad Springer reported five legal firms submitted proposals. It came down to two firms and the subcommittee recommends retaining Attorney Peter Ekstrand at the current fee subject to a couple additions to the existing contract which are accounting for time on his invoices for civil services and that the data Attorney Ekstrand has on City business belongs to the City.

Councilpersons Wharton and Kruger moved to approve appointing Attorney Peter Ekstrand as the City's Attorney contingent upon acceptance of contract by Council. Adopted by the following vote:

Ayes: Friedmeyer, Kruger, Wharton, Bricher, Mayor Hall, Schmidt, Schoen

Nays: None

10.6 Joint Powers Agreement: KIS/AMUSA:

Chad Springer reported Ms. Kelly McDonald (present in the audience) approached the Port Authority looking for some loan funds in support of her new business that happens to be taking place just outside of the City limits. The Port Authority reviewed the business plan and in working with Attorney Ekstrand and Mr. Bob Deike, developed a Joint Powers Agreement in an effort to, as a City, loan funds outside the City limits.

Attorney Ekstrand stated he and Mr. Bob Deike felt that by developing a Joint Powers Agreement with

the County, the Port Authority could establish a basis for why we would give a loan to an outside company and show a benefit to the City. The benefit is indicated in the Joint Powers Agreement as the Economic Development, job opportunities, tax base increase, attracting other businesses, etc. Attorney Ekstrand stated the Port Authority approved subject the Council approving. He also stated he talked to the Wabasha County Administrator and he didn't have a problem with the Joint Powers Agreement as long as they were absolved of all liability like will act as the agent for the loan.

Chad stated the Port Authority isn't moving forward until all the pieces are in place to move the project forward and start the loan process. If the loan would move forward, there will be some negotiating and the Port Authority will do their due diligence. The business will be located in the former Arrowhead Bluffs Museum building.

Councilpersons Friedmeyer and Schoen moved to approve the Joint Powers Agreement between the Wabasha Port Authority and the County of Wabasha. Adopted by the following vote:

Ayes: Schoen, Schmidt, Bricher, Wharton, Kruger, Friedmeyer, Mayor Hall
Nays: None

10.7 Resolution for Fund Transfer:

Chad Springer reported staff has been looking at the fund balances to prepare for budgeting etc. A fund was found from 2004 that had a \$92,000 balance from a special levy. In recent years there has only been interest allocated to it. After talking to the City's auditor and working with Mr. Mike Bubany, we are recommending transferring this fund balance to the Business Park TIF Fund with the \$300,000 deficit. The City had planned to transfer \$200,000 from the Capital Improvement Plan to that TIF Fund to start to pay down that deficit and by transferring the \$92,000, less funds will have to be transferred to cover that deficit. He stated after the transfer, staff would like to purge that fund.

Councilpersons Schoen and Wharton moved to approve the transfer of Fund 360 in the amount of \$92,859.38 to Fund 380, Wabasha Business Park TIF. Adopted unanimously.

Coffee Mill Sewer Extension Discussion:

Chad Springer reported at the last Council meeting on June 3rd, Council gave direction to draft an ordinance giving Coffee Mill residents exception to hooking up to the City's sewer system contingent upon getting a state certified inspection of their sewer systems contingent upon certain stipulations. He stated he worked with Councilperson Schmidt and City Attorney Ekstrand on the proposed draft ordinance. He further stated this draft ordinance was presented to the Utilities Commission and no action was taken.

It was stated there are three residents in town that are having septic sewer issues and does Council want the ordinance to pertain to all City residents or just the Coffee Mill residents. The proposed draft ordinance just relates to Coffee Mill.

Attorney Ekstrand stated this can be considered the First Reading of this draft ordinance and it can be adopted after the Second Reading of the next meeting.

Councilperson Wharton stated he was not in favor of the draft ordinance and suggested giving the residents an extension to hook-up.

Attorney Ekstrand recommended sending this portion of the ordinance, if adopted, to be recorded against the properties it would effect. Council concurred.

It was also stated the Coffee Mill residents have proposed to pay a minimum sewer rate if the draft ordinance is approved. Attorney Ekstrand stated that will have to be added to the sewer rate ordinance. It was determined that the sewer rate ordinance should be brought back for consideration of amending it to state any property owner who has infrastructure in place, even though they are not hooked up, must pay a minimum sewer charge. It should be forwarded to the Utilities Commission.

10.9 Police Squad:

Police Chief Warren stated his 2008 Chevy Impala is up for rotation. This vehicle has 125,000 miles. He presented two bids:

- 1) 2015 Ford Taurus Interceptor \$24,822.80
- 2) 2015 Ford Explorer \$26,777.80

The Police Commission recommended the purchase of a new squad. Police Chief Warren stated he has funds in his Drug Fund to outfit the new squad. Some of the lighting and other things needed for the new squad will be taken from the old squad and transferred over.

Councilperson Kruger raised the concern about adequate room in the Ford Taurus for taller officers. Council determined the Ford Explorer afforded the department more room which would also be better resale and would afford more cargo room.

Councilpersons Kruger and Schoen moved to approve the purchase of a 2015 Ford Explorer as presented. Adopted by the following vote:

Ayes: Schoen, Wharton, Friedmeyer, Mayor Hall, Kruger, Bricher

Nays: Schmidt

11.1 Donations:

Councilperson Wharton and Schoen moved to approve the Resolution Accepting Donations: Adopted unanimously.

**CITY OF WABASHA
RESOLUTION NO. # -2014**

RESOLUTION ACCEPTING DONATIONS

WHEREAS, The City of Wabasha is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, The following persons and entities have offered to contribute the cash amounts set forth below to the city for the following:

<u>Name of Donor</u>	<u>Description</u>	<u>Amount</u>
Wabasha Warehouse Liquors	Fireworks	\$200.00
Joseph Sulentich	Library	\$100.00
Busch Auto	Summer Reading Program	\$ 50.00
Amy J. Schierts	Summer Reading Program	\$100.00
C.A.P.S.	Summer Reading Program	\$50.00
Friends of the Wab. Public Library	Summer Reading Program	\$30.00
Burkhardt-Roemer VFW Post 4086	Riverboat Days	\$800.00

WHEREAS, All such donations have been contributed to assist the city in the establishment and operation of recreational facilities and programs either alone or in cooperation with others, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASHA, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and operate recreational facilities and programs either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Wabasha on July 1, 2014.

Other Business:

Having no other business, councilperson Wharton and Schoen moved to adjourn at 9:35 pm. Adopted unanimously.

Susan Schamaun, City Clerk

MEETING DATE 08-05-2014	AGENDA ITEM SUMMARY	ITEM NUMBER 8.2
ITEM TITLE: WARRANTS		
REQUESTED BY: ADMINISTRATION	DEPARTMENT: ADMINISTRATION	
PURPOSE:		
ITEM SUMMARY: List of Warrants attached.		
REFERENCE DOCUMENTS:		
COMMITTEE RECOMMENDATION:		
STAFF RECOMMENDATION:		
ACTION REQUIRED:		

WABASHA, MN

07/31/14 11:08 AM

Page 1

Payments

Current Period: August 2014

Batch Name	08/05/14 GEN Payments	User Dollar Amt	\$69,819.80	Computer Dollar Amt	\$69,819.80	\$0.00	In Balance
Refer	6798 AIRGAS USA LLC						
Cash Payment	E 100-420-42500-215 Oxygen-Supplies	AMBULANCE - OXYGEN					\$399.07
Invoice	9500205620 7/3/2014						
Transaction Date	7/30/2014	First State Bank	10100			Total	\$399.07
Refer	6726 ALDEN POOL & MUNICIPAL SUP C						
Cash Payment	E 100-450-45300-216 Chemical and Chem	POOL - CHEMICALS					\$180.60
Invoice	14263 5/29/2014						
Transaction Date	7/23/2014	First State Bank	10100			Total	\$180.60
Refer	6781 ALEX S CAR CARE CENTER						
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE -TOW FEES					\$185.00
Invoice	302556 6/21/2014						
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE -TOW FEES					\$185.00
Invoice	525292 6/25/2014						
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE - TOW FEES					\$185.00
Invoice	525294 7/1/2014						
Transaction Date	7/25/2014	First State Bank	10100			Total	\$555.00
Refer	6783 ALEXANNE SCHIVELY						
Cash Payment	E 100-450-45300-207 Training & instructio	POOL - TRAINING REIMBURSEMENT					\$225.00
Invoice	7/28/2014						
Transaction Date	7/28/2014	First State Bank	10100			Total	\$225.00
Refer	6752 AMERICAN FENCE COMPANY						
Cash Payment	E 100-450-45300-221 Equipment Maintena	POOL - EQUIP MAINT					\$226.40
Invoice	7874 7/9/2014						
Transaction Date	7/23/2014	First State Bank	10100			Total	\$226.40
Refer	6795 BOUND TREE MEDICAL, LLC.						
Cash Payment	E 100-420-42500-217 Medical Supplies	AMBULANCE - MEDICAL SUPPLIES					\$73.46
Invoice	81486277 7/15/2014						
Cash Payment	E 100-420-42500-217 Medical Supplies	AMBULANCE - MEDICAL SUPPLIES					\$3.66
Invoice	81490589 7/18/2014						
Cash Payment	E 100-420-42500-217 Medical Supplies	AMBULANCE - MEDICAL SUPPLIES					\$3.16
Invoice	814847788 7/16/2014						
Cash Payment	E 100-420-42500-217 Medical Supplies	AMBULANCE - MEDICAL SUPPLIES					\$405.01
Invoice	81489200 7/16/2014						
Transaction Date	7/30/2014	First State Bank	10100			Total	\$485.29
Refer	6830 BRUENING ROCK PRODUCTS						
Cash Payment	E 100-430-43100-224 Street Maintenance	STREETS - MAINTENANCE					\$1,894.60
Invoice	31459 6/16/2014						
Cash Payment	E 100-450-45100-225 Ground (land) Maint	PARKS - MAINTENANCE					\$441.60
Invoice	31459 6/16/2014						
Transaction Date	7/31/2014	First State Bank	10100			Total	\$2,336.20
Refer	6738 CAROL SCOTT						

Payments

Current Period: August 2014

Cash Payment	R 100-34791 Park- Reservation Fees	PARK RESERVATION FEE - REIMBURSEMENT		\$25.00
Invoice	7/1/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$25.00
Refer	6756 CAUX ROUND TABLE			
Cash Payment	E 100-410-41100-308 Continuing Ed	MAYOR HALL - CONFERENCE		\$50.00
Invoice	7/9/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$50.00
Refer	6763 CHANDLER SMITH			
Cash Payment	E 100-450-45300-207 Training & instructio	POOL - TRAINING REIMBURSEMENT		\$90.00
Invoice	7/16/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$90.00
Refer	6737 CHRISTOPHER PARKER			
Cash Payment	R 100-34791 Park- Reservation Fees	PARK RESERVATION FEE - REIMBURSEMENT		\$35.00
Invoice	7/1/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$35.00
Refer	6729 CONSTRUCTION MANAGEMENT S			
Cash Payment	E 100-410-41300-315 Building Inspector F	BUILDING INSPECTION FEES		\$1,224.68
Invoice 14-641	6/30/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$1,224.68
Refer	6823 CRYSTEEL TRUCK EQUIPMENT			
Cash Payment	E 100-430-43100-221 Equipment Maintena	STREETS - EQUIP MAINT		\$455.85
Invoice LP162814	7/7/2014			
Transaction Date	7/31/2014	First State Bank	10100	Total \$455.85
Refer	6820 CULLIGAN			
Cash Payment	E 100-430-43100-219 General Supplies	STREETS - SUPPLIES		\$35.88
Invoice 359365	6/30/2014			
Transaction Date	7/31/2014	First State Bank	10100	Total \$35.88
Refer	6785 CUSTOM COMMUNICATIONS			
Cash Payment	E 100-410-41910-401 Building Contract Ma	CITY HALL DOOR ACCESS CONTROL SYSTEM		\$2,650.00
Invoice 289986	7/17/2014			
Cash Payment	E 100-420-42500-401 Building Contract Ma	AMBULANCE DOOR ACCESS CONTROL SYSTEM		\$2,369.00
Invoice 289987	7/17/2014			
Transaction Date	7/28/2014	First State Bank	10100	Total \$5,019.00
Refer	6828 DAVE SYVERSON TRUCK CENTER			
Cash Payment	E 100-430-43100-404 Mach & Equip Maint.	STREETS - VEHICLE MAINT		\$2,036.92
Invoice 93044	7/7/2014			
Transaction Date	7/31/2014	First State Bank	10100	Total \$2,036.92
Refer	6744 DAVID DROWN ASSOCIATES			
Cash Payment	E 100-490-45400-430 Miscellaneous	CONSULTING SERVICES - TIF REPORTS		\$4,000.00
Invoice 2790	6/30/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$4,000.00
Refer	6786 DICK S AUTO PARTS			

Payments

Current Period: August 2014

Cash Payment	E 100-420-42100-221	Equipment Maintena	POLICE - EQUIP/MAINT SUPPLIES		\$64.55
Invoice	4782-67476	6/14/2014			
Cash Payment	E 100-420-42100-221	Equipment Maintena	POLICE - EQUIP/MAINT SUPPLIES		\$170.11
Invoice	4782-67169	6/6/2014			
Transaction Date	7/28/2014	First State Bank	10100	Total	\$234.66
Refer	6815 DICK S AUTO PARTS				
Cash Payment	E 100-430-43100-221	Equipment Maintena	STREETS - EQUIP MAINT		\$46.45
Invoice	4782-67651	6/19/2014			
Cash Payment	E 100-430-43100-221	Equipment Maintena	STREETS - EQUIP MAINT		\$48.51
Invoice	4782-67645	6/19/2014			
Cash Payment	E 100-430-43100-221	Equipment Maintena	STREETS - EQUIP MAINT		\$13.55
Invoice	4782-67637	6/19/2014			
Cash Payment	E 100-430-43100-221	Equipment Maintena	STREETS - EQUIP MAINT		\$10.46
Invoice	4782-67065	6/3/2014			
Cash Payment	E 100-430-43100-221	Equipment Maintena	STREETS - EQUIP MAINT		\$1.20
Invoice	4782-67086	6/4/2014			
Cash Payment	E 100-430-43100-221	Equipment Maintena	STREETS - EQUIP MAINT		\$21.05
Invoice	4782-67301	6/10/2014			
Transaction Date	7/31/2014	First State Bank	10100	Total	\$141.22
Refer	6766 DICK S AUTO PARTS				
Cash Payment	E 100-450-45100-221	Equipment Maintena	PARKS - EQUIP MAINT		\$12.37
Invoice	4782-67860	6/26/2014			
Cash Payment	E 100-450-45100-221	Equipment Maintena	PARKS - EQUIP MAINT		\$19.04
Invoice	4782-67673	6/20/2014			
Cash Payment	E 100-450-45100-221	Equipment Maintena	PARKS - EQUIP MAINT		\$1.35
Invoice	4782-67045	6/3/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total	\$32.76
Refer	6734 DOHENYS WATER WAREHOUSE				
Cash Payment	E 100-450-45300-216	Chemical and Chem	POOL - CHEMICALS		\$36.30
Invoice	237664	7/1/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total	\$36.30
Refer	6772 DONS TOWING				
Cash Payment	E 100-420-42100-325	Towing Expenses	POLICE - TOW FEES		\$150.00
Invoice	3657	7/10/2014			
Cash Payment	E 100-420-42100-325	Towing Expenses	POLICE - TOW FEES		\$150.00
Invoice	3636	7/7/2014			
Transaction Date	7/25/2014	First State Bank	10100	Total	\$300.00
Refer	6753 DPC INDUSTRIES INC				
Cash Payment	E 100-450-45300-216	Chemical and Chem	POOL - CHEMICALS		\$170.13
Invoice	827001151-14	7/7/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total	\$170.13
Refer	6754 DPC INDUSTRIES INC				
Cash Payment	E 100-450-45300-216	Chemical and Chem	POOL - CHEMICALS		\$18.00
Invoice	DE82000090-14	6/30/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total	\$18.00
Refer	6813 EARL F ANDERSEN INC.				

