



CITY COUNCIL AGENDA

COUNCIL CHAMBERS

**TUESDAY, JANUARY 28,
2025**

6:00 PM

- 1. Call to Order/Roll Call/Pledge of Allegiance**
- 2. Approve Agenda**
- 3. Presentations/Introductions**
 - A. Promotion of Sgt. Jeff Burbank
- 4. Approve minutes of January 14, 2025 City Council Meeting**
 - A. Minutes of January 14, 2025 City Council Meeting
- 5. Requests to be Heard**
- 6. Consent Agenda**
 - A. List of Claims to be Released
 - B. Resolution 2025-011 Approve Hiring Police Officers
 - C. Approve LG220 Application for Exempt Permit
 - D. Resolution 2025-012 Amend Small Cities Development Program Spend Plan
 - E. Resolution 2025-014 Approve 2025 Massage Licenses
 - F. Resolution 2025-015 Approve 2025 Salvage Dealer Licenses
 - G. Resolution 2025-016 Approve 2025 Vehicle for Hire License
 - H. Resolution 2025-17 Support Community Action Center Grant Application and Approve Memorandum of Understanding
 - I. Resolution 2025-018 Approve Appointments of Board and Commission Members
 - J. Approve 2025 CIP Purchase – Replacement Lawn Mower
 - K. Accept Quote for Ultraviolet Light Disinfection Equipment at Water Reclamation Facility
 - L. Approve CIP Purchase - Replace Toro Lawn Mower for Parks Department
 - M. Approve Request to Apply for Hannah Lips Grant for Parks and Recreation
 - N. Approve request to apply for the Hannah Lips Grant for the Fire Department
 - O. Approve Hangar Rental Agreement Renewals
 - P. Approve Agricultural Land Lease at Airport
 - Q. Approve Quote for Sanitary Sewer Structure Rehabilitation
 - R. Approve Contract for Faribault Woolen Mills Dam
 - S. Approve 2025 Scope of Services with Clean River Partners (CRP)
 - T. Approve Biomass Grinding Quote
 - U. Resolution 2025-020 Approve Hiring Accounting Technician
- 7. Public Hearings – None**

8. Items for Discussion

- A. Resolution 2025-013 Terminate Property Tax Abatement and Void the Contract for Private Development for Certain Property in the City of Faribault
- B. Resolution 2025-019 Approve Appointment of John Rowan to City Council

9. Bids - None

10. Boards and Commissions Reports, Announcements and Project Updates

11. Adjournment

(The Council may meet as a group for dinner)

NOTE:

CC Closed Captioning of Council meetings available on FCTV.

Please contact the City Administrator's Office if you need special accommodations related to a disability while attending the City Council meeting.

Para pedir este documento en otro idioma, envíe un correo electrónico y adjunte el documento a accessibility@faribault.org.

Si aad u codsato dukumeentigan oo ku qoran luqad kale, fadlan e-mail u soo dir oo ku soo lifaaq dukumiintiga accessibility@faribault.org.



CITY COUNCIL AGENDA

COUNCIL CHAMBERS

**TUESDAY, JANUARY 14,
2025**

6:00 PM

Call to Order/Roll Call/Pledge of Allegiance

The meeting of the City Council was called to order by Mayor Tom Spooner at 6:00 p.m. Councilors in attendance included Mandy Barnes, Adama Doumbouya, Peter van Sluis, and Chuck Thiele. Councilor Royal Ross was absent. Also in attendance were City Administrator Jessica Kinser, City Clerk Heather Slechta, Public Works Director Travis Block, Police Captain Dave Dillon, Fire Chief Dustin Dienst, and City Engineer Mark DuChene.

Approve Agenda

Motion by van Sluis, seconded by Thiele to approve the agenda as presented and carried unanimously.

Presentations/Introductions – None

Approve minutes of December 23, 2024 City Council Meeting, December 23, 2024 Special City Council Meeting - Closed Session, and January 7, 2025 Special City Council Meeting

Motion by Doumbouya, seconded by Barnes to approve minutes of December 23, 2024 City Council Meeting, December 23, 2024 Special City Council Meeting - Closed Session, and January 7, 2025 Special City Council Meeting and carried unanimously.

Requests to be Heard – None

Consent Agenda

- A. List of Claims to be Released
- B. Resolution 2025-003 Appoint Deputy City Administrator
- C. Resolution 2025-004 Approve Designation of Official Newspaper
- D. Resolution 2025-005 Approve City Administrator Purchasing and Contracting Authority
- E. Resolution 2025-006 Initiate Project and Order Feasibility Report for 2025 Residential Street Overlay & Sidewalk Improvements - Contract 2025-02
- F. Resolution 2025-007 Initiate Project and Order Feasibility Report for 2025 MSA Street Overlay & Sidewalk Improvements - Contract 2025-03
- G. Resolution 2025-008 Initiate Project and Order Feasibility Report for 2025 3rd Avenue SW Reconstruction Improvements - Contract 2025-04

- H. Resolution 2025-009 Initiate Project and Order Feasibility Report for 2025 Miscellaneous Street Reconstruction Improvements - Contract 2025-05
- I. Approve First Amendment to Twin Oaks Development Agreement
- J. Accept Proposal for Cannon River Woolen Mill Dam Project
- K. Approve 2025 CIP Purchase - Replacement John Deere Mower
- L. Approve 2025 CIP Purchase- Replacement Radio Antenna
- M. Approve 2025 CIP Purchase- Replacement 2006 & 2010 Plow Trucks
- N. Approve 2025 CIP Purchase - Replacement 1995 Chevrolet 3500
- O. Approve 2025 CIP Purchase- Replacement Elgin Street Sweeper
- P. Approve Quote for Activated Carbon at Water Reclamation Facility
- Q. Approve Quote for Variable Frequency Drive at Water Reclamation Facility
- R. Approve LG240B Application to Conduct Excluded Bingo
- S. Accept Donation by the State Bank of Faribault to the Fire Department
- T. Approve 2025 CIP Purchase Replacement – 2014 Dodge Ram

Motion by Thiele, seconded by Barnes to approve Consent Agenda items A.-T. and carried unanimously.