Payments

Current Period: August 2014

Cash Payment	E 100-430-43100-583 Signs	STREETS - SIGNS			\$237.48
Invoice	0105204-IN	6/24/2014			
Transaction Date	7/31/2014	First State Bank	10100	Total	\$237.48
Refer	6764 EMILY NORGRANT				
Cash Payment	E 100-450-45300-207 Training & instructio	POOL - TRAINING REIMBURSEMENT			\$90.00
Invoice	60285	7/16/2014			
Cash Payment	E 100-450-45300-207 Training & instructio	POOL - TRAINING REIMBURSEMENT			\$112.50
Invoice	60394	7/16/2014			
Cash Payment	E 100-450-45300-207 Training & instructio	POOL - TRAINING REIMBURSEMENT			\$35.00
Invoice	60394	7/16/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total	\$237.50
Refer	6797 EXPERT T BILLING				
Cash Payment	E 100-420-42500-311 Contractor Fees	AMBULANCE - BILLING SERVICE			\$800.00
Invoice	1513	7/14/2014			
Transaction Date	7/30/2014	First State Bank	10100	Total	\$800.00
Refer	6824 FARRELL EQUIP				
Cash Payment	E 100-430-43100-529 STORM SEWER PR	STREETS - STORM SEWER			\$248.49
Invoice	677256	7/2/2014			
Transaction Date	7/31/2014	First State Bank	10100	Total	\$248.49
Refer	6833 FEILS OIL COMPANY				
Cash Payment	E 100-430-43100-212 Motor Fuels	STREETS - FUEL			\$1,369.78
Invoice	60285	6/4/2014			
Cash Payment	E 100-430-43100-212 Motor Fuels	STREETS - FUEL			\$1,405.43
Invoice	60394	7/14/2014			
Cash Payment	E 100-450-45100-212 Motor Fuels	PARKS - FUEL			\$941.90
Invoice	60394	7/14/2014			
Transaction Date	7/31/2014	First State Bank	10100	Total	\$3,717.11
Refer	6802 FIRE SAFETY USA				
Cash Payment	E 100-420-42500-219 General Supplies	AMBULANCE - ANNUAL FIRE EXTINGUISHERS CERTIFICATION			\$88.25
Invoice	69972	5/30/2014			
Transaction Date	7/30/2014	First State Bank	10100	Total	\$88.25
Refer	6811 FIRE SAFETY USA				
Cash Payment	E 100-430-43100-401 Building Contract Ma	CITY SHOP - ANNUAL FIRE EXTINGUISHER CERTIFICATION			\$25.00
Invoice	69971	5/30/2014			
Transaction Date	7/31/2014	First State Bank	10100	Total	\$25.00
Refer	6732 FIRE SAFETY USA				
Cash Payment	E 100-450-45300-223 Building Maint/Repai	POOL - CERTIFY FIRE EXTINGUISHERS			\$25.00
Invoice	69969	5/30/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total	\$25.00
Refer	6750 FIRST STATE INSURANCE AGENC				
Cash Payment	E 100-420-42200-365 AMB/FIRE DISABILI	AMB/FIRE VOLUNTEER INSURANCE			\$642.54
Invoice	227179	7/18/2014			
Cash Payment	E 100-420-42500-365 AMB/FIRE DISABILI	AMB/FIRE VOLUNTEER INSURANCE			\$1,666.50
Invoice	227179	7/18/2014			

Payments

Current Period: August 2014

Transaction Date	7/23/2014	First State Bank	10100	Total	\$2,309.04
Refer	6727 G & G LOGGING AND LUMBER				
Cash Payment	E 100-450-45100-472 GRANTS	PARKS - MULCH			\$102.12
Invoice	7/2/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$102.12
Refer	6751 G & K SERVICES				
Cash Payment	E 100-410-41900-313 Cleaning Services	CITY HALL MATT SERVICE			\$71.78
Invoice	1024195440 7/3/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$71.78
Refer	6794 GABRIEL GEROW				
Cash Payment	E 100-420-42500-206 Training Center Exp	EMS DOT INSTRUCTOR COURSE			\$325.00
Invoice	7/21/2014				
Transaction Date	7/30/2014	First State Bank	10100	Total	\$325.00
Refer	6741 GENESIS EMPLOYEE BENEFITS				
Cash Payment	E 100-410-41500-326 VEBA - Administrati	VEBA ADMIN FEES			\$264.00
Invoice	24497 6/30/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$264.00
Refer	6775 GREEN AND ASSOCIATES				
Cash Payment	E 100-420-42100-305 Medical/physical fee	POLICE - OFFICE EVAL & TESTING			\$220.00
Invoice	7/2/2014				
Transaction Date	7/25/2014	First State Bank	10100	Total	\$220.00
Refer	6757 GREGORY SCHUMACHER				
Cash Payment	E 100-450-45300-308 Continuing Ed	POOL - TRAINING REIMBURSEMENT			\$35.00
Invoice	7/16/2014				
Cash Payment	E 100-450-45300-308 Continuing Ed	POOL - TRAINING REIMBURSEMENT			\$112.50
Invoice	7/16/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$147.50
Refer	6731 HARTERT S STORE INC				
Cash Payment	E 100-450-45100-221 Equipment Maintena	PARKS - EQUIP MAINT			\$13.88
Invoice	35430 6/27/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$13.88
Refer	6749 HBC				
Cash Payment	E 100-410-41500-312 Computer Support	COMPUTER MAINTENANCE/SUPPORT			\$260.00
Invoice	6593 6/30/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$260.00
Refer	6790 HILL S HARDWARE HANK				
Cash Payment	E 100-410-41900-219 General Supplies	CITY HALL SUPPLIES			\$5.94
Invoice	5654568 7/26/2014				
Transaction Date	7/30/2014	First State Bank	10100	Total	\$5.94
Refer	6804 HILL S HARDWARE HANK				
Cash Payment	E 100-420-42500-219 General Supplies	AMBULANCE - SUPPLIES			\$173.70
Invoice	5652633 6/28/2014				
Transaction Date	7/30/2014	First State Bank	10100	Total	\$173.70
Refer	6818 HILL S HARDWARE HANK				

Payments

Current Period: August 2014

Cash Payment	E 100-430-43100-219	General Supplies	STREETS - SUPPLIES		\$291.60
Invoice	5650000	6/28/2014			
Transaction Date	7/31/2014		First State Bank	10100	Total \$291.60
Refer	6725 HILL S HARDWARE HANK				
Cash Payment	E 100-450-45300-219	General Supplies	POOL - SUPPLIES		\$69.58
Invoice	5652375	6/28/2014			
Cash Payment	E 100-450-45100-410	Rentals	PARKS - RENTALS		\$40.00
Invoice	5653404	6/28/2014			
Cash Payment	E 100-450-45100-223	Building Maint/Repai	PARKS - BLDG MAINT		\$100.00
Invoice	5653404	6/28/2014			
Cash Payment	E 100-450-45100-219	General Supplies	PARKS - SUPPLIES		\$93.90
Invoice	5653404	6/28/2014			
Transaction Date	7/23/2014		First State Bank	10100	Total \$303.48
Refer	6808 INTERSTATE BUILDING & SUPPLY				
Cash Payment	E 100-420-42200-219	General Supplies	FIRE DEPT - BLDG MAINT SUPPLIES		\$52.46
Invoice	414575	6/26/2014			
Transaction Date	7/31/2014		First State Bank	10100	Total \$52.46
Refer	6822 INTERSTATE BUILDING & SUPPLY				
Cash Payment	E 100-430-43100-529	STORM SEWER PR	STREETS -		\$21.02
Invoice	413993	6/16/2014			
Transaction Date	7/31/2014		First State Bank	10100	Total \$21.02
Refer	6733 INTERSTATE BUILDING & SUPPLY				
Cash Payment	E 100-450-45100-223	Building Maint/Repai	PARKS - BLDG MAINT		\$11.00
Invoice	413238	6/3/2014			
Cash Payment	E 100-450-45100-223	Building Maint/Repai	PARKS - BLDG MAINT		\$139.49
Invoice	414058	6/17/2014			
Cash Payment	E 100-450-45100-223	Building Maint/Repai	PARKS - BLDG MAINT		\$105.25
Invoice	414073	6/17/2014			
Cash Payment	E 100-450-45100-223	Building Maint/Repai	CREDIT - ITEMS RETURNED		-\$95.96
Invoice	414074	6/17/2014			
Cash Payment	E 100-450-45100-223	Building Maint/Repai	PARKS - BLDG MAINT		\$58.03
Invoice	414196	6/19/2014			
Transaction Date	7/23/2014		First State Bank	10100	Total \$217.81
Refer	6722 J&M DISPLAYS				
Cash Payment	E 100-490-45400-471	Fireworks	FIREWORKS		\$5,500.00
Invoice	30214	7/4/2014			
Transaction Date	7/23/2014		First State Bank	10100	Total \$5,500.00
Refer	6800 JESSA RATIKE				
Cash Payment	R 100-34720	Pool- Fees	POOL LESSON REFUND		\$31.50
Invoice		7/18/2014			
Transaction Date	7/30/2014		First State Bank	10100	Total \$31.50
Refer	6730 JOHN DEERFINANCIAL				
Cash Payment	E 100-450-45100-221	Equipment Maintena	PARKS - EQUIP MAINT		\$136.05
Invoice	660656	7/1/2014			
Transaction Date	7/23/2014		First State Bank	10100	Total \$136.05
Refer	6762 KALEB OLSON				

Payments

Current Period: August 2014

Cash Payment	E 100-450-45300-308 Continuing Ed	POOL - TRAINING REIMBURSEMENT		\$90.00
Invoice	7/16/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$90.00
Refer	6806 KIMBERLY JUAREZ			
Cash Payment	R 100-34160 Vehicle Impound Fees	REIMBURSE IMPOUD FEE - OVERCHARGED		\$10.00
Invoice	7/30/2014			
Transaction Date	7/30/2014	First State Bank	10100	Total \$10.00
Refer	6758 KLOWEE MALAKOWSKY			
Cash Payment	E 100-450-45300-308 Continuing Ed	POOL-TRAINING REIMBURSEMENT		\$90.00
Invoice	7/15/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$90.00
Refer	6774 KWIK TRIP INC			
Cash Payment	E 100-420-42100-212 Motor Fuels	POLICE- GAS		\$37.50
Invoice 19259	6/30/2014			
Transaction Date	7/25/2014	First State Bank	10100	Total \$37.50
Refer	6723 LEAGUE OF MN CITIES INSURANC			
Cash Payment	E 211-471-47100-436 Insurance Deductibl	WC INSURANCE DEDUCTIBLE - BEVERLY HALL		\$185.98
Invoice 0200025331	7/1/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$185.98
Refer	6724 LEAGUE OF MN CITIES INSURANC			
Cash Payment	E 211-471-47100-436 Insurance Deductibl	INSURANCE DEDUCTIBLE - ARDIS CARRELS		\$19.81
Invoice C0026900	7/7/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$19.81
Refer	6826 LIBERTY TIRE RECYCLING			
Cash Payment	E 100-460-46100-385 Clean-Up Day Expe	TIRE RECYCLING - CLEAN UP DAY EXPENSE		\$442.46
Invoice 507482	7/19/2014			
Transaction Date	7/31/2014	First State Bank	10100	Total \$442.46
Refer	6736 MARLYS BENSON			
Cash Payment	R 100-34791 Park- Reservation Fees	PARK RESERVATION FEE - REIMBURSEMENT		\$25.00
Invoice	7/1/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$25.00
Refer	6735 MARY KLEES			
Cash Payment	R 100-34791 Park- Reservation Fees	PARK RESERVATION FEE - REIMBURSEMENT		\$45.00
Invoice	7/1/2014			
Transaction Date	7/23/2014	First State Bank	10100	Total \$45.00
Refer	6812 MOTOR PARTS & EQUIPMENT			
Cash Payment	E 100-430-43100-221 Equipment Maintena	STREETS - EQUIP MAINT		\$80.61
Invoice 241397	6/10/2014		Project 80.61	
Transaction Date	7/31/2014	First State Bank	10100	Total \$80.61
Refer	6780 MSA PROFESSIONAL SERVICES			
Cash Payment	E 100-410-41300-303 Engineering Fees	GENERAL ENGINEERING SERVICES		\$175.00
Invoice R13043001.0-18	7/17/2014			