Public Hearings – None

Items for Discussion - None

Bids - None

Boards and Commissions Reports, Announcements and Project Updates – None

Adjournment

Motion by Barnes, seconded by van Sluis to adjourn the City Council Meeting and carried unanimously.

The meeting was adjourned at 6:03 pm.

Respectfully Submitted,

Heather Slechta
City Clerk



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Finance Department
MEETING DATE: January 28, 2025
SUBJECT: List of Claims to be Released

Background:

The attached list of claims is ready for Council approval. A total of 245 invoices with a total amount to be paid of \$674,504.03.

The account detail for each claim provides information to assist readers in understanding the purpose of the purchase as well as the different area of City organization where the purchase was made. Approval is recommended to meet the required 35-day payment requirements for valid claims presented to the City.

Recommendation:

To approve the claims listing.

Attachments:

1. Claims List Revised 1.28.25

City of Faribault



PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100		Cash							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10131	5 Star Inspections In	0000		EFT	02/04/2025	464			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 CodeInsp 43090		Code/Insp	ProfSrv		10,828.63			
							10,828.63		
						CHECK TOTAL	10,828.63		
10681	Amazon Capital Servic	0000		CRM	02/08/2025	1FQ7-1GGF-KCKC			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire 42210		Fire	VehEqParts		-149.99			
							-149.99		
10681	Amazon Capital Servic	0000		INV	02/09/2025	1RXV-HJFW-TLTX			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42410		Library	MinorEquip		74.95			
							74.95		
10681	Amazon Capital Servic	0000		INV	02/09/2025	1VL7-PM7Y-TQCT			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		14.99			
							14.99		
10681	Amazon Capital Servic	0000		INV	02/09/2025	13NK-9Y36-VGC1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		90.69			
							90.69		
10681	Amazon Capital Servic	0000		INV	02/09/2025	19HW-MNR4-W43P			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42190		Library	Books		12.29			
							12.29		
10681	Amazon Capital Servic	0000		INV	02/10/2025	1VKF-CNCM-1PJ1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		26.41			
	2 Library 42190		Library	Books		22.18			
							48.59		
10681	Amazon Capital Servic	0000		INV	02/10/2025	137X-Y9W6-313J			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Library 42010		Library	Supplies		44.95			
							44.95		
10681	Amazon Capital Servic	0000		INV	02/12/2025	1R4N-PWMK-J13K			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 45700		SewerReclm	OffEq&Furn		129.00			

Report generated: 01/25/2025 08:21:16
 User: Jessica Kinser (jkinser)
 Program ID: apwarnt

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
								129.00		
10681	Amazon Capital Servic		0000		INV	02/12/2025	19XX-Q73P-FVK4			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 SwrRecl	42210		SewerReclm	VehEqParts			249.00		
								249.00		
10681	Amazon Capital Servic		0000		INV	02/12/2025	1CW3-NK3L-9KTY			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Fire	42010		Fire	Supplies			77.56		
								77.56		
10681	Amazon Capital Servic		0000		INV	02/14/2025	16MG-1NG1-4NTK			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Engineer	42010		Engineer	Supplies			35.95		
	2 StrMaint	42010		StrMaint	Supplies			10.38		
								46.33		
10681	Amazon Capital Servic		0000		INV	02/14/2025	1NPJ-GRJ4-4DGV			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Youth	42010		Youth	Supplies			447.89		
								447.89		
10681	Amazon Capital Servic		0000		INV	02/13/2025	14NH-46PL-VQ4H			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 SwrRecl	42010		SewerReclm	Supplies			369.70		
								369.70		
10681	Amazon Capital Servic		0000		INV	02/14/2025	1QQ4-97F9-3KYR			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Wshngtn	42010		Wshngtn	Supplies			409.44		
								409.44		
10681	Amazon Capital Servic		0000		INV	02/15/2025	1VRH-3PH7-JW9C			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Library	42010		Library	Supplies			77.97		
								77.97		
10681	Amazon Capital Servic		0000		INV	02/17/2025	1DFC-N4L4-TWJT			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Library	42010		Library	Supplies			8.99		
								8.99		
10681	Amazon Capital Servic		0000		INV	02/17/2025	1VTD-JCCV-WRK7			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Youth	42010		Youth	Supplies			79.98		
								79.98		

City of Faribault



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CASH ACCOUNT: Treasury		10100		Cash						
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10681	Amazon Capital Servic		0000		INV	02/20/2025	1KGP-QYCX-JC7R			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Water	42010		Water	Supplies		23.96			
								23.96		
							CHECK TOTAL	2,056.29		
10311	American Red Cross		0000		INV	02/15/2025	22751964			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Adult	43090		Adult	ProfSrv		235.00			
	2 IndoorPl	43140		IndoorPool	Train&Ed		470.00			
								705.00		
							CHECK TOTAL	705.00		
10245	APG Media of Southern		0000		EFT	02/10/2025	1031524			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Council	43510		Council	LegalPubng		96.25			
								96.25		
10245	APG Media of Southern		0000		EFT	02/10/2025	1031523			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Council	43510		Council	LegalPubng		178.13			
								178.13		
10245	APG Media of Southern		0000		EFT	02/17/2025	1032149			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Council	43510		Council	LegalPubng		68.75			
								68.75		
							CHECK TOTAL	343.13		
10085	ArchiveSocial LLC		0000		EFT	01/31/2025	321595			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Comms	43095		Communicat	SoftwrSupp		6,601.77			
								6,601.77		
							CHECK TOTAL	6,601.77		
10315	Aspen Mills		0000		INV	02/13/2025	346625			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Police	42180		Police	Uniforms		312.95			
								312.95		
							CHECK TOTAL	312.95		

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 User: Jessica Kinser (jkinser)
 Program ID: apwarnt

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CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10316	Auto Value Parts Stor		0000		EFT	12/25/2024	48214341-1			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Parks 42210			P&Tmaint	VehEqParts			112.40		
								112.40		
10316	Auto Value Parts Stor		0000		EFT	01/08/2025	48215448			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Fire 42210			Fire	VehEqParts			-13.98		
								-13.98		
10316	Auto Value Parts Stor		0000		EFT	02/09/2025	48215521			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 StrMaint 42210			StrMaint	VehEqParts			591.96		
								591.96		
10316	Auto Value Parts Stor		0000		EFT	02/08/2025	48215500			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 CEDAdmin42210			CED Admin	VehEqParts			142.70		
								142.70		
10316	Auto Value Parts Stor		0000		EFT	02/09/2025	48215514			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 EqMaint 42210			EqMaint	VehEqParts			13.37		
	2 Parks 42210			P&Tmaint	VehEqParts			26.73		
	3 StrMaint 42210			StrMaint	VehEqParts			53.47		
	4 SwrColl 42210			Sewer Coll	VehEqParts			20.05		
	5 Water 42210			Water	VehEqParts			20.05		
								133.67		
10316	Auto Value Parts Stor		0000		EFT	02/12/2025	48215552			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 StrMaint 42210			StrMaint	VehEqParts			11.98		
								11.98		
10316	Auto Value Parts Stor		0000		EFT	02/12/2025	48215576			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 PW Fac 44010			PW Fac	Bldg Maint			64.30		
								64.30		
10316	Auto Value Parts Stor		0000		EFT	02/12/2025	48215568			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 SwrColl 42210			Sewer Coll	VehEqParts			42.37		
								42.37		

PRELIMINARY CLAIMS LIST REPORT

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CASH ACCOUNT: Treasury		10100		Cash					
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10316	Auto Value Parts Stor	0000		EFT	02/14/2025	48215633			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Storm	42010	Storm Wtr	Supplies			0.69		
	2 StrMaint	42010	StrMaint	Supplies			46.76		
	3 SwrColl	42010	Sewer Coll	Supplies			4.87		
	4 Water	42010	Water	Supplies			4.86		
							57.18		
10316	Auto Value Parts Stor	0000		EFT	02/16/2025	48215687			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 StrMaint	42210	StrMaint	VehEqParts			28.97		
							28.97		
10316	Auto Value Parts Stor	0000		EFT	02/13/2025	48215599			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Engineer	42010	Engineer	Supplies			11.98		
							11.98		
10316	Auto Value Parts Stor	0000		EFT	02/20/2025	48215762			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Parks	42010	P&Tmaint	Supplies			21.98		
							21.98		
						CHECK TOTAL	1,205.51		
10691	B Stark & Co	0000		INV	11/05/2024	126011			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Adult	42010	Adult	Supplies			35.72		
							35.72		
						CHECK TOTAL	35.72		
11087	Backflow Solutions In	0000		INV	02/13/2025	9562			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Water	44330	Water	DuesSubscr			995.00		
							995.00		
						CHECK TOTAL	995.00		
10342	Ryan Bauer	0000		INV	02/08/2025	5689			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Lib Fac	44010	Lib Fac	Bldg Maint			204.05		
							204.05		
						CHECK TOTAL	204.05		

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CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10335	BCM Construction Inc		0000		EFT	02/15/2025	2024-03 Pay Req 5			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 StrImp	43090		Street Imp	ProfSrv		4,413.70			
								4,413.70		
							CHECK TOTAL	4,413.70		
11089	Beaudry Oil & Service		0000		INV	02/12/2025	2839922			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 EqMaint	42210		EqMaint	VehEqParts		99.68			
	2 Parks	42210		P&Tmaint	VehEqParts		199.35			
	3 StrMaint	42210		StrMaint	VehEqParts		398.70			
	4 SwrColl	42210		Sewer Coll	VehEqParts		149.51			
	5 Water	42210		Water	VehEqParts		149.51			
								996.75		
							CHECK TOTAL	996.75		
10305	Brainfuse Inc		0000		EFT	12/31/2024	2013227			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Library	43096		Library	OnLineRes		4,250.00			
								4,250.00		
							CHECK TOTAL	4,250.00		
11077	Buendorf, Deni		0000		EFT	11/23/2024	20241024Conf.Deni			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Library	43310		Library	Travel Exp		256.59			
								256.59		
							CHECK TOTAL	256.59		
10097	Canon Financial Servi		0000		CRM	11/20/2024	36600521			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Police	44160		Police	Rents		-207.90			
								-207.90		
10097	Canon Financial Servi		0000		INV	02/11/2025	37566544			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Planning	44160		P & Z	Rents		112.20			
	2 CEDAdmin	44160		CED Admin	Rents		112.21			
								224.41		