Payments

Current Period: August 2014

Cash Payment	E 390-470-47000-303 Engineering Fees	2013 STREET PROJECT - ENGINEERING FEES		\$1,252.75
Invoice	R13043003.0-21	7/17/2014		
Cash Payment	E 397-470-47000-303 Engineering Fees	2014 STREET PROJECT		\$2,151.36
Invoice	R13043018.0-10	7/24/2014		
Transaction Date	7/25/2014	First State Bank	10100	Total \$3,579.11
Refer	6796 MYRON CORP			
Cash Payment	E 100-420-42500-581 Uniforms	AMBULANCE - UNIFORMS		\$136.20
Invoice	20246947	7/11/2014		
Transaction Date	7/30/2014	First State Bank	10100	Total \$136.20
Refer	6831 OLD DOMINION BRUSH			
Cash Payment	E 100-430-43100-529 STORM SEWER PR	STREETS - MAINTENANCE		\$316.89
Invoice	60763-IN	7/15/2014		
Transaction Date	7/31/2014	First State Bank	10100	Total \$316.89
Refer	6759 PAUL NOVAK			
Cash Payment	E 100-450-45300-308 Continuing Ed	POOL - TRAINING REIMBURSEMENT		\$35.00
Invoice		7/16/2014		
Transaction Date	7/23/2014	First State Bank	10100	Total \$35.00
Refer	6782 PETER D. EKSTRAND			
Cash Payment	E 100-410-41800-304 Legal Fees	MONTHLY RETAINER - JULY 2014		\$3,500.00
Invoice		7/28/2013		
Transaction Date	7/28/2014	First State Bank	10100	Total \$3,500.00
Refer	6816 PLUNKETT S PEST CONTROL			
Cash Payment	E 100-430-43100-219 General Supplies	STREETS - SUPPLIES		\$484.50
Invoice	3662445	7/1/2014		
Transaction Date	7/31/2014	First State Bank	10100	Total \$484.50
Refer	6792 POLY LOCK AND WINDOW REPAI			
Cash Payment	E 100-420-42500-223 Building Maint/Repai	AMBULANCE - BLDG MAINT		\$60.00
Invoice		7/15/2014		
Transaction Date	7/30/2014	First State Bank	10100	Total \$60.00
Refer	6814 PRAXAIR DISTRIBUTION, INC.			
Cash Payment	E 100-430-43100-215 Oxygen-Supplies	STREETS - OXYGEN		\$22.18
Invoice	99000006	6/27/2014		
Transaction Date	7/31/2014	First State Bank	10100	Total \$22.18
Refer	6825 RCM SPECIALTIES INC			
Cash Payment	E 100-430-43100-224 Street Maintenance	STREETS - STREET MAINTENANCE		\$421.29
Invoice	4356	7/10/2014		
Transaction Date	7/31/2014	First State Bank	10100	Total \$421.29
Refer	6777 ROCHESTER COMMUNITY & TECH			
Cash Payment	E 100-420-42100-308 Continuing Ed	POLICE - CONT ED E. CHRISTENSEN		\$150.00
Invoice	249068	7/10/2014		
Transaction Date	7/25/2014	First State Bank	10100	Total \$150.00
Refer	6829 ROCHESTER SAND & GRAVEL			
Cash Payment	E 100-430-43100-406 Street Maintenance	STREET MAINTENANCE		\$1,698.61
Invoice	4900011017	7/18/2014		

Payments

Current Period: August 2014

Cash Payment	E 100-430-43100-406 Street Maintenance	STREET MAINTENANCE		\$945.77
Invoice	4900010999	7/16/2014		
Cash Payment	E 100-430-43100-406 Street Maintenance	STREET MAINTENANCE		\$955.21
Invoice	4900010982	7/15/2014		
Transaction Date	7/31/2014	First State Bank	10100	Total \$3,599.59
Refer	6799 RUSS COMPLETE AUTO REPAIR			
Cash Payment	E 100-420-42500-221 Equipment Maintena	AMBULANCE - VEHICLE MAINT		\$211.04
Invoice	12187	7/1/2014		
Cash Payment	E 100-420-42500-221 Equipment Maintena	AMBULANCE - VEHICLE MAINT		\$208.40
Invoice	12186	7/1/2014		
Cash Payment	E 100-420-42500-221 Equipment Maintena	AMBULANCE - CREDIT		-\$6.95
Invoice	10939	7/1/2014		
Transaction Date	7/30/2014	First State Bank	10100	Total \$412.49
Refer	6803 SCHEEL S SUPERVALU			
Cash Payment	E 100-420-42500-206 Training Center Exp	AMBULANCE - TRAINING CENTER		\$8.51
Invoice	5652633	6/25/2014		
Transaction Date	7/30/2014	First State Bank	10100	Total \$8.51
Refer	6743 SCHEEL S SUPERVALU			
Cash Payment	E 100-410-41900-219 General Supplies	CITY HALL - SUPPLIES		\$8.64
Invoice	5654568	6/25/2014		
Transaction Date	7/23/2014	First State Bank	10100	Total \$8.64
Refer	6793 SE MINNESOTA EMS			
Cash Payment	E 100-420-42500-206 Training Center Exp	AMBULANCE - TRAINING		\$100.00
Invoice	11248	7/9/2014		
Cash Payment	E 100-420-42500-206 Training Center Exp	AMBULANCE - TRAINING		\$100.00
Invoice	11244	6/30/2014		
Transaction Date	7/30/2014	First State Bank	10100	Total \$200.00
Refer	6805 SEAN LATHROP			
Cash Payment	E 100-420-42500-219 General Supplies	AMBULANCE - SUPPLIES		\$71.21
Invoice		7/21/2014		
Cash Payment	E 100-420-42500-308 Continuing Ed	AMBULANCE - MILEAGE/MEAL		\$159.67
Invoice		7/21/2014		
Transaction Date	7/30/2014	First State Bank	10100	Total \$230.88
Refer	6760 SHANNON GARVIN			
Cash Payment	E 100-450-45100-308 Continuing Ed	POOL - TRAINING REIMBURSEMENT		\$90.00
Invoice		7/16/2014		
Transaction Date	7/23/2014	First State Bank	10100	Total \$90.00
Refer	6801 ST ELIZABETH S MEDICAL CENTE			
Cash Payment	E 100-420-42500-217 Medical Supplies	AMBULANCE - MEDICAL SUPPLIES		\$519.25
Invoice	310	6/30/2014		
Transaction Date	7/30/2014	First State Bank	10100	Total \$519.25
Refer	6779 STREICHER S			
Cash Payment	E 100-420-42100-581 Uniforms	POLICE - UNIFORMS		\$66.97
Invoice	I1099862	7/7/2014		
Cash Payment	E 100-420-42100-581 Uniforms	POLICE - UNIFORMS		\$289.96
Invoice	I1100115	7/8/2014		

Payments

Current Period: August 2014

Transaction Date	7/25/2014	First State Bank	10100	Total	\$356.93
Refer	6768 SUSAN SCHAMAUN - PETTY CASH				
Cash Payment	E 397-470-47000-322 Postage	POSTAGE- ASSESSMENT NOTICES			\$19.60
Invoice	7/23/2014				
Cash Payment	E 100-420-42300-322 Postage	POSTAGE - PLANNING COMMISSION PACKETS			\$9.80
Invoice	7/23/2014				
Cash Payment	E 100-410-41500-322 Postage	POSTAGE			\$19.60
Invoice	7/23/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$49.00
Refer	6809 TAPCO				
Cash Payment	E 100-420-42200-472 GRANTS	FIRE DEPT - RECEPTION CENTER			\$1,743.00
Invoice	132076 6/30/2014				
Transaction Date	7/31/2014	First State Bank	10100	Total	\$1,743.00
Refer	6832 TONY JOHNSON				
Cash Payment	E 100-430-43100-581 Uniforms	STREETS - BOOTS T JOHNSON			\$89.98
Invoice	7/12/2014				
Transaction Date	7/31/2014	First State Bank	10100	Total	\$89.98
Refer	6761 TRENTON OLSON				
Cash Payment	E 100-450-45300-308 Continuing Ed	POOL - TRAINING REIMBURSEMENT			\$90.00
Invoice	7/16/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$90.00
Refer	6773 UNIFORMS UNLIMITED				
Cash Payment	E 100-420-42100-581 Uniforms	POLICE - UNIFORMS			\$312.05
Invoice	210443 6/25/2014				
Cash Payment	E 100-420-42100-581 Uniforms	POLICE - UNIFORMS			-\$48.99
Invoice	191718 1/21/2014				
Cash Payment	E 100-420-42100-581 Uniforms	POLICE - UNIFORMS			\$43.50
Invoice	191726 1/21/2014				
Transaction Date	7/25/2014	First State Bank	10100	Total	\$306.56
Refer	6740 VALLEY PUBLICATIONS, INC.				
Cash Payment	E 100-410-41100-351 Legal Notice Publish	HEARING PROPOSED ASSESSMENT			\$82.45
Invoice	51469 6/11/2014				
Cash Payment	E 100-410-41100-351 Legal Notice Publish	BOARD OF APPEAL			\$43.65
Invoice	51469 6/11/2014				
Cash Payment	E 100-410-41100-351 Legal Notice Publish	CITY COUNCIL PROCEEDINGS 5/6/14			\$111.55
Invoice	51469 6/11/2014				
Cash Payment	E 100-410-41100-351 Legal Notice Publish	CITY COUNCIL PROCEEDINGS 5/19/14			\$43.65
Invoice	51469 6/11/2014				
Cash Payment	E 100-410-41100-351 Legal Notice Publish	HEARING PROPOSED ASSESSMENT			\$82.45
Invoice	51606 6/18/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$363.75
Refer	6807 VISA				
Cash Payment	E 100-450-45300-219 General Supplies	POOL SUPPLIES			\$144.75
Invoice	9119 6/25/2014				
Cash Payment	E 100-420-42100-219 General Supplies	POLICE - SUPPLIES			\$15.95
Invoice	9119 6/25/2014				

WABASHA, MN

07/31/14 11:08 AM

Page 11

Payments

Current Period: August 2014

Cash Payment	E 100-410-41500-330 Meeting Expense	MEETING EXPENSE	\$34.81
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42500-219 General Supplies	AMBULANCE - SUPPLIES	\$129.99
Invoice 9119	6/25/2014		
Cash Payment	E 100-450-45100-219 General Supplies	PARKS - SUPPLIES	\$66.95
Invoice 9119	6/25/2014		
Cash Payment	E 100-450-45300-581 Uniforms	POOL UNIFORMS	\$246.64
Invoice 9119	6/25/2014		
Cash Payment	E 100-410-41500-312 Computer Support	CITY - EMAIL EXCHANGE	\$56.00
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42500-200 Office Supplies	AMBULANCE - OFFICE SUPPLIES	\$32.75
Invoice 9119	6/25/2014		
Cash Payment	E 100-410-41500-200 Office Supplies	CITY - OFFICE SUPPLIES	\$35.00
Invoice 9119	6/25/2014		
Cash Payment	E 100-450-45100-219 General Supplies	POOL - SUPPLIES	\$26.36
Invoice 9119	6/25/2014		
Cash Payment	E 100-450-45300-219 General Supplies	POOL - SUPPLIES	\$26.44
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42200-472 GRANTS	FIRE DEPT - VESTS (RECEPTION CENTER	\$17.97
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42100-581 Uniforms	POLICE - UNIFORMS	\$170.97
Invoice 9119	6/25/2014		
Cash Payment	E 100-410-41900-219 General Supplies	CITY HALL - SUPPLIES	\$21.75
Invoice 9119	6/25/2014		
Cash Payment	E 100-410-41900-219 General Supplies	CITY HALL - SUPPLIES	\$27.07
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42500-433 Dues and Subscripti	AMBULANCE - MEMBERSHIP	\$31.00
Invoice 9119	6/25/2014		
Cash Payment	E 100-410-41900-558 COMPUTER REPLA	COMPUTER REPLACEMENT	\$1,543.24
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42100-200 Office Supplies	POLICE - OFFICE SUPPLIES	\$22.41
Invoice 9119	6/25/2014		
Cash Payment	E 100-410-41500-433 Dues and Subscripti	MEMBERSHIP FEE	\$99.00
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42100-581 Uniforms	POLICE - UNIFORMS	\$107.96
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42500-570 Office Equipment &	AMBULANCE - OFFICE EQUIPMENT	\$188.51
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42500-472 GRANTS	AMBULANCE - RECEPTION CENTER EXPENSE	\$66.62
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42500-472 GRANTS	AMBULANCE - RECEPTION CENTER EXPENSE	\$13.84
Invoice 9119	6/25/2014		
Cash Payment	E 100-410-41900-558 COMPUTER REPLA	COMPUTER REPLACEMENT	\$427.44
Invoice 9119	6/25/2014		
Cash Payment	E 100-450-45100-200 Office Supplies	PARKS - CAMPGROUND SUPPLIES	\$19.48
Invoice 9119	6/25/2014		
Cash Payment	E 100-420-42100-581 Uniforms	POLICE - UNIFORMS	\$42.92
Invoice 9119	6/25/2014		

Payments

Current Period: August 2014

Cash Payment	E 100-420-42500-219 General Supplies	AMBULANCE - SUPPLIES		\$60.06
Invoice	9119	6/25/2014		
Cash Payment	E 100-410-41500-200 Office Supplies	CITY - OFFICE SUPPLIES - PAPER		\$105.17
Invoice	9119	6/25/2014		
Cash Payment	E 100-410-41500-219 General Supplies	CITY HALL SUPPLIES		\$24.67
Invoice	9119	6/25/2014		
Transaction Date	7/31/2014	First State Bank	10100	Total \$3,805.72
Refer	6748 VISION DESIGN GROUP			
Cash Payment	E 100-410-41500-320 Internet/Website Ser	WEBSITE HOSTING		\$35.00
Invoice	28141	7/1/2014		
Transaction Date	7/23/2014	First State Bank	10100	Total \$35.00
Refer	6742 WABASHA COUNTY D. A. C.			
Cash Payment	E 100-410-41900-313 Cleaning Services	CITY HALL CLEANING SERVICE		\$210.47
Invoice	898	6/30/2014		
Transaction Date	7/23/2014	First State Bank	10100	Total \$210.47
Refer	6778 WABASHA COUNTY HIGHWAY DE			
Cash Payment	E 100-420-42100-212 Motor Fuels	POLICE - GAS		\$1,841.29
Invoice	2014-096	6/30/2014		
Cash Payment	E 100-420-42500-212 Motor Fuels	AMBULANCE - GAS		\$81.32
Invoice	2014-099	6/30/2014		
Transaction Date	7/25/2014	First State Bank	10100	Total \$1,922.61
Refer	6827 WABASHA COUNTY HIGHWAY DE			
Cash Payment	E 100-430-43100-212 Motor Fuels	STREETS - GAS		\$269.46
Invoice	2014-097	6/30/2014		
Transaction Date	7/31/2014	First State Bank	10100	Total \$269.46
Refer	6765 WABASHA COUNTY HIGHWAY DE			
Cash Payment	E 100-450-45100-212 Motor Fuels	PARKS - GAS		\$285.41
Invoice	2014-098	6/30/2014		
Transaction Date	7/23/2014	First State Bank	10100	Total \$285.41
Refer	6728 WABASHA COUNTY RECORDER			
Cash Payment	E 100-420-42300-316 Recorder Fees	RECORD LOT SPLIT - FRANCES KLEIN		\$46.00
Invoice	201400000947	7/1/2014		
Transaction Date	7/23/2014	First State Bank	10100	Total \$46.00
Refer	6745 WABASHA COUNTY RECORDER			
Cash Payment	E 100-420-42300-316 Recorder Fees	RECORD JIM ROEMER LOT SPLIT/VARIANCE		\$92.00
Invoice	201400000835	6/16/2014		
Transaction Date	7/23/2014	First State Bank	10100	Total \$92.00
Refer	6776 WABASHA COUNTY SHERIFF S DE			
Cash Payment	E 100-420-42100-321 Telephone	POLICE - LONG DISTANCE		\$0.36
Invoice		7/2/2014		
Cash Payment	E 100-420-42100-321 Telephone	POLICE - LONG DISTANCE		\$0.63
Invoice		7/30/2014		
Transaction Date	7/25/2014	First State Bank	10100	Total \$0.99
Refer	6747 WABASHA COUNTY SHERIFF S DE			
Cash Payment	E 100-420-42100-412 Building Rent	POLICE -MONTHLY LEASE (AUGUST)		\$500.00
Invoice	2014-WCSO-43	6/30/2014		