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100		Cash									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
10097	Canon Financial Servi	0000		INV	02/11/2025	37567407					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 CH Fac 44160		CH Maint	Rents		224.41					
							224.41				
						CHECK TOTAL	240.92				
10353	Chadderdon Lumber	0000		INV	02/12/2025	213164					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 SwrRecl 42010		SewerReclm	Supplies		63.19					
							63.19				
						CHECK TOTAL	63.19				
10354	Cintas Corporation	0000		EFT	02/09/2025	4217512238					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 Parks 44060		P&Tmaint	Lndry Srvc		36.55					
							36.55				
10354	Cintas Corporation	0000		EFT	02/09/2025	4217512121					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 EqMaint 44060		EqMaint	Lndry Srvc		9.55					
	2 StrMaint 44060		StrMaint	Lndry Srvc		31.22					
							40.77				
10354	Cintas Corporation	0000		EFT	02/09/2025	4217512232					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 EqMaint 44060		EqMaint	Lndry Srvc		24.40					
	2 StrMaint 42010		StrMaint	Supplies		61.64					
							86.04				
10354	Cintas Corporation	0000		EFT	02/09/2025	4217512180					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 Storm 44060		Storm Wtr	Lndry Srvc		5.45					
	2 SwrColl 44060		Sewer Coll	Lndry Srvc		12.64					
	3 Water 44060		Water	Lndry Srvc		28.56					
							46.65				
10354	Cintas Corporation	0000		EFT	02/09/2025	4217512454					
	ACCOUNT DETAIL					LINE AMOUNT					
	1 SwrRecl 44060		SewerReclm	Lndry Srvc		42.61					
							42.61				

PRELIMINARY CLAIMS LIST REPORT

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CASH ACCOUNT: Treasury 10100		Cash								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
10354	Cintas Corporation	0000		EFT	02/09/2025	4217512357				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 44060		SewerReclm	Lndry Srvc		6.43				
							6.43			
10354	Cintas Corporation	0000		EFT	02/16/2025	4218232387				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 44060		SewerReclm	Lndry Srvc		42.61				
							42.61			
10354	Cintas Corporation	0000		EFT	02/16/2025	4218232333				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 44060		SewerReclm	Lndry Srvc		48.44				
							48.44			
10354	Cintas Corporation	0000		EFT	02/16/2025	4218231954				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 EqMaint 44060		EqMaint	Lndry Srvc		24.40				
							24.40			
10354	Cintas Corporation	0000		EFT	02/16/2025	4218231901				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Storm 44060		Storm Wtr	Lndry Srvc		5.45				
	2 SwrColl 44060		Sewer Coll	Lndry Srvc		12.64				
	3 Water 44060		Water	Lndry Srvc		28.56				
							46.65			
10354	Cintas Corporation	0000		EFT	02/16/2025	4218231893				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 EqMaint 44060		EqMaint	Lndry Srvc		9.55				
	2 StrMaint 44060		StrMaint	Lndry Srvc		31.22				
							40.77			
10354	Cintas Corporation	0000		EFT	02/16/2025	4218231925				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Parks 44060		P&Tmaint	Lndry Srvc		36.55				
							36.55			
							498.47			
	CHECK TOTAL									
10713	City of Faribault	0000		INV	02/16/2025	12312024				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Roberds 43090		Roberds Lk	ProfSrv		594.00				
							594.00			
							594.00			
	CHECK TOTAL									

City of Faribault



PRELIMINARY CLAIMS LIST REPORT

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DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10713	City of Faribault		0000		INV	02/16/2025	12312024A			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Roberds 43850			Roberds Lk	Sewer Util		2,593.32			
								2,593.32		
							CHECK TOTAL	2,593.32		
10267	CivicPlus		0000		EFT	01/31/2025	323050			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Comms 43095			Communicat	SoftwrSupp		8,897.89			
								8,897.89		
							CHECK TOTAL	8,897.89		
10370	Cannon River Partners		0000		EFT	02/13/2025	FBS001			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Storm 43090			Storm Wtr	ProfSrv		7,184.55			
								7,184.55		
							CHECK TOTAL	7,184.55		
10357	Community Co-op Oil A		0000		INV	02/09/2025	8892			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 CC Fac 42120			CC Fac	Motor Fuel		50.00			
								50.00		
10357	Community Co-op Oil A		0000		INV	02/13/2025	041560			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 EqMaint 42010			EqMaint	Supplies		27.97			
								27.97		
10357	Community Co-op Oil A		0000		INV	02/14/2025	156278			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Fire 42210			Fire	VehEqParts		128.00			
								128.00		
10357	Community Co-op Oil A		0000		INV	02/20/2025	156455			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 StrMaint 42210			StrMaint	VehEqParts		1,359.00			
								1,359.00		
							CHECK TOTAL	1,564.97		