WABASHA, MN

07/31/14 11:08 AM

Page 13

Payments

Current Period: August 2014

Transaction Date	7/23/2014	First State Bank	10100	Total	\$500.00
Refer	6739 WABASHA KELLOGG SOFTBALL A				
Cash Payment	E 100-490-45400-490 Donations	JIM & RITA FOX DONATION			\$300.00
Invoice	7/1/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$300.00
Refer	6755 WABASHA ROTARY				
Cash Payment	E 100-410-41500-433 Dues and Subscripti	ROTARY - DUES/MEMBERSHIP			\$300.00
Invoice	438 7/17/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$300.00
Refer	6819 WABASHA RUBBISH REMOVAL				
Cash Payment	E 100-410-41900-384 Refuse Disposal	CITY HALL TRASH			\$70.20
Invoice	100812 6/30/2014				
Cash Payment	E 100-430-43100-384 Refuse Disposal	STREETS - TRASH			\$332.28
Invoice	100812 6/30/2014				
Cash Payment	E 100-460-46100-385 Clean-Up Day Expe	CLEAN UP DAY EXPENSE			\$512.34
Invoice	100812 6/30/2014				
Transaction Date	7/31/2014	First State Bank	10100	Total	\$914.82
Refer	6784 WABASHA TOWING & SERVICE ST				
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE - TOW FEES			\$105.00
Invoice	27 7/9/2014				
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE - TOW FEES			\$130.00
Invoice	29 6/30/2014				
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE - TOW FEES			\$105.00
Invoice	40 7/9/2014				
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE - TOW FEES			\$105.00
Invoice	23 7/16/2014				
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE - TOW FEES			\$130.00
Invoice	20 7/22/2014				
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE - TOW FEES			\$105.00
Invoice	01 7/29/2014				
Cash Payment	E 100-420-42100-325 Towing Expenses	POLICE - TOW FEES			\$105.00
Invoice	19 7/29/2014				
Transaction Date	7/28/2014	First State Bank	10100	Total	\$785.00
Refer	6746 WSB				
Cash Payment	E 100-420-42300-311 Contractor Fees	PLANNING SERVICES			\$4,150.00
Invoice	02509-000-7 6/20/2014				
Cash Payment	E 100-420-42300-311 Contractor Fees	PLANNING SERVICES			\$4,150.00
Invoice	02509-000-8 7/21/2014				
Transaction Date	7/23/2014	First State Bank	10100	Total	\$8,300.00
Refer	6789 XCEL ENERGY				
Cash Payment	E 100-420-42200-381 Electric/Gas Utility	FIRE SIREN			\$3.84
Invoice	51-6952572-4 7/22/2014				
Cash Payment	E 100-420-42200-381 Electric/Gas Utility	FIRE SIREN			\$3.58
Invoice	51-7015478-4 7/23/2014				
Transaction Date	7/30/2014	First State Bank	10100	Total	\$7.42
Refer	6810 ZEP MANUFACTURING COMPANY				

Payments

Current Period: August 2014

Cash Payment	E 100-420-42200-219 General Supplies	FIRE DEPT - SUPPLIES		\$106.12
Invoice	9001031027	6/19/2014		
Transaction Date	7/31/2014	First State Bank	10100	<u>Total</u> \$106.12

Fund Summary

	10100 First State Bank	
100 General Fund		\$66,190.30
211 Library General Operating		\$205.79
390 2013 St Proj Bond Const Fund		\$1,252.75
397 2014 Street Project		\$2,170.96
		<u>\$69,819.80</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$69,819.80
Total	<u>\$69,819.80</u>

<p>MEETING DATE</p> <p>08-05-2014</p>	<p>AGENDA ITEM SUMMARY</p>	<p>ITEM NUMBER</p> <p>8.3</p>
<p>ITEM TITLE:</p> <p style="text-align: center;">WABASHA-KELLOGG CHAMBER OF COMMERCE PERMIT APPLICATION FOR EXEMPT PERMIT FOR RAFFLE FOR SEPTOBERFEST</p>		
<p>REQUESTED BY:</p> <p style="text-align: center;">WABASHA-KELLOGG CHAMBER</p>	<p>DEPARTMENT:</p>	
<p>PURPOSE: Raffle Application for Septoberfest.</p>		
<p>ITEM SUMMARY: Please see attached application for a Raffle for Septoberfest, drawing to be held on September 20, 2014.</p>		
<p>REFERENCE DOCUMENTS:</p>		
<p>COMMITTEE RECOMMENDATION:</p>		
<p>STAFF RECOMMENDATION:</p>		
<p>ACTION REQUIRED: A MOTION to approve the Application for Exempt Permit for a Raffle from the Wabasha-Kellogg Chamber for Septemferfest with the drawing on September 20, 2014.</p>		

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
 - conducts lawful gambling on five or fewer days, and
 - awards less than \$50,000 in prizes during a calendar year.
 If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.

Application fee (non refundable)

If application is postmarked or received 30 days or more before the event **\$50**; otherwise **\$100**.

ORGANIZATION INFORMATION

Organization name **Wabasha- Kellogg Chamber** Previous gambling permit number **79012**

Minnesota tax ID number, if any **3254016** Federal employer ID number (FEIN), if any **41-1449896**

Type of nonprofit organization. Check one.

Fraternal Religious Veterans Other nonprofit organization

Mailing address **PO Box 105** City **Wabasha** State **MN** Zip code **55981** County **Wabasha**

Name of chief executive officer [CEO] **Brian Fries** Daytime phone number **651-565-4158** E-mail address **director@wabashamn.org**

NONPROFIT STATUS

Attach a copy of ONE of the following for proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.

Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
 Phone: 651-296-2803

IRS income tax exemption [501(c)] letter in your organization's name.

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]

If your organization falls under a parent organization, attach copies of **both** of the following:
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.

~~Wabasha-Kellogg Chamber of Commerce~~ *Heritage Park - under Bridge*

Address [do not use PO box] **137 West Main Street** City or township **Wabasha** Zip code **55981** County **Wabasha**

Date[s] of activity. For raffles, indicate the date of the drawing.

September 20

Check each type of gambling activity that your organization will conduct.

Bingo* Raffle [total value of raffle prizes awarded for year \$_____] Paddlewheels* Pull-tabs* Tipboards*

***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

**CITY APPROVAL
for a gambling premises
located within city limits**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days [60 days for a 1st class city].
- The application is denied.

Print city name _____

Signature of city personnel _____

Title _____ Date _____

Local unit of government must sign

**COUNTY APPROVAL
for a gambling premises
located in a township**

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name _____

Signature of county personnel _____

Title _____ Date _____

TOWNSHIP. If required by the county.

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits.

[A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166.]

Print township name _____

Signature of township officer _____

Title _____ Date _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief executive officer's signature _____ Date _____

Print name Brian Fries

REQUIREMENTS

Complete a separate application for:

- all non-consecutive days, or
- all gambling conducted on one day (at multiple locations).

Send application with:

- a copy of your proof of nonprofit status, and
- application fee (non refundable). Make check payable to "State of Minnesota."

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be included with your permit, or use the online fill-in form available at www.gcb.state.mn.us.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney

General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

<p>MEETING DATE</p> <p>08-05-2014</p>	<p>AGENDA ITEM SUMMARY</p>	<p>ITEM NUMBER</p> <p>8.4</p>
<p>ITEM TITLE:</p> <p style="text-align: center;">PERA RESOLUTION FOR PART-TIME POLICE</p>		
<p>REQUESTED BY:</p> <p style="text-align: center;">CITY CLERK</p>	<p>DEPARTMENT:</p>	
<p>PURPOSE:</p>		
<p>ITEM SUMMARY:</p> <p>Due to PERA requirements, part-time Police Officer Robert Venz must be enrolled in PERA. The requirement is earning more than \$425 in a single month.</p>		
<p>REFERENCE DOCUMENTS: 1) Resolution</p>		
<p>COMMITTEE RECOMMENDATION:</p>		
<p>STAFF RECOMMENDATION:</p>		
<p>ACTION REQUIRED:</p>		

RESOLUTION # -2014

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the City Council of the City of Wabasha hereby declares that the position of Part-time Police Officer, currently held by **Robert Venz**, meets all of the following Police and Fire Protection membership requirements.

1. Said position requires a license by the Minnesota Peace Officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

STATE OF MINNESOTA

COUNTY OF WABASHA

I, Susan Schamaun, clerk of the City of Wabasha, do hereby certify that this is a true and correct transcript of the resolution that was adopted at a meeting held on the 5th day of August, 2014; the original of which is on file in this office. I further certify that members voted in favor of this resolution and that 7 members were present and voting.

Signed: _____ Date: _____

<p>MEETING DATE 08-05-2014</p>	<p>AGENDA ITEM SUMMARY</p>	<p>ITEM NUMBER 8.5</p>
<p>ITEM TITLE: School Resource Officer Contract</p>		
<p>REQUESTED BY: Police Chief Warren</p>	<p>DEPARTMENT: Police Dept.</p>	
<p>PURPOSE: To review and approve the School Resource Officer contract.</p>		
<p>ITEM SUMMARY: The School Resource Officer contract is up for renewal.</p> <p>This contract is for one year and will be reviewed next year at this same time. The term of the contract is July 1, 2014 to June 30, 2015.</p> <p>City Attorney has reviewed and approves.</p>		
<p>REFERENCE DOCUMENTS:</p>		
<p>COMMITTEE RECOMMENDATION:</p>		
<p>STAFF RECOMMENDATION:</p>		
<p>ACTION REQUIRED:</p>		

**CONTRACT FOR
LIAISON/SCHOOL RESOURCE OFFICER
BETWEEN THE CITY OF WABASHA, MN
AND
WABASHA-KELLOGG INDEPENDENT SCHOOL DISTRICT #811
OF WABASHA, MN**

THIS CONTRACT, dated the 16th day of July, 2014, between the City of Wabasha, MN, hereinafter referred to as the ("City"), and Wabasha-Kellogg Independent School District #811, hereinafter referred to as the ("District"), is entered into pursuant to the Minnesota Joint Powers Act, MS 471.59.

1. PURPOSE

This Contract is to address the need for the presence of law enforcement in and around the District, to provide instruction and law enforcement/school liaison service to the District, recognizing the following services:

- a. Promote crime prevention
- b. Investigate crimes and prevent criminal behavior
- c. Provide drug abuse education
- d. Coordinate activities, promote, develop and implement programs between the District, City and the Criminal Justice System.

2. OFFICER EMPLOYED BY THE CITY

The City shall assign in accordance with applicable state statutes, a law enforcement officer to serve as the Liaison/School Resource Officer (the "Officer") in the District. The selection of the Officer shall be made by the City. The City shall assume all obligations and payments with regard to Officer salaries and benefits including workers compensation, PERA, withholding taxes, etc. The District will reimburse the City as defined in Section #9 of the Contract.

3. TERM OF CONTRACT

The term of this Contract will be one (12) months from July 1, 2014 to June 30, 2015 unless terminated by either party as defined in this Contract.

4. ADMINISTRATION RESPONSIBILITIES

Law enforcement services rendered to the District shall be at the sole direction of the City. Standards of performance, discipline of the Officer assigned and other internal matters, shall be under the authority of the City. The District, however, shall participate in the planning and review of the Program.

5. LEVEL OF SERVICE

The Officer will respond to emergency calls within the City and attend police training and special duties as assigned by the City while fulfilling the requirements of this contract.

6. DUTIES OF THE OFFICER

Job Description of the Officer shall be cooperatively developed between the City and the District.

Latitude in scheduling of work hours will be allowed for the officer to meet the needs of the Contract.

7. CLOTHING, EQUIPMENT, SUPPLIES

The City will provide required clothing, uniforms, vehicle, necessary equipment and supplies for the Officer to perform law enforcement duties.

The District will provide the Officer with a private lockable office, telephone, and computer with e-mail access.

8. SCHOOL CALENDAR

The District shall provide the City with a school calendar. The Liaison/School Resource Officer services will be provided by the City for an amount of actual time that equals Ninety (90) Full Days (8 hours/day) while school is in session. Schedule will be mutually agreed upon between School District Administration and the Chief of Police.

9. DURATION AND COST

The Program costs shall include the salary and all bonus pay, holiday pay, Social Security & Medicare Taxes, PERA, group health insurance, AD&D, and workers compensation insurance for the Officer in each of the years for the term of this Contract.

The District shall pay to the City as its share of the Costs, the following:

Fiscal Year 2014

Safe School Levy Pay 13 – FY 2014 Revenues	\$ 22,406.40
Safe Schools Levy Adjustment – FY 2012	\$ (770.70)
Safe School Levy Total Payment for School Resource Officer	\$ 21,635.70

School District Fund One – General Fund	\$ 3,364.30
Total for Purchase of School Resource Officer Services	\$ 25,000.00

Note: Levy adjustments calculated by the Minnesota Department of Education will be monitored and reflected in the final amount to be paid to the City of Wabasha as they become published in future Levy Certification Reports.

10. TERMINATION

Either party may terminate this Contract upon 180 days written notice of such termination to the other party.

11. INTERPRETATION

This Contract shall be interpreted under the laws of the State of Minnesota and any provision hereof, that is invalidated by a Court having jurisdiction therein, shall not invalidate the remaining terms and conditions of this Contract.

IN WITNESS WHEREOF, this Contract has been duly approved and executed by the governing bodies of the City and District, and the duly constituted officers thereof, on the day and year first above written.

CITY OF WABASHA, MN

BY: _____
Rollin Hall, Mayor

WABASHA-KELLOGG INDEPENDENT SCHOOL DISTRICT #811

BY: _____
Roland Kallstrom, Chair

BY: _____
Rita Rabehl, Clerk/Treasurer

MEETING DATE 08-05-2014	AGENDA ITEM SUMMARY	ITEM NUMBER 8.6
ITEM TITLE: ON-SALE LIQUOR LICENSE APPLICATION: LOS PORTALES MEXICAN RESTAURANT – 119 PEMBROKE AVENUE		
REQUESTED BY: Mr. Sanches Alfredo – Luzma LLC	DEPARTMENT:	
PURPOSE:		
ITEM SUMMARY: Mr. Sanches Alfredo has applied for an On-Sale Liquor License in his new restaurant, Los Portales Mexican Restaurant, located at 119 Pembroke Avenue.		
REFERENCE DOCUMENTS: 1) Application		
COMMITTEE RECOMMENDATION:		
STAFF RECOMMENDATION:		
ACTION REQUIRED:		



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
 444 Cedar Street, Suite 222, St. Paul, MN 55101-5133
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:
 1) City issued on sale intoxicating and Sunday liquor licenses
 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Wabasha License Period From: 8-2014 To: 7-1-2015

Circle One: New License License Transfer _____ Suspension _____ Revocation _____ Cancel _____
(former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Luzma LLC DOB 8/27/71 Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name Los Portales Business Address 119 Pembroke City Wabasha

Zip Code 55981 County Wabasha Business Phone 651-568-0013 Home Phone _____

Home Address 607 Madison St City Pella IA Licensee's MN Tax ID # 3617564
(To Apply call 651-296-6181)

Licensee's Federal Tax ID # 47-1210591
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Alfredo Sanchez 953-87-1076 607 Madison St
 Partner/Officer Name (First Middle Last) DOB Social Security # Home Address

 (Partner/Officer Name (First Middle Last) DOB Social Security # Home Address

 Partner/Officer Name (First Middle Last) DOB Social Security # Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: Auto Owners Insurance Policy # 08173519

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.
 City Clerk or County Auditor Signature _____ Date _____
(title)

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at www.dps.state.mn.us.

<p>MEETING DATE</p> <p>08-05-2014</p>	<p>AGENDA ITEM SUMMARY</p>	<p>ITEM NUMBER</p> <p>10.1</p>
<p>ITEM TITLE:</p> <p style="text-align: center;">2014 STREET IMPROVEMENTS</p>		
<p>REQUESTED BY:</p> <p style="text-align: center;">BOLTON & MENK, INC.</p>	<p>DEPARTMENT:</p> <p style="text-align: center;">CITY ENGINEER</p>	
<p>PURPOSE: Actions necessary to move forward with project.</p>		
<p>ITEM SUMMARY:</p> <p>Change Order No. 3 for 2014 Street Project</p> <ul style="list-style-type: none"> • Clarifies Bolton & Menk serving as the City's representative & engineer for project implementation • Adds Bolton & Menk as an additional insured for the project • Extends project substantial and final completion dates to 9/5/14 and 9/12/14 respectively. (This change is for the purpose of allowing addn. time to complete sanitary sewer work which has been delayed due to high river levels.) <p>Also, a Resolution is attached amending the assessment roll for the 2014 Street Project.</p>		
<p>REFERENCE DOCUMENTS: 1) Change Order No. 3 2) Resolution amending the assessment roll</p>		
<p>COMMITTEE RECOMMENDATION:</p>		
<p>STAFF RECOMMENDATION:</p>		
<p>ACTION REQUIRED: A Motion to approve Change Order No. 3 and the Resolution Amending the Assessment Roll for the 2014 Street Project as presented.</p>		



BOLTON & MENK, INC.®

Consulting Engineers & Surveyors

2778 Commerce Drive NW • Suite C • Rochester, MN 55901

Phone (507) 208-4332 • FAX (507) 208-4155

www.bolton-menk.com

MEMORANDUM

Date: August 4, 2014
To: Mayor and City Council
City of Wabasha
From: Brian P. Malm, P.E. – City Engineer
Subject: City Engineer Update
Project No.: H19.108599

2014 Street Improvement Project

Following the City Council's approval of our selection as City Engineer at the July 1, 2014 meeting, we began working with City staff to become familiar with the project. We are now fully up to speed on the project and have begun work.

The Contractor began work on the project on Wednesday, July 30th with the sanitary sewer work at the intersection of 4th Street and Shields Avenue. They are currently expected to begin milling on or about August 13th with paving to follow. Two newsletters have been sent out to residents along the project updating them on the status of the project and providing contact information for questions.

5th Grant and Maiden Sewer Extension

Prepared plans and MPCA sewer extension permit application for the proposed sewer extension to three properties along 5th Grant Boulevard (631 and 635 Grant and 404 Church). This work is being coordinated with the 2014 Street Improvement project to ensure that the sewer connection is completed prior to paving on Maiden Avenue.

Other

We attended the Street Commission and Utility Commission meetings on July 29th. Our water/wastewater engineer, Kris Swanson, was in attendance and had the chance to tour the wastewater plant with Pat Mueller. From these meetings, we have a few action items that we will be working with City staff on, including taking over the Well No. 3 project.



July 18, 2014

2014 Street Improvements Project Newsletter

Construction includes:

- *Pavement Milling*
- *Bituminous Pavement Overlay*
- *Sanitary Sewer work at the 4th Street/Shields Avenue Intersection*

Construction schedule:

- *Start: July 23rd*
- *Finish: August 15th*



Bolton & Menk, Inc.
Phone: 507-208-4332

Brian Malm, P.E.
Wabasha City Engineer
Cell: 507-381-7511
brianma@bolton-menk.com

Rick Burmeister
Construction Representative
Cell Phone: 507-993-7175
rickbu@bolton-menk.com

PROJECT INTRODUCTION

As you know, the City of Wabasha is undertaking a construction project to improve the pavement along portions of the following city streets:

- 6th Street West
- 5th Street West
- 4th Street West
- 3rd Street West
- Cratte Avenue
- Shields Avenue
- Maiden Avenue
- Prospect Avenue

The project includes milling the existing bituminous (asphalt) pavement and the construction of a bituminous (asphalt) pavement overlay. The project also includes sanitary sewer replacement work at the intersection of 4th Street West and Shields Avenue.

PROJECT TIMELINE

Competitive bids for the work were received on April 17, 2014 and the project was awarded to Rochester Sand and Gravel from Rochester, Minnesota on June 3, 2014.

Rochester Sand and Gravel is currently scheduled to begin work on or after July 23, 2014. The contract completion date for the work is August 15, 2014. It is expected that Rochester Sand and Gravel will meet the completion date assuming that groundwater levels due to high river levels do not delay the sanitary sewer work at the intersection of 4th Street and Shields Avenue.

PRIVATE UTILITIES

Xcel Energy has been completing gas line work in the project area and it is expected that this work will be completed within the next week. This work is not under the direction or supervision of the City but it is necessary to coordinate the work with the proposed pavement improvements.

PARKING AND ACCESS

During the milling and paving operations parking along the project streets will be restricted and access to driveways will be limited at times. We apologize for the inconvenience that this will cause, but ask that you comply with parking restrictions and construction signage as it will help the project move more smoothly.

CONTACTS

If you have questions or concerns at any time, please contact Brian Malm or Rick Burmeister at the phone numbers or email addresses listed to the left.



July 24, 2014

2014 Street Improvements Project Newsletter

Construction includes:

- *Pavement Milling*
- *Bituminous Pavement Overlay*
- *Sanitary Sewer work at the 4th Street/Shields Avenue Intersection*



Bolton & Menk, Inc.
Phone: 507-208-4332

Brian Malm, P.E.
Wabasha City Engineer
Cell: 507-381-7511
brianma@bolton-menk.com

Rick Burmeister
Construction Representative
Cell Phone: 507-993-7175
rickbu@bolton-menk.com

PROJECT TIMELINE UPDATE

The planned start date for construction has been delayed. Rochester Sand and Gravel now plans to begin the sanitary sewer work at the intersection of 4th Street and Shields Avenue mid-next week or the beginning of the following week. They tentatively plan to begin pavement milling on or about August 13th.

PARKING AND ACCESS

During the milling and paving operations parking along the project streets will be restricted and access to driveways will be limited at times. We apologize for the inconvenience that this will cause, but ask that you comply with parking restrictions and construction signage as it will help the project move more smoothly.

CONTACTS

If you have questions or concerns at any time, please contact Brian Malm or Rick Burmeister at the phone numbers or email addresses listed to the left.



BOLTON & MENK, INC.[®]

Consulting Engineers & Surveyors

2778 Commerce Drive NW • Suite C • Rochester, MN 55901

Phone (507) 208-4332 • FAX (507) 208-4155

www.bolton-menk.com

MEMORANDUM

Date: July 30, 2014
To: Mayor and City Council
City of Wabasha
From: Brian P. Malm, P.E. – City Engineer
Subject: Change Order No. 3
2014 Street Improvements
Project No.: H19.108600

Background:

The 2014 Street Improvement project was awarded to Rochester Sand and Gravel at the June 3, 2014 City Council meeting. The awarded Contract amount was \$551,814.50. The award was made contingent on the approval of Change Order No. 1, which incorporated cost savings measures into the project, which reduced the Contract amount to \$349,188. Due to the cost savings achieved through Change Order No. 1, the City also approved Change Order No. 2, which added Church Street to the project and brought the Contract amount to \$397,928. Change Order No.'s 1 and 2 were both approved at the June 3rd meeting.

At the July 1, 2014 City Council meeting, the City Council approved hiring Bolton & Menk, Inc. as the City Engineer and directed us to take over Contract Administration and Construction Observation for the 2014 Street Improvement project.

Change Order No. 3

The attached Change Order No. 3 addresses the following items related to the 2014 Street Improvement Project.

1. Modifies the City's Contract with Rochester Sand and Gravel to clarify that Bolton & Menk, Inc. will act as the City's representative and the designated engineer for the completion of the project. This provision is necessary for us to have the proper authority to be involved with the completion of the project.
2. Adds Bolton & Menk, Inc. as an additional insured under the Contractor's insurance policy for the project. The City of Wabasha and MSA Professional Services are already named as additional insureds under the Contract. This is a necessary provision for us to be involved in the completion of the project.
3. Modifies the Substantial Completion date to 9/5/14 and the Ready for Final Payment date to 9/12/14. This is necessary due to the fact that the sanitary sewer work on the project was



delayed due to high river and groundwater levels. This will also allow time for the City to complete a sanitary sewer connection at 5th Street and Maiden Avenue prior to paving.

4. Reduces the Contract unit price for sanitary sewer chimney seals by \$55/each, which results in a total savings of \$550. Chimney seals are devices that prevent groundwater infiltration in the upper section of the sanitary sewer manholes. The specifications for the project required a specific type of chimney seal. After discussion with City staff, it was determined that the type of chimney seal should be changed to a different type that we believe will perform better for a lower cost.

Requested Action

Pass a resolution approving the attached Change Order No. 3.

CHANGE ORDER

No. 3

Date of Issuance: 8/5/14 Effective Date: 8/5/14

Project: 2014 Street Improvements	Owner: City of Wabasha	Owner's Contract No.:
Contract: 2014 Street Improvements		Date of Contract: 6/03/14
Contractor: Rochester Sand and Gravel		Engineer's Project No.: H19.108600

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

Description:

- Paragraph 3.01 of Document 00 52 00 – Agreement is hereby modified to read as follows: “The Project has been designed by MSA Professional Service, Inc., 60 Plato Blvd East, Suite 140, St. Paul, MN 55107-1835. Bolton & Menk, Inc., 2778 Commerce Drive NW, Suite C, Rochester, MN 55901, is to act as the Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in Contract Documents in connection with completion of the Work in accordance with the Contract Documents.”
- Document 00 73 00 – Supplementary Conditions is hereby modified to add the following paragraph SC-“c. Bolton & Menk, Inc.” This provision adds Bolton & Menk, Inc. as an additional insured for the project.
- The substantial completion date for the project is hereby changed to 9/5/14. The ready for final payment date for the project is hereby changed to 9/12/14.
- The unit price for Contract Item 27-Chimney Seal is modified from \$280/each to \$225/each.

Attachments (list documents supporting change):

None

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$551,814.50

Decrease from previously approved Change Orders No. 0 to No. 2:

\$153,886.50

Contract Price prior to this Change Order:

\$397,928.00

Decrease of this Change Order:

\$550.00

Contract Price incorporating this Change

\$397,378.00

CHANGE IN CONTRACT TIMES:

Original Contract Times: Working days Calendar date

Substantial completion (days or date): 8/15/14

Ready for final payment (days or date): 8/29/14

Increase from previously approved Change Orders No. 0 to No. 2:

Substantial completion (days): 0

Ready for final payment (days): 0

Contract Times prior to this Change Order:

Substantial completion (days or date): 8/15/14

Ready for final payment (days or date): 8/29/14

Increase of this Change Order:

Substantial completion (days or date): 21 days

Ready for final payment (days or date): 14 days

Contract Times with all approved Change Orders:

Substantial completion (days or date): 9/5/14

Ready for final payment (days or date): 9/12/14

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: _____
Engineer (Authorized Signature)

By: _____
Owner (Authorized Signature)

By: _____
Contractor (Authorized Signature)

Date: _____

Date: _____

Date: _____

Approved by Funding Agency (if applicable): _____

Date: _____

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: _____
Engineer (Authorized Signature)

By: _____
Owner (Authorized Signature)

By: _____
Contractor (Authorized Signature)

Date: _____

Date: _____

Date: _____

Approved by Funding Agency (if applicable): _____

Date: _____

RESOLUTION NO. XX-XX

REMOVING ASSESSMENT FOR 2014 STREET IMPROVEMENT

PROJECT FOR PARCEL NUMBER 27.00495.00

WHEREAS, an assessment in the amount of \$1,250.00 was included on the assessment roll adopted on June 3, 2014 for parcel number 27.00495.00, 805 5th Street West; and

WHEREAS, this parcel does not abut the project, will not receive benefit as a result of the improvement, and should not have been included on the assessment roll.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Wabasha, Minnesota that the assessment for this parcel in the amount of \$1,250.00 be removed from the assessment roll for the 2014 Street Improvement Project.