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CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury 10100		Cash								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
10721	Consolidated Communic	0000		INV	02/18/2025	01222025				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Water 43250		Water	Other Comm		69.14				
							69.14			
						CHECK TOTAL	69.14			
10723	Core & Main LP	0000		INV	02/16/2025	W303190				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Water 45400		Water	Mach&Equip		71,665.00				
							71,665.00			
						CHECK TOTAL	71,665.00			
10361	Culligan	0000		EFT	01/30/2025	119X01181804				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CH Fac 44160		CH Maint	Rents		156.40				
							156.40			
10361	Culligan	0000		EFT	01/31/2025	CreditReversal				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Airport 44010		Airport	Bldg Maint		212.25				
							212.25			
						CHECK TOTAL	368.65			
10160	Dakota Supply Group	0000		EFT	02/12/2025	S104379470.001				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Water 42010		Water	Supplies		1,757.78				
							1,757.78			
						CHECK TOTAL	1,757.78			
10380	Dalco	0000		INV	02/15/2025	4331473				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 StrMaint 42230		StrMaint	Bldg Supp		121.58				
	2 Water 42230		Water	Bldg Supp		12.65				
	3 SwrColl 42230		Sewer Coll	Bldg Supp		12.65				
	4 Storm 42230		Storm Wtr	Bldg Supp		1.81				
							148.69			
10380	Dalco	0000		INV	02/15/2025	4331372				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Fire 42230		Fire	Bldg Supp		151.28				

City of Faribault



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Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury 10100			Cash							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
					CHECK TOTAL	151.28				
						299.97				
11084	Data Center Systems I	0000	INV	02/20/2025	Inv98907					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 SwrRecl 42210	SewerReclm	VehEqParts			322.11				
					CHECK TOTAL	322.11				
						322.11				
10733	Deputy Registrar	0000	INV	12/01/2024	9712CTR					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 Storm 44390	Storm Wtr	Taxes Lics			25.25				
					CHECK TOTAL	25.25				
						25.25				
10275	E O Johnson Company I	0000	EFT	02/19/2025	38357735					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 Library 44160	Library	Rents			350.52				
					CHECK TOTAL	350.52				
						350.52				
10257	Eckberg Lammers PC	0000	EFT	02/01/2025	20253					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 Legal 43045	Legal	LegalProsc			13,827.75				
					CHECK TOTAL	13,827.75				
						13,827.75				
10749	Fareway Stores Inc #1	0000	INV	02/13/2025	00183210					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 CC Fac 42010	CC Fac	Supplies			12.98				
					CHECK TOTAL	12.98				
						12.98				
10410	Faribault Ace Hardwar	0000	INV	02/08/2025	5012471					
	ACCOUNT DETAIL				LINE AMOUNT					
	1 EqMaint 42010	EqMaint	Supplies			24.83				
						24.83				

City of Faribault



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CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury 10100		Cash								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
10410	Faribault Ace Hardwar	0000		INV	02/13/2025	501400/1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 EqMaint 42010		EqMaint	Supplies		5.79				
							5.79			
10410	Faribault Ace Hardwar	0000		INV	02/13/2025	501405/1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrColl 42410		Sewer Coll	MinorEquip		71.06				
							71.06			
10410	Faribault Ace Hardwar	0000		INV	02/14/2025	501437/1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 42010		SewerReclm	Supplies		102.02				
							102.02			
10410	Faribault Ace Hardwar	0000		INV	02/13/2025	501406/1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 42010		SewerReclm	Supplies		24.95				
							24.95			
10410	Faribault Ace Hardwar	0000		INV	02/15/2025	501462/1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 StrMaint 42010		StrMaint	Supplies		27.27				
							27.27			
10410	Faribault Ace Hardwar	0000		INV	02/19/2025	501591/1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Fire 42010		Fire	Supplies		5.39				
							5.39			
10410	Faribault Ace Hardwar	0000		INV	02/20/2025	501618/1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 42010		SewerReclm	Supplies		24.18				
							24.18			
10410	Faribault Ace Hardwar	0000		INV	02/21/2025	501650/1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 42010		SewerReclm	Supplies		26.98				
							26.98			
10410	Faribault Ace Hardwar	0000		INV	02/21/2025	501654/1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 42010		SewerReclm	Supplies		3.59				
							3.59			

City of Faribault



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CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury 10100		Cash							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10410	Faribault Ace Hardwar	0000		INV	02/21/2025	501667/1			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 42010		SewerReclm	Supplies			87.28		
							87.28		
						CHECK TOTAL	403.34		
10411	Faribault Area Senior	0000	19	INV	02/01/2025	2025011			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Council 44383		Council	DonCvcOrg			28,175.50		
							28,175.50		
						CHECK TOTAL	28,175.50		
10752	Faribault Community F	0000	20	INV	02/01/2025	20251			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Council 44383		Council	DonCvcOrg			4,508.00		
							4,508.00		
						CHECK TOTAL	4,508.00		
10075	Faribault Fleet Suppl	0000		EFT	02/06/2025	064527			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 EqMaint 42010		EqMaint	Supplies			37.96		
							37.96		
10075	Faribault Fleet Suppl	0000		EFT	02/07/2025	5314-19			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Parks 42210		P&Tmaint	VehEqParts			-112.40		
							-112.40		
10075	Faribault Fleet Suppl	0000		EFT	02/07/2025	5314-19 - 063192			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Airport 42210		Airport	VehEqParts			-17.56		
							-17.56		
10075	Faribault Fleet Suppl	0000		EFT	02/07/2025	5314-19 - 063167			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 StrSign 42240		Sign Sig	StMaintMat			-3.79		
							-3.79		
10075	Faribault Fleet Suppl	0000		EFT	02/07/2025	5314-19 - 062836			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrColl 42180		Sewer Coll	Uniforms			-154.99		
							-154.99		

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 User: Jessica Kinser (jkinser)
 Program ID: apwarnt