Adopted by the Wabasha City Council this 5th Day of August, 2014

Rollin Hall, Mayor

ATTEST:

Sue Schamaun, City Clerk

MEETING DATE 08-05-2014	<h1>AGENDA ITEM SUMMARY</h1>	ITEM NUMBER <h1>10.2</h1>
ITEM TITLE: <h2 style="text-align: center;">WABASHA COMMUNITY CENTER PRESENTATION</h2>		
REQUESTED BY: WABASHA CHAMBER	DEPARTMENT:	
PURPOSE:		
ITEM SUMMARY: The Wabasha Chamber and other community members have given a presentation to the Wabasha Port Authority on a proposed Community Center using the City's building located on Second Street and otherwise known as the Transfer Building. Please refer to the attached information.		
REFERENCE DOCUMENTS: 1) Letter from Victoria Moore, President of the Wabasha Port Authority 2) Wabasha Community Center Presentation material		
COMMITTEE RECOMMENDATION: The Wabasha Port Authority recommends the City Council lease the property located on Second Street to the Wabasha Chamber on lease terms favorable to both parties.		
STAFF RECOMMENDATION:		
ACTION REQUIRED:		



Port Authority and
Development Agency
P.O. Box 268
Wabasha, MN 55981
(651) 565-4598
Fax 565-4569

July 28, 2014

Mayor Rollin Hall
Wabasha City Council
900 Hiawatha Drive East
Wabasha, MN 55981

Members

Vicki Moore, President
Rolf Thompson, Vice-Pres.
Mark Jarstad, Treasurer
Jon Lineweaver
Charles Bricher
Marty Wilson
Mayor, Rollin Hall

Dear Mayor Hall and Council Members:

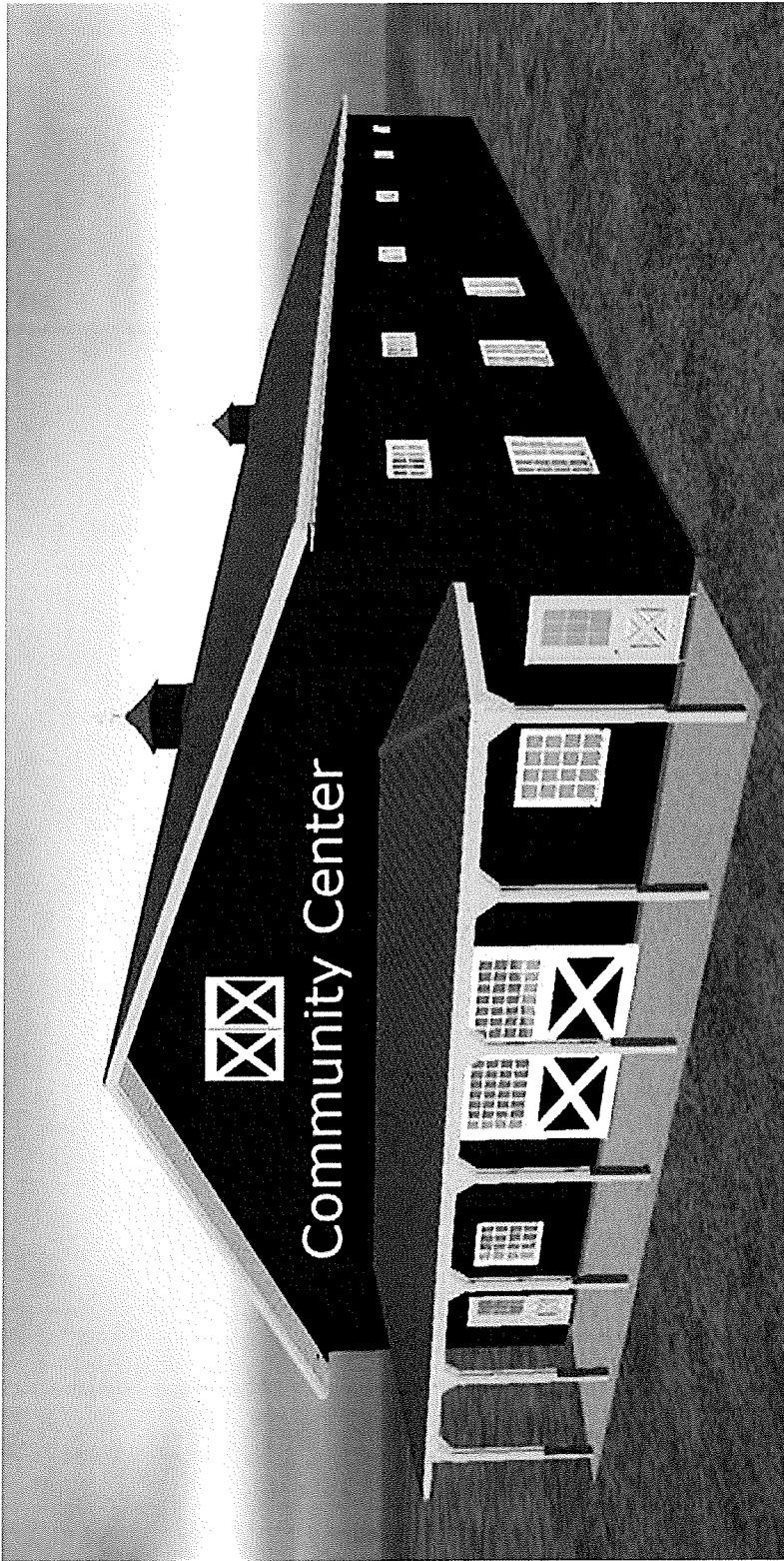
At its meeting on July 8, 2014, the Wabasha Port Authority and Development Agency heard a presentation from the Wabasha Chamber and other members of the Wabasha community regarding the use of the Transfer Building property on Second Street as a possible community center. The group proposed that the property be leased by the City to the Chamber on a long-term, zero cost basis and that the Chamber would raise the funds necessary to construct a year-round venue for community events including Grandpa's Barn. The new building would also house the Chamber of Commerce offices and public restrooms. It was agreed that any lease would need to contemplate the rights and responsibilities of both parties should the Chamber be unable to raise sufficient funds to complete the proposed new building. After significant discussion, the Port Authority voted unanimously to recommend that the City Council lease the property to the Chamber on lease terms favorable to both parties.

Sincerely,

Victoria Moore
Wabasha Port Authority and Development Agency

Wabasha Community Center

“An asset for Wabasha for
generations to come”



Help us to envision a multi-purpose facility...

- Banquet Hall/Event Center for 300-400
- Events like Barn dances (e.g. Silver Star 5/31/15); Halloween Carnival, etc.
- Shows/fairs: quilters, antiques, etc.
- Home & Garden month during SOAR (March)
- Art Shows (RJAC?)
- Concerts in inclement weather
- Business retreats
- “Welcome to Wabasha” Visitor Center with Public Restrooms
- Office and home for Wabasha Chamber of Commerce/CVB
- Activity Center

Permanent home for “Grandpa’s Barn”

- 14,866 visitors came to Grandpa’s Barn in 2013
- 2014 projects 17,000 plus visitors
- Significant economic impact on Wabasha businesses- See letters of support
- Studies show each tourist dollar circulates five to seven times before leaving the community

Transfer Building = Best Option

- Three years of history and track record as venue for Grandpa's Barn
- Provides a downtown "bookend" with National Eagle Center for tourists
- Easy access and available parking
- Ideal location to maintain pedestrian traffic in the heart of our downtown

Proposal for Transfer Building

- Chamber of Commerce will lease the site from the City for long term @ \$1/year
- Chamber raises funds for and builds an approximately 9,000 plus square foot Community Center to replace the Transfer Building; City will own new building
- Triple Net Lease: Chamber pays insurance, utilities, repair/maintenance
- Chamber demolishes Glander Building and expands the parking on this lot

The Chamber will:

- Raise funds for construction (\$500,000):
 - Private investors
 - Public grants
 - In-kind labor and materials
- Manage and maintain the facility – City has no ongoing operating obligations, similar to arrangement with the National Eagle Center

Benefits to City

- No capital investment or operating costs (marketing commitment to Chamber continues at \$15,000)
- Multi-purpose community center replaces an aging, single-purpose pole barn
- Improved curb appeal on Second Street
- Public restrooms with no on-going operating expense
- 15-20 additional parking spaces
- Current steel structure would be dismantled, moved, & re-used by City
- Improvement/enhancement of a City-owned asset
- Tax free donations made to the Wabasha-Kellogg Foundation can be earmarked for the Community Center.

Recap of Benefits

Benefit	Estimated value to city
Public restrooms downtown <i>Cost estimate for city to construct</i>	\$120,000
Additional Parking <i>Glander building demolished and lot made for parking</i>	\$40,000
City Storage Facility <i>Dismantle, move and reconstruct current steel structure</i>	\$15,000
Management of Community Center and public bathroom <i>Handled by Chamber saving City each year</i>	\$20,000
City now has a Community Center <i>New Building and 2nd street has curb appeal</i>	Priceless
City has invested \$170,841.86 in current building <i>Asset is now worth</i>	\$500,000
Tax free donations made to the Wabasha-Kellogg Foundation <i>Can be earmarked for the Community Center.</i>	
Wabasha Port Authority has a member on the board <i>To oversee Community Center</i>	

Next Steps

- WPA endorsed the concept on 7/8/14 with a unanimous vote by all members present. Letter of endorsement attached.
- City Council to approve the concept and direct the city staff to draft up a contract.
- Chamber conducts analysis and fundraising feasibility
- Chamber finalizes financial *pro forma* and operational Business Plan
- Chamber develops architectural plans
- Desired construction to begin in November 1st, 2015 with completion on April 15th, 2016

<p>MEETING DATE 08-05-2014</p>	<p>AGENDA ITEM SUMMARY</p>	<p>ITEM NUMBER 10.3</p>
<p>ITEM TITLE: RESOLUTION REDUCING WABASHA BUSINESS PARK SPECIAL ASSESSMENTS</p>		
<p>REQUESTED BY: ADMINISTRATION</p>	<p>DEPARTMENT:</p>	
<p>PURPOSE:</p>		
<p>ITEM SUMMARY: City Administrator, Chad Springer, and the Port Authority had presented material at the April 15th Special meeting in reference to the Wabasha Business Park Special Assessments (250, 350 & 390 Commerce Street (Double G) properties). Council approved a reduced selling price and that was forwarded to the Wabasha County Auditor.</p>		
<p>REFERENCE DOCUMENTS: 1) Resolution</p>		
<p>COMMITTEE RECOMMENDATION:</p>		
<p>STAFF RECOMMENDATION:</p>		
<p>ACTION REQUIRED: A MOTION adopting the Resolution Reducing Special Assessments on Parcels R27.01306.00, Parcel R27.01307.00 and Parcel R27.01308.03 (250, 350 & 390 Commerce Street (Double G) properties) as presented.</p>		

RESOLUTION REDUCING SPECIAL ASSESSMENTS

Moved by Councilperson _____ to adopt the following Resolution:

WHEREAS, the three (3) Parcels listed below are in Tax Forfeiture Proceedings with Wabasha County; and

WHEREAS, the City of Wabasha has Special Assessments levied for Sewer and Water against said Parcels; and

WHEREAS, the City of Wabasha has agreed to reduce said Special Assessments to make said Parcels more saleable;

NOW, THEREFORE the City Council hereby agrees to reduce the Special Assessments on the following Parcels in the following amounts:

Parcel R27.01306.00 shall be reduced from \$95,575.71 TO \$50,101.00
(Lot 2, Block 2, Wabasha Business Park, 32-111-10)

Parcel R27.01307.00 shall be reduced from \$178,429.06 TO \$96,304.00
(Lot 3, Block 2, Wabasha Business Park, 32-111-10)

Parcel R27.01308.03 shall be reduced from \$54,476.96 TO \$38,206.00
(SEly 150' of Lot 4, Block 2, Wabasha Business Park, 32-111-10)

The Motion was seconded by Councilperson _____ and upon vote taken the said Resolution was adopted.

ADOPTED: _____

ATTEST: _____
City Clerk

Mayor

Wabasha Business Park Analysis

As of: April - 2014

"Double G" Lots

Parcel	Acres	Sq Feet	Assessments
R27.01306.00	1.77	77,101	\$ 95,575.71
R27.01307.00	3.4	148,104	\$ 178,429.06
R27.01308.03	1.35	58,806	\$ 54,476.96
Valuation Per County (Sale Price):			\$ 328,481.73

Parcel	Sale Price per Sq Foot	Assumed Tot/Sq Ft	Est Assessment Recovery:
R27.01306.00	\$ 27,000.00	\$ 1.00	\$ 50,101
Sale Price per Sq Foot:	\$ 0.35 per Sq Ft	\$ 1.25	\$ 69,376
		\$ 1.50	\$ 88,652
R27.01307.00	\$ 51,800.00	\$ 1.00	\$ 96,304
Sale Price per Sq Foot:	\$ 0.35 per Sq Ft	\$ 1.25	\$ 133,330
		\$ 1.50	\$ 170,356
R27.01308.00	\$ 20,600.00	\$ 1.00	\$ 38,206
Sale Price per Sq Foot:	\$ 0.35 per Sq Ft	\$ 1.25	\$ 52,908
		\$ 1.50	\$ 67,609

Impact of Sale:	City of Wabasha:	20% From Sale (no asmnt considered)	TIF Impact	Deficit
R27.01306.00	Sale price \$ 27,000	City Proceeds \$ 5,400	TIF District 6 \$ (305,914)	
	\$ 35,000	\$ 7,000	TIF District 7 \$ (7,041)	
	\$ 45,000	\$ 9,000	Estimated Tax Proceeds:	
	\$ 55,000	\$ 11,000	Est Mkt Value	Est Tax - Wab
R27.01307.00	Sale price \$ 51,800	City Proceeds \$ 10,360	\$ 250,000	\$ 3,141
	\$ 60,000	\$ 12,000	\$ 500,000	\$ 6,835
	\$ 70,000	\$ 14,000	\$ 1,000,000	\$ 14,225
	\$ 80,000	\$ 16,000	\$ 1,500,000	\$ 21,615
R27.01308.00	Sale price \$ 20,600	City Proceeds \$ 4,120	\$ 2,000,000	\$ 29,005
	\$ 25,000	\$ 5,000		
	\$ 30,000	\$ 6,000		
	\$ 40,000	\$ 8,000		

MEETING DATE 08-05-2014	AGENDA ITEM SUMMARY	ITEM NUMBER 10.4
ITEM TITLE: <p style="text-align: center;">2ND READING: SECTION 505.03 OF THE WABASHA CITY CODE AMENDMENT "USE OF PUBLIC SEWER REQUIRED" AMENDMENT RE: COFFEE MILL SEWER EXTENSION PROJECT #8283</p>		
CITY COUCIL	DEPARTMENT:	
PURPOSE:		
ITEM SUMMARY: At the June 3, 2014, Council meeting, Mr. Sonny Krucker submitted a binder on behalf of homeowner taxpaying residents of Skyline Drive, Skyline Heights, Wilson Way, Fairway Drive and Skyline Terrace regarding the Coffee Mill Sewer Extension Project which was adopted by Council in October 2004. They requested the ordinance be amended to allow them to have their systems inspected and if systems passed the inspection, the City would allow them to continue to use them and if systems failed, they would be mandated to hook up to the City's sewer system. The City Council had a 1 st Reading at the July 1, 2014 meeting. Attached is the amended ordinance stating all existing homes within the Coffee Mill Sewer Extension Project #8283 may continue their current use of septic systems under certain conditions which are listed.		
REFERENCE DOCUMENTS: 1) Amended Ordinance		
COMMITTEE RECOMMENDATION:		
STAFF RECOMMENDATION:		
ACTION REQUIRED:		

ORDINANCE

THE CITY OF WABASHA DOES ORDAIN:

Section 505.03 of the Wabasha City Code entitled "Use of Public Sewers

Required" is hereby amended to read as follows:

Within ninety (90) days of receiving official notification, the owners of all properties within three hundred (300) feet of a sanitary sewer collection system shall install a suitable service connection, at their own expense in accordance with the provisions of this Ordinance, with the exception of the Coffee Mill Sewer Extension Project #8283. All existing homes within the Coffee Mill Sewer Extension project #8283 may continue their current use of septic systems under the following conditions:

1. That within sixty (60) days from the date hereof, the property owner utilizing a septic system in Coffee Mill Sewer Extension Project #8283 shall have a state certified inspector inspect the owner's individual septic system and will do appropriate soil borings in the proximity of the drain field to verify that the septic system is compliant with state regulations and state law. In the event that the inspection shows that it is in compliance with state law, the home owner may continue to use said septic system. Thereafter, a state certified inspection shall be done every three (3) years of each individual septic system utilized in said project. Non-compliant septic systems shall connect to the force-main sewer system within six (6) months from the date of the inspection showing non-compliance. All costs relating to the inspection shall be borne by each individual property owner and the City shall incur no cost thereof.
2. In the event an owner shall fail to connect to a public sewer in compliance with a notice given under this Ordinance, the City will have said connection made and shall assess the cost against the benefited property.
3. Except as provided thereafter, it shall be unlawful to construct or maintain any private facility intended or used for the disposal of wastewater.

Passed and approved: _____, 2014

Mayor

Attest:

City Clerk

Date Published: _____

MEETING DATE 08-05-2014	<h1>AGENDA ITEM SUMMARY</h1>	ITEM NUMBER <h1>10.5</h1>
ITEM TITLE: TEEPEOTA DETACHMENT		
REQUESTED BY: ADMINISTRATION	DEPARTMENT:	
PURPOSE:		
ITEM SUMMARY: On July 14, 2014, the City received a Petition (to detach property from the City of Wabash in reference to Teepeota Point. (A copy of the petition was delivered to Attorney Ekstrand.) On July 18, 2014, the City received notification from the Minnesota Office of Administrative Hearings had received notification of Teepeota's petition for detachment. They are requesting the City notify them of the City's position on the detachment petition by August 5, 2014. Attached please find a Resolution which states our support or that we oppose the petition.		
REFERENCE DOCUMENTS: 1) Letter from Attorney Michael C. Couri 2) Petition 3) Letter from Minnesota Office of Administrative Hearings 4) Resolution		
COMMITTEE RECOMMENDATION:		
STAFF RECOMMENDATION:		
ACTION REQUIRED:		

COURI & RUPPE, P.L.L.P

①

*Michael C. Couri**
*Robert T. Ruppe***

Attorneys at law
705 Central Avenue East
PO Box 369
St. Michael, MN 55376-0369
(763) 497-1930
(763) 497-2599 (FAX)
www.couriruppe.com

**Also Licensed in Illinois*

***Also Licensed in California*

RECEIVED JUL 14 2014

July 10, 2014

Ms. Sue Schamaun
Clerk/Treasurer
City of Wabasha
P.O. Box 268
Wabasha, MN 55981

Re: Petition to Detach Property From the City of Wabasha.

Dear Ms. Schamaun:

Please find enclosed a copy of a petition to detach certain properties located in the plat of Teepeota Point from the City of Wabasha. The original petition is being filed with the Office of Administrative Hearings, Municipal Boundary Adjustment Unit. Thank you.

Sincerely,



Michael C. Couri
Couri & Ruppe, P.L.L.P.

Cc: Petitioners

RECEIVED JUL 14 2014

2

**IN THE MATTER OF THE PETITION FOR DETACHMENT OF CERTAIN LAND
FROM THE CITY OF WABASHA, MINNESOTA PURSUANT TO MINNESOTA
STATUTES §414.06**

TO: Office of Administrative Hearings
Municipal Boundary Adjustment Unit
P.O. Box 64620
St. Paul, MN 55164-0620

The undersigned petitioners hereby request that the property described on the attached Exhibit A ("Property") be detached from the City of Wabasha and attached to the Town of Greenfield, Wabasha County, Minnesota. In furtherance of this petition for detachment, the undersigned state as follows:

1. The Property is now located in the City of Wabasha and abuts property in Greenfield Township. All of the Property is located in Wabasha County, Minnesota.
2. The Property abuts the City's southeastern boundary.
3. This petition has been signed by all of the owners of the Property.
4. The Property is approximately 4.6 acres in size.
5. The Property consists of eight lots in total, with each lot supporting a residence. Five of the lots have detached garages or outbuildings. There are a total of eight homes and six garages and/or outbuildings on the Property.
6. 2 residents reside in the area proposed for detachment.
7. The Property is rural residential in character, and has not been developed for urban residential, commercial or industrial purposes.
8. Although the Property physically touches the City via a common border under the Mississippi River, it is effectively detached from the rest of the City as it is located approximately five miles away from the City property via road.
9. The Property is served by County Highway 76 and not by a City street.
10. The City public works department does not plow the road in front of the Property, nor does it perform any maintenance services on the road.

11. The Property receives no services from the City's public works department.
12. None of the residences on the Property are served with City sanitary sewer or municipal water.
13. Response time for a City police call is essentially the same as for the Township properties located adjacent to the Property since the Wabasha County Sheriff's Office usually responds to emergency calls at about the same time or before the City police do.
14. City police cars rarely patrol on County Highway 76 abutting the Property.
15. Response time for City fire and rescue service is virtually identical to that for the neighboring properties located in Greenfield Township.
16. Because the Property is located so far from the City, and because the property does not have municipal water service, the Property has a much worse fire insurance rating than nearly all the properties located in the rest of the City.
17. In the past, residents of the Property have been informed by City Staff that the residents' polling place is Greenfield Township, even though their actual polling place was the Wabasha City Hall.
18. The nearest City park is approximately five miles via road from the Properties.
19. Despite receiving essentially the same services as similarly situated neighboring rural residential properties located in Greenfield Township, the Property pays approximately 425% more local property taxes than the neighboring rural residential properties located in Greenfield Township.
20. The residents of the Property receive substantially similar services as the residents of the neighboring township rural residential properties, yet pay several times the amount of local property taxes than are paid by the neighboring properties located in Greenfield Township.
21. Public improvements serving the Property consist of County Highway No. 76 and two street lights within the County right of way.
22. In April, 2014, the Petitioners requested a meeting with the City to discuss the potential detachment of the Property from the City or some other arrangement that may be acceptable to the parties, but the City has chosen not to meet with the Petitioners to discuss this issue. The City's refusal to meet has precipitated the filing of this Petition.

Dated: June 10th, 2014

Charlene Marie Mary Kay Springs
Property Owner

Charles S Evans Judith A Evans
Property Owner

William R. Allaire, Sandra K. Allaire
Property Owner

Thomas L. Pege Patricia P. Pege
Property Owner

Donald W. Hoffman Peter J. Hoffman
Property Owner

Karl Hoffman
Property Owner

Richard Charles Gimpel
Property Owner

Kenneth W. Schumacher
Property Owner

Mary Schumacher
Property Owner

Eric Hoffman Trust - Elizabeth Hoffman
Property Owner

Stephen & Linda Kopecky
Property Owner

Terese M. Wallach
Property Owner

Peter A. Walicki
Property Owner

Property Owner

EXHIBIT A TO PETITION FOR DETACHMENT FROM THE CITY OF WABASHA

The legal description of the Property seeking detachment from the City of Wabasha is legally described as follows. All described property is located in Section 35, Township 111, Range 10 in Wabasha County, Minnesota:

That part of Lot 6, Block 1, Teepeeota Point Subdivision located in Section 35, Township 111, Range 10 in Wabasha County, Minnesota;

AND

That property located in Section 35, Township 111, Range 10 in Wabasha County, Minnesota described as follows: that part of Government Lot 2 located in the Northeast Quarter (NE ¼) and that part of the Southeast Quarter (SE ¼) of the Northwest Quarter (NW ¼) all in Section 2, Township 110 North, Range 10 West, described as follows: beginning at the Northwest corner of said Government Lot 2 in the Northeast Quarter (NE ¼) of Section 2-110-10; thence bear East along the North line of said Government Lot 2 for a distance of 145.3 feet; thence bear South 40° 04' East for a distance of 82.8 feet; thence bear South 49° 56' West for a distance of 185.8 feet; thence bear North 51° 56' west for a distance of 287.9 feet to a point on the North lie of said Southeast Quarter (SE ¼) of the Northwest Quarter (NW ¼) of Section 2- 110- 10 for a distance of 170.6 feet to the point of beginning and there terminating. EXCEPTING THEREFROM a strip of land 66 feet wide measured at right angles from the North line of said property. The above also being described as Lot One (1), Block Three (3), Wilcox Whistling Pines Subdivision.

AND

That part of Lot 5, Block 1, Teepeeota Point Subdivision located in Section 35, Township 111, Range 10 in Wabasha County, Minnesota;

AND

Lot 4, Block 1, Teepeeota Point Subdivision

AND

Lot 3, Block 1, Teepeeota Point Subdivision

AND

Lot 2, Block 1, Teepeeota Point Subdivision

AND

Lot 1, Block 1, Teepeeota Point Subdivision

AND

That part of Outlot 1, TEEPEEOTA POINT SUBDIVISION, according to the plat thereof on file at the County Recorder Office, Wabasha County, Minnesota, described as follows:

Commencing at the Southeast corner of said Outlot 1; thence Northeasterly on an assumed azimuth from North of $30^{\circ} 53' 50''$ along the Southeasterly line of said Outlot 1, a distance of 206.20 feet; thence Northwesterly $300^{\circ} 53' 50''$ azimuth 120.00 feet; thence Northwesterly $303^{\circ} 47' 30''$ azimuth 22.00 feet to the point of beginning; thence Southwesterly $225^{\circ} 21' 30''$ azimuth 147.71 feet; thence Southwesterly $206^{\circ} 57' 46''$ 61.09 feet to the Northerly right-of-way line of the platted street; thence Westerly 65.12 feet along said Northerly right-of-way line on a nontangential curve concave Southerly having a central angle of $14^{\circ} 27' 08''$, a radius of 258.18 feet and a chord azimuth of $275^{\circ} 45' 02''$ to the Westerly line of said Outlot 1; thence Northerly $348^{\circ} 02' 50''$ azimuth along said Westerly line 237 feet more or less to the low water mark of the Mississippi River; thence Easterly along said low water mark 293 feet more or less to its intersection with a line that bears $30^{\circ} 53' 50''$ azimuth from the point of beginning; thence Southwesterly $210^{\circ} 53' 50''$ azimuth 70 feet more or less to the point of beginning.

AND

That part of Outlot 1, Teepeeota Point Subdivision according to the plat thereof on file at the County Recorders Office, Wabasha County, Minnesota, located in Section 35, Township 111, Range 10 in Wabasha County, Minnesota and described as follows:

Commencing at the southeast corner of said Outlot 1; thence northwesterly on an assumed azimuth from north of 31 4 degrees 56 minutes 00 seconds along the northerly right of way line of the platted street 20.66 feet to the point of beginning; thence northeasterly 30 degrees 53 minutes 50 seconds azimuth 201.14 feet; thence northwesterly 300 degrees 53 minutes 50 seconds azimuth 50.00 feet; thence southwesterly 221 degrees 00 minutes 43 seconds azimuth 193.45 feet to the northerly right of way line of said platted street; thence southeasterly 72.00 feet along said right of way line on a nontangential curve concave to the south having a central angle of 15 degrees 58 minutes 42 seconds, a radius of 258.18 feet and a chord azimuth of 126 degrees 56 minutes 39 seconds; thence southeasterly 134 degrees 56 minutes 00 seconds azimuth along said right of way line 12.95 feet to the point of beginning. The above described property is also known as PARCEL B.

AND

That part of Outlot 1, Teepeeota Point Subdivision, according to the plat thereof on file at the County Recorders Office, Wabasha County, Minnesota, described as follows: Commencing at the southeast corner of said Outlot 1; thence northeasterly on an assumed azimuth from north of 30 degrees 53 minutes 50 seconds along the southeasterly line of said Outlot 1 a distance of 206.20 feet; thence northwesterly 300 degrees 53 minutes 50 seconds azimuth 20.00 feet to the point of beginning; thence continuing northwesterly 300 degrees 53 minutes 50 seconds azimuth 50.00 feet; thence northeasterly 30 degrees 53 minutes 50 seconds azimuth 94 feet more or less to the low water mark of the Mississippi River; thence easterly along said low water mark 5.3 feet more or less to its intersection with a line that bears 30 degrees 53 minutes 50 seconds azimuth from the point of beginning; thence southwesterly 210 degrees 53 minutes 50 seconds azimuth 100 feet more or less to the point of beginning. The above described property is also known as PARCEL D.

AND

That part of Outlot 1, Teepeeota Point Subdivision, according to the plat thereof on file at the County Recorders Office, Wabasha county, Minnesota, described as follows: Commencing at the SE corner of said Outlot 1; thence Northeasterly on an assumed azimuth from North of 30 deg. 53' 50" along the Southeasterly line of said Outlot 1, a distance of 206.20 feet; thence Northwesterly 300 deg. 53' 50" azimuth 20.00 feet to the point of beginning; thence continuing northwesterly 300 deg. 53' 50" azimuth 50.00 feet; thence northeasterly 30 deg. 53' 50" azimuth 94 feet more or less to the low water mark on the Mississippi River; thence Easterly along said low water mark 53 feet more or less to its intersection with a line that bears 30 deg. 53' 50" azimuth from the point of beginning; thence Southwesterly 210 deg. 53' 50" azimuth 100 feet more or less to the point of beginning. The above described property is also known as PARCEL D.

AND

That part of Outlot 1, TEEPEEOTA POINT SUBDIVISION according to the plat thereof on file at the County Recorder's Office, Wabasha County, Minnesota located in Section 35, Township 111, Range 10 in Wabasha County, Minnesota and described as follows:

Commencing at the Southeast corner of said Outlot 1; thence Northeasterly on an assumed azimuth from North of 30° 53'50" along the Southeasterly line of said Outlot 1, a distance of 206.20 feet; thence Northwesterly 300° 53' 50" azimuth 20.00 feet to the point of beginning; thence Southwesterly 210° 53' 50" azimuth 201.14 feet to the Northerly right-of-way line of the platted street; thence Northwesterly 314° 56' 00" azimuth along said Northerly right-of-way 12.95 feet; thence Northwesterly 67.05 feet along said

Northerly right-of-way line on a tangential curve concave Southwesterly, having a radius of 258.18 feet and a central angle of 14° 52' 48"; thence Easterly 36° 36' 17" azimuth 191.32 feet; thence Northeasterly 30° 53' 50" azimuth 88 feet more or less to the low water mark of the Mississippi River; thence Easterly along said low water mark 64 feet more or less to its intersection with a line that bears 30° 53' 50" azimuth from the point of beginning; thence Southwesterly 210° 53' 50" azimuth 103 feet more or less to the point of beginning.

AND

That property located in Section 35, Township 111, Range 10 in Wabasha County, Minnesota and described as follows:

Lot Fifteen (15) in Block Two (2) and that part of Lot Sixteen (16) in Block Two (2) described as: Commencing at the Southeast corner of said Lot 16; thence Northeasterly to a point on the Northerly line thereof 30 feet Northwestery of the Northeast corner thereof; thence Southeasterly along the Northerly line thereof 30 feet to the Northeast corner thereof; thence Southwesterly along the Easterly line thereof to the place of beginning, all in Teepeeota Point Subdivision, according to the plat thereof on file and of record in the office of the County Recorder in and for Wabasha County, Minnesota.