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CASH ACCOUNT: Treasury 10100				Cash							
VENDOR				REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10075	Faribault Fleet Suppl			0000		EFT	02/12/2025	064709			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	EqMaint	42010		EqMaint	Supplies			19.64		
									19.64		
10075	Faribault Fleet Suppl			0000		EFT	02/12/2025	064716			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	SwrRecl	42010		SewerReclm	Supplies			14.99		
									14.99		
10075	Faribault Fleet Suppl			0000		EFT	02/12/2025	64716			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	SwrRecl	42010		SewerReclm	Supplies			14.99		
									14.99		
10075	Faribault Fleet Suppl			0000		EFT	02/12/2025	064726			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	Parks	42010		P&Tmaint	Supplies			36.97		
									36.97		
10075	Faribault Fleet Suppl			0000		EFT	02/13/2025	064766			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	EqMaint	42010		EqMaint	Supplies			13.27		
									13.27		
10075	Faribault Fleet Suppl			0000		INV	02/13/2025	064771			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	StrMaint	42160		StrMaint	Chem&Prod			139.99		
	2	StrSign	42010		Sign Sig	Supplies			21.99		
									161.98		
10075	Faribault Fleet Suppl			0000		EFT	02/13/2025	064785			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	SwrColl	42410		Sewer Coll	MinorEquip			42.99		
									42.99		
10075	Faribault Fleet Suppl			0000		EFT	02/14/2025	064820			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	PW Fac	44010		PW Fac	Bldg Maint			10.99		
									10.99		
10075	Faribault Fleet Suppl			0000		EFT	02/14/2025	064811			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	EqMaint	42010		EqMaint	Supplies			4.69		
									4.69		

City of Faribault



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CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10075	Faribault Fleet Suppl		0000		EFT	02/14/2025	064807			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Engineer 42010		Engineer	Supplies			0.70		
								0.70		
10075	Faribault Fleet Suppl		0000		EFT	02/20/2025	064947			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Parks 42010		P&Tmaint	Supplies			7.59		
								7.59		
10075	Faribault Fleet Suppl		0000		EFT	02/21/2025	064987			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Water 42410		Water	MinorEquip			77.28		
								77.28		
10075	Faribault Fleet Suppl		0000		EFT	02/21/2025	064995			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Parks 42010		P&Tmaint	Supplies			23.98		
								23.98		
10075	Faribault Fleet Suppl		0000		EFT	02/22/2025	065008			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Parks 42010		P&Tmaint	Supplies			31.90		
								31.90		
10075	Faribault Fleet Suppl		0000		EFT	02/22/2025	065009			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Parks 42010		P&Tmaint	Supplies			3.58		
								3.58		
							CHECK TOTAL	214.76		
10757	Faribault Post Office		0000		INV	02/12/2025	01132025			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Water 43220		Water	Postage			1,347.56		
	2	SwrRecl 43220		SewerReclm	Postage			1,347.56		
	3	Storm 43220		Storm Wtr	Postage			1,347.55		
								4,042.67		
							CHECK TOTAL	4,042.67		
10417	Faribo Plumbing & Hea		0000		EFT	02/22/2025	25426			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	SwrRecl 43090		SewerReclm	ProfSrv			450.00		
								450.00		

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 User: Jessica Kinser (jkinser)
 Program ID: apwarnt

City of Faribault



PRELIMINARY CLAIMS LIST REPORT

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CASH ACCOUNT: Treasury 10100		Cash							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	450.00		
10418	Fastenal Company	0000		EFT	02/11/2025	MNDUN132912			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire 42210	Fire		VehEqParts		24.50			
							24.50		
						CHECK TOTAL	24.50		
10419	FCTV	0000	18	EFT	01/22/2025	20251			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Council 44383	Council		DonCvcOrg		17,468.75			
							17,468.75		
						CHECK TOTAL	17,468.75		
10421	Fette Electronics Inc	0000		EFT	02/12/2025	7340			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 CC Fac 42230	CC Fac		Bldg Supp		18.49			
							18.49		
						CHECK TOTAL	18.49		
10003	GIS Benefits	0000		INV	02/22/2025	14459AG20250201			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 101 21715	General		DentInsPay		6,389.86			
	2 101 21717	General		VisInsPay		611.32			
	3 101 21711	General		LTDPay		857.05			
	4 101 21710	General		Life Pay		1,488.17			
	5 101 21716	General		OthPRPay		1,201.55			
	6 101 11510	General		COBRA Rec		33.71			
	7 101 11510	General		COBRA Rec		84.16			
	8 101 11510	General		COBRA Rec		84.16			
	9 101 11510	General		COBRA Rec		33.71			
							10,783.69		
						CHECK TOTAL	10,783.69		
10777	Glenn's Service LLC	0000		INV	02/15/2025	42992			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Police 44040	Police		MachEqRpr		120.00			
							120.00		

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CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury 10100		Cash							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
						CHECK TOTAL	120.00		
10439	Grainger Inc	0000		EFT	02/08/2025	9366883073			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 CH Fac 42010		CH Maint	Supplies		123.36			
							123.36		
10439	Grainger Inc	0000		EFT	01/01/2025	9331596560			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 42210		SewerReclm	VehEqParts		141.65			
							141.65		
10439	Grainger Inc	0000		EFT	02/15/2025	9375700151			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire 42210		Fire	VehEqParts		37.31			
							37.31		
						CHECK TOTAL	302.32		
10783	Greystone Constructio	0000	7	INV	02/13/2025	32813			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Water 45200		Water	BldgImprov		42,525.00			
							42,525.00		
						CHECK TOTAL	42,525.00		
10449	Hawkins Inc	0000		EFT	02/14/2025	6959409			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Water 42160		Water	Chem&Prod		10,532.69			
							10,532.69		
10449	Hawkins Inc	0000		EFT	02/14/2025	6960477			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Aquatic 42160		AquaticCtr	Chem&Prod		30.00			
							30.00		
10449	Hawkins Inc	0000		EFT	02/08/2025	6965182			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Water 42160		Water	Chem&Prod		8,568.70			
							8,568.70		
10449	Hawkins Inc	0000		EFT	02/21/2025	6966152			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 SwrRecl 42160		SewerReclm	Chem&Prod		10,550.25			
							10,550.25		

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 User: Jessica Kinser (jkinser)
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Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
							CHECK TOTAL	29,681.64		
10993	Healthiest You c/o Te		0000		INV	01/31/2025	2025017572329			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 101 21707			General	MedicalPay		960.00			
							CHECK TOTAL	960.00		
10002	Housefacts		0000		INV	01/22/2025	7091			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Fire Fac 44010			Fire Fac	Bldg Maint		1,167.00			
								1,167.00		
10002	Housefacts		0000		INV	01/19/2025	7089			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Pol Fac 44010			Pol Fac	Bldg Maint		855.00			
								855.00		
							CHECK TOTAL	2,022.00		
10229	ICON LLC		0000		EFT	02/19/2025	2023-08 Pay Req 8			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 SwrColl 45300			Sewer Coll	Impr Other		144,764.45			
								144,764.45		
							CHECK TOTAL	144,764.45		
10188	Imperial Supplies Hol		0000		EFT	02/19/2025	I001CF4615			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 StrMaint 42230			StrMaint	Bldg Supp		2,680.92			
								2,680.92		
							CHECK TOTAL	2,680.92		
10472	Innovative Office Sol		0000		EFT	02/07/2025	IN4734944			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Library 42010			Library	Supplies		94.90			
								94.90		
10472	Innovative Office Sol		0000		EFT	02/12/2025	IN4739000			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Police 42010			Police	Supplies		87.41			
								87.41		

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CASH ACCOUNT: Treasury 10100		Cash								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
10472	Innovative Office Sol	0000		EFT	02/12/2025	IN4739112				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Police 42010		Police	Supplies			42.36			
							42.36			
10472	Innovative Office Sol	0000		EFT	02/14/2025	IN4742271				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CC Admin 42010		CC Admin	Supplies			107.76			
							107.76			
10472	Innovative Office Sol	0000		EFT	02/15/2025	IN4742594				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Library 42010		Library	Supplies			7.08			
							7.08			
10472	Innovative Office Sol	0000		EFT	02/22/2025	IN4748173				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CEDAdmin42010		CED Admin	Supplies			50.01			
							50.01			
						CHECK TOTAL	389.52			
10473	Insty-Prints	0000		EFT	02/01/2025	163463				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Council 42010		Council	Supplies			57.25			
							57.25			
						CHECK TOTAL	57.25			
11076	James, Delane	0000		EFT	11/23/2024	20241024Conf.James				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Library 43310		Library	Travel Exp			72.36			
							72.36			
						CHECK TOTAL	72.36			
10481	Kennedy & Graven Char	0000		EFT	02/09/2025	185745				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 EDA 43040		EDA	LegalCivil			1,110.30			
							1,110.30			
10481	Kennedy & Graven Char	0000		EFT	02/09/2025	185768				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 HRA 43040		Frbtl HRA	LegalCivil			1,344.75			
							1,344.75			

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CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury		10100	Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10481	Kennedy & Graven Char		0000		EFT	02/09/2025	185743			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Water 43040		Water	LegalCivil		44.60			
	2	TIFRvrR 43070		8-RvrRg	Mgmt Srvc		245.70			
	3	Legal 43040		Legal	LegalCivil		19,613.84			
	4	CodeInsp 43040		Code/Insp	LegalCivil		3,171.80			
	5	101 22000		General	Deposits		470.10			
								23,546.04		
							CHECK TOTAL	26,001.09		
11091	Kinser, Jessica		0000		EFT	02/22/2024	20250115Train-Kinser			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Admin 43140		Admin	Train&Ed		99.00			
								99.00		
							CHECK TOTAL	99.00		
10482	Kline Distributing LL		0000		EFT	02/08/2025	35383			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Youth 42010		Youth	Supplies		87.24			
								87.24		
							CHECK TOTAL	87.24		
10518	League of Minnesota C		0000		INV	02/09/2025	2025HRARenewal			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	HRA 43610		FrbIt HRA	Ins & Bond		2,389.49			
								2,389.49		
							CHECK TOTAL	2,389.49		
11047	Liffengren, Dennis Ra		0000		INV	02/20/2025	07299			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Fire 44040		Fire	MachEqRpr		125.00			
								125.00		
							CHECK TOTAL	125.00		
10829	Long Matt		0000		EFT	02/09/2025	20241226Parking-Long			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Police 43310		Police	Travel Exp		18.00			
								18.00		