AND

That property located in Section 35, Township 111, Range 10 in Wabasha County, Minnesota and described as follows:

Beginning at the most northerly corner of Lot 15 Block 2 of Teepeeota Point Subdivision; thence North 45 deg. 04' 00" West, assumed bearing along the northeasterly line of Lot 16 of said Block 2 of Teepeeota Point Subdivision, a distance of 30.00 feet; thence North 67 deg. 50' 21" East, a distance of 77.08 feet; thence South 57 deg. 36' 52" East, a distance of 62.61 feet to the northeasterly extension of the southeasterly line of Lot 15 of said Block 2 of Teepeeota Point Subdivision; thence South 39 deg. 00' 00" West, along said extension, a distance of 83.00 feet to the most easterly corner of said Lot 15; thence northwesterly along the northeasterly line of said Lot 15, a distance of 69.8 feet to the point of beginning, containing 0.14 acres, more or less, Wabasha County, Minnesota.

AND

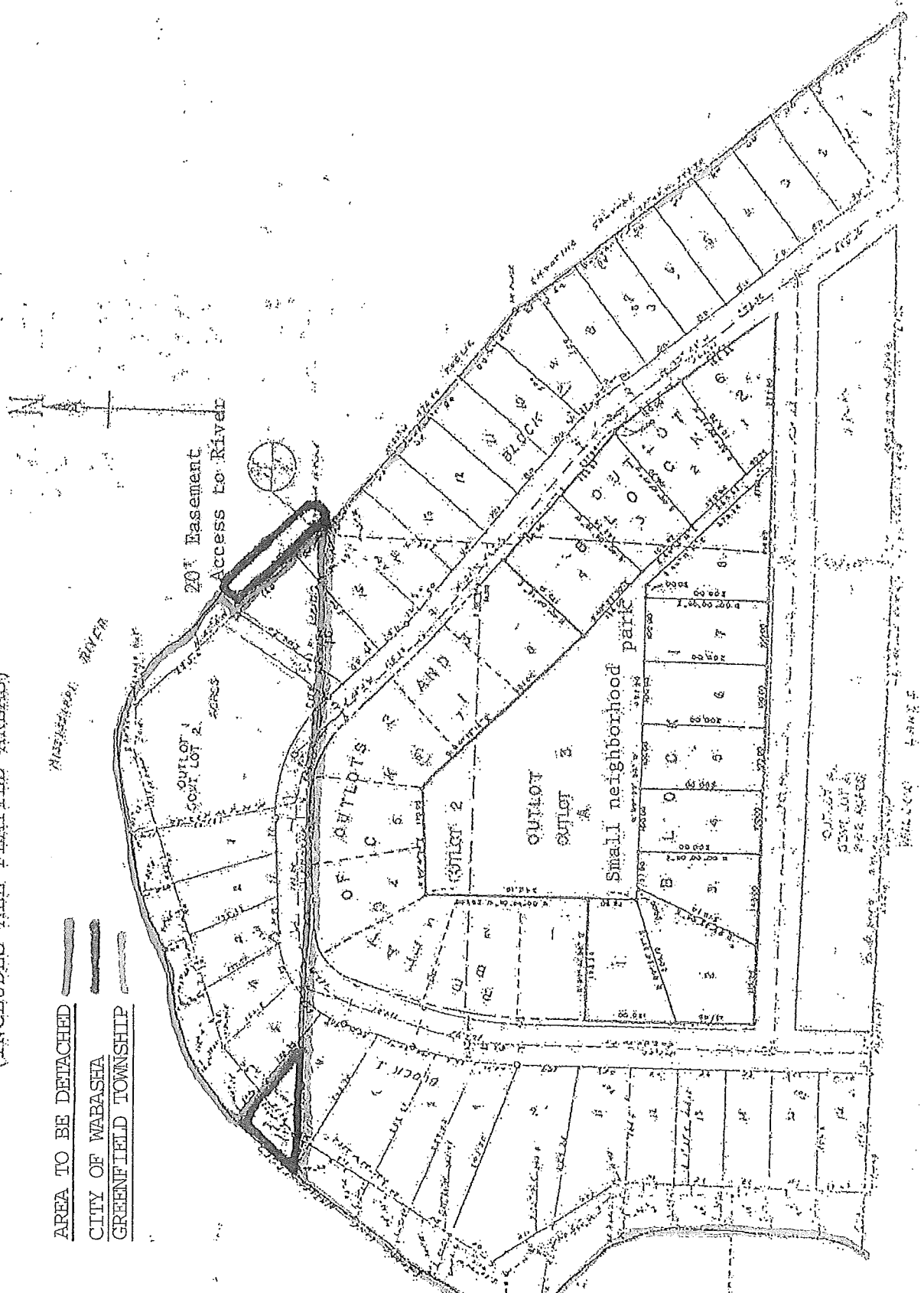
That property located in Section 35, Township 111, Range 10 in Wabasha County, Minnesota and described as follows:

Lot 16, Block 2, Teepeeota Point Subdivision, less that part described as follows: Commencing at the SE corner of said Lot 16; thence Northeasterly to a point on the Northerly line thereof 30 feet Northwesterly of the NE corner thereof; thence Southeasterly along the Northerly line thereof 30 feet to the NE corner thereof; thence Southwesterly along the Easterly line thereof to the place of beginning, being situated in Gov. Lot 2 in Sec. 35, Township 111 North, Range 10 West and Gov. Lots 3 and 4 in Section 2, Township 110 North, Range 10 West.

RECEIVED JUL 14 2014

TEEPEOTA POINT
(INCLUDES ALL PEATED AREAS)

AREA TO BE DETACHED
CITY OF WABASHA
GREENFIELD TOWNSHIP





3

MINNESOTA OFFICE OF ADMINISTRATIVE HEARINGS

600 North Robert Street
Saint Paul, Minnesota 55101

Mailing Address:
P.O. Box 64620
St. Paul, Minnesota 55164-0620

Voice: (651) 361-7900
TTY: (651) 361-7878
Fax: (651) 361-7936

July 15, 2014

Michael Couri
Couri & Ruppe, P.L.L.P.
P. O. Box 369
St. Michael, MN 55376-0369

VIA mike@couriruppe.com & US MAIL

Re: D-533 Wabasha/Greenfield Township (Teepeeota Point Petition for Detachment; 4.6 acres)

Dear Mr. Couri:

The Office of Administrative Hearings - Municipal Boundary Adjustment Unit acknowledges receipt of the petition for detachment. Please refer to the above docket number in future communications regarding this proposed boundary adjustment.

Pursuant to Minn. Stat. § 414.06, subd. 2:

- If a city resolution supporting the detachment petition is received and no resolution of opposition is received from the township, no hearing is necessary and the Chief Administrative Law Judge shall grant the petition.
- If both the city and the township submit resolutions opposing the detachment petition, a hearing must not be held and the Chief Administrative Law Judge shall deny the petition.
- In any other case, the Chief Administrative Law Judge shall designate a time and place for a hearing pursuant to Minn. Stat. § 414.09.

If you have any questions, please contact me at star.holman@state.mn.us or 651-361-7909.

Sincerely,

A handwritten signature in cursive script that reads "Starlene J. Holman".

Starlene J. Holman
State Program Administrator, Senior
Municipal Boundary Adjustment Unit

c: Sue Schamaun, Wabasha City Clerk (VIA clerk@wabasha.org & US MAIL)
Jim O'Brien, Greenfield Township Clerk (VIA US MAIL)

D-533 Wabasha/Greenfield Township
July 15, 2014
Page Two

Pursuant to Minn. Stat. § 414.06, subd. 1a:

- The Township may submit a resolution to the Chief Administrative Law Judge stating that the Town Board supports, opposes or is neutral to the petition. The failure to submit a resolution must be deemed a position of neutrality. If the town submits a resolution of support for a petition opposed by the municipality from which the land is proposed to be detached, or a resolution in opposition to a petition supported by a resolution of the municipality, the town becomes a party to the hearing required under this section and is subject to the distribution of costs as provided in subdivision 7.

If you have any questions, please contact me at star.holman@state.mn.us or 651-361-7909.

Sincerely,



Starlene J. Holman
State Program Administrator, Senior
Municipal Boundary Adjustment Unit

Attachment (1)

- To the City: Sample City Resolution Responding
- To the Township: Sample Township Resolution Responding

c: Michael Couri, Attorney at Law (VIA mike@couriruppe.com & US MAIL)

4

S A M P L E

CITY RESOLUTION RESPONDING TO A
PETITION INITIATED BY PROPERTY OWNER(S)
FOR DETACHMENT OF PROPERTY FROM A CITY

RESOLUTION OF THE CITY OF _____
CONCERNING DETACHMENT OF CERTAIN LAND
PURSUANT TO MINNESOTA STATUTES § 414.06

The City of _____ received a petition for detachment of certain
property on _____ (date) _____ for the following described property:

*Please clearly identify the petition that this resolution is concerning
by attaching a copy of the petition; by referencing the petitioner(s)
by name; by including the legal description; or by referencing the
MBAU Docket No.*

The City of _____:

- Supports the petition for detachment; or
- Opposes the petition for detachment.

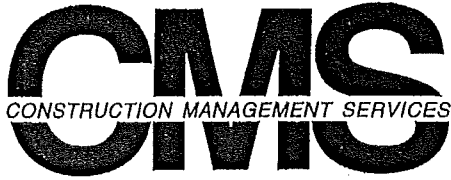
Date: _____

Mayor

City Clerk

Municipal Boundary Adjustment Unit Contacts
Star Holman star.holman@state.mn.us 651-361-7909
Katie Lin katie.lin@state.mn.us 651-361-7911
(August 2012)

MEETING DATE 08-05-2014	AGENDA ITEM SUMMARY	ITEM NUMBER 10.6
ITEM TITLE: NUISANCE VIOLATION – 524 Campbell Avenue		
REQUESTED BY: BOLTON & MENK, INC.	DEPARTMENT: CITY ENGINEER	
PURPOSE: Actions necessary to move forward with project.		
ITEM SUMMARY: Police Chief Warren is requesting Council approval to proceed with nuisance violation procedures against 524 Campbell Avenue which ultimately will require demolition of the property and then assessing the charges to taxes against the property. This is a civil action and will require additional attorney fees and expenses.		
REFERENCE DOCUMENTS:		
COMMITTEE RECOMMENDATION:		
STAFF RECOMMENDATION:		
ACTION REQUIRED: A Motion approving Police Chief Warren to proceed with the public nuisance violation at 524 Campbell Avenue and approving legal fees to process this action.		



1700 North Broadway • Suite 128
Rochester, MN 55906
507-282-8206 • FAX 281-0391

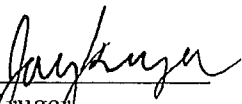
July 16, 2014
Chief of Police
PO Box 268
Wabasha MN 55981

RE: 524 Campbell Ave

Chief Warren,

After inspection of the property listed above, in my opinion the property meets the definition of a Hazardous building or hazardous property as defined in Minnesota statute 463.15 Subd. 3, for the following reasons. There are several areas of the roof that are rotted through. There is an area of the roof that may collapse. The foundation in the area of the house that is slab on grade is broken and settled. There are many areas of roof that are leaking through to the inside of the house. The entire plumbing system is not working and is in an unsanitary condition. There are a number of electrical code violations that are hazardous.

This house shall be abated.



Jay Kruger
Building Official
City of Wabasha

<p>MEETING DATE</p> <p>08-05-2014</p>	<h1>AGENDA ITEM SUMMARY</h1>	<p>ITEM NUMBER</p> <h1>11.1</h1>									
<p>ITEM TITLE:</p> <p style="text-align: center;">RESOLUTION ACCEPTING DONATIONS</p>											
<p>REQUESTED BY:</p> <p style="text-align: center;">ADMINISTRATION</p>	<p>DEPARTMENT:</p> <p style="text-align: center;">ADMINISTRATION</p>										
<p>PURPOSE:</p>											
<p>ITEM SUMMARY: A Resolution accepting the following donations:</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Name of Donor</u></th> <th style="text-align: left;"><u>Description</u></th> <th style="text-align: right;"><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>Jim & Rita Fox</td> <td>Girl's Softball Program</td> <td style="text-align: right;">\$300.00</td> </tr> <tr> <td>Richard Laska</td> <td>Library</td> <td style="text-align: right;">\$ 20.00</td> </tr> </tbody> </table>			<u>Name of Donor</u>	<u>Description</u>	<u>Amount</u>	Jim & Rita Fox	Girl's Softball Program	\$300.00	Richard Laska	Library	\$ 20.00
<u>Name of Donor</u>	<u>Description</u>	<u>Amount</u>									
Jim & Rita Fox	Girl's Softball Program	\$300.00									
Richard Laska	Library	\$ 20.00									
<p>REFERENCE DOCUMENTS:</p>											
<p>COMMITTEE RECOMMENDATION:</p>											
<p>STAFF RECOMMENDATION:</p>											
<p>ACTION REQUIRED: A MOTION to adopt the Resolution Accepting Donations for August 5, 2014.</p>											

**CITY OF WABASHA
RESOLUTION NO. # -2014**

RESOLUTION ACCEPTING DONATIONS

WHEREAS, The City of Wabasha is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, The following persons and entities have offered to contribute the cash amounts set forth below to the city for the following:

<u>Name of Donor</u>	<u>Description</u>	<u>Amount</u>
Jim & Rita Fox	Girl's Softball Program	\$300.00
Richard Laska	Wabasha Public Library	\$ 20.00

WHEREAS, All such donations have been contributed to assist the city in the establishment and operation of recreational facilities and programs either alone or in cooperation with others, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASHA, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and operate recreational facilities and programs either alone or in cooperation with others, as allowed by law.

2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Wabasha on August 5, 2014.

Approved:

Mayor

Attested:

City Clerk

* Please Announce

2014 FIREWORK'S DONATIONS

2,000.00	City of Wabasha
200.00	Scheel's Super Value
200.00	Kellogg Lion's Watermelon Festival
500.00	Rotary Club of Wabasha
650.00	Wabasha Firemen's Relief Assoc.
500.00	Kellogg Fire Dept. Relief Assoc.
500.00	Burkhardt-Roemer VFW Post 4086
200.00	Wabasha Warehouse Liquors

\$4,750.00 TOTAL

J&M Display's 2013 Invoice = \$5,500.00

Sue Schamaun

From: Beverly Hall <bhall@selco.info>
Sent: Thursday, July 24, 2014 5:45 PM
To: Michele McCaughtry; Sue Schamaun
Subject: 7/24/14 Deposit Donations

Hi,
Donation in 7/24/14 Deposit: Richard Laska \$20.00

Thank you. Bev Hall

JAMES OR RITA FOX

75-168/919

4460

PH. 651-565-3709
223 E. 2ND ST.
WABASHA, MN 55981

DATE 7-1-14

PAY TO
THE ORDER OF

City of Wabasha
CLUB

\$ 300.00

Three hundred and no/100

DOLLARS



Security Features
Look for
Details on Back

First State Bank

OFFICES AT KELLOGG AND WABASHA
WABASHA, MINNESOTA 55981

MEMO

Club Capital

James Fox

MP

⑆091901684⑆ 40 736 ⑆ 4460

e DELUXE eblux.com/checks

SPECIALTY GRAY