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
							CHECK TOTAL	18.00		
10140	MacQueen Equipment LL		0000		EFT	02/16/2025	W15589			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Storm	42210		Storm Wtr	VehEqParts			288.37		
	2 Storm	44050		Storm Wtr	EOMaint			1,782.00		
										2,070.37
10140	MacQueen Equipment LL		0000		EFT	02/15/2025	P12049			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Fire	42210		Fire	VehEqParts			235.51		
										235.51
							CHECK TOTAL	2,305.88		
10503	Madison National Life		0000		INV	02/01/2025	1671243			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 101	21711		General	LTDPay			1,699.61		
										1,699.61
10503	Madison National Life		0000		INV	02/01/2025	1671244			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Fire	41330		Fire	Life Ins			68.54		
	2 101	21710		General	Life Pay			3,280.21		
	3 101	11510		General	COBRA Rec			19.77		
										3,368.52
							CHECK TOTAL	5,068.13		
10542	Manke's Outdoor Eqt &		0000		EFT	02/13/2025	B16217			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Parks	42010		P&Tmaint	Supplies			168.20		
										168.20
							CHECK TOTAL	168.20		
10078	MAS Communications		0000		EFT	01/31/2025	241200049101			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 CH Fac	44010		CH Maint	Bldg Maint			50.00		
										50.00
							CHECK TOTAL	50.00		

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
11078	McColley, Allyn		0000		EFT	11/23/2024	20241024Conf.Allyn			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Library	43310		Library	Travel Exp		175.58			
								175.58		
							CHECK TOTAL	175.58		
10513	Mid States Organized		0000		INV	02/08/2025	0251433-IN			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Police	44330		Police	DuesSubscr		200.00			
								200.00		
							CHECK TOTAL	200.00		
10543	Midwest Tape LLC		0000		EFT	01/26/2025	506535620			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 Library	42192		Library	Audio Vis		13.49			
								13.49		
							CHECK TOTAL	13.49		
10851	Minnesota Ag Power In		0000		INV	02/20/2025	10345806			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 StrMaint	42210		StrMaint	VehEqParts		73.53			
								73.53		
10851	Minnesota Ag Power In		0000		INV	02/21/2025	10346467			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 StrMaint	42210		StrMaint	VehEqParts		515.12			
								515.12		
							CHECK TOTAL	588.65		
10523	Minnesota Valley Test		0000		EFT	02/09/2025	1288826			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 SwrRecl	43090		SewerReclm	ProfSrv		150.40			
								150.40		
10523	Minnesota Valley Test		0000		EFT	02/15/2025	1289466			
	ACCOUNT DETAIL						LINE AMOUNT			
	1 SwrRecl	43090		SewerReclm	ProfSrv		525.60			
								525.60		

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100		Cash								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
10523	Minnesota Valley Test	0000		EFT	02/15/2025	1289507				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 43090		SewerReclm	ProfSrv		234.00				234.00
10523	Minnesota Valley Test	0000		EFT	02/16/2025	1289686				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 43090		SewerReclm	ProfSrv		192.20				192.20
10523	Minnesota Valley Test	0000		EFT	01/01/2025	1283615				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 43090		SewerReclm	ProfSrv		484.00				484.00
10523	Minnesota Valley Test	0000		EFT	01/12/2025	1285486				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 43090		SewerReclm	ProfSrv		234.00				234.00
10523	Minnesota Valley Test	0000		EFT	02/22/2025	1290353				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 43090		SewerReclm	ProfSrv		484.00				484.00
10523	Minnesota Valley Test	0000		EFT	02/22/2025	1290377				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 SwrRecl 43090		SewerReclm	ProfSrv		234.00				234.00
						CHECK TOTAL	2,538.20			
10516	Mississippi Welders S	0000		EFT	02/19/2025	4491115				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 EqMaint 42010		EqMaint	Supplies		36.00				36.00
						CHECK TOTAL	36.00			
11064	MN BCA Criminal Justi	0000		INV	02/07/2025	13498				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Police 43140		Police	Train&Ed		300.00				300.00
						CHECK TOTAL	300.00			

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100		Cash							
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
11075	MN Multi Housing Asso	0000		INV	01/25/2025	305591			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 HRA 44330		Frbt HRA	DuesSubscr		162.00			
							162.00		
						CHECK TOTAL	162.00		
11085	Monarch Home Improvem	0000		INV	02/09/2025	Permit2024-01548			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 CodeInsp 32210		Code/Insp	Bldg Prmt		90.00			
	2 101 20820		General	SurchrgPay		1.00			
	3 CodeInsp 34220		Code/Insp	PlmbVerFee		1.00			
							92.00		
						CHECK TOTAL	92.00		
10090	Motor Parts & Equipme	0000		EFT	01/09/2025	996088			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire 42210		Fire	VehEqParts		-27.01			
							-27.01		
10090	Motor Parts & Equipme	0000		EFT	02/08/2025	996099			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Storm 42210		Storm Wtr	VehEqParts		24.98			
							24.98		
10090	Motor Parts & Equipme	0000		EFT	02/12/2025	996362			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 StrMaint 42210		StrMaint	VehEqParts		20.80			
							20.80		
10090	Motor Parts & Equipme	0000		EFT	02/13/2025	996505			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Parks 42210		P&Tmaint	VehEqParts		25.98			
							25.98		
10090	Motor Parts & Equipme	0000		EFT	02/22/2025	997219			
	ACCOUNT DETAIL					LINE AMOUNT			
	1 Fire 42210		Fire	VehEqParts		18.60			
							18.60		
						CHECK TOTAL	63.35		

City of Faribault



PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury		10100		Cash							
VENDOR				REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10860	MSSA			0000		INV	02/14/2025	KKobe Membership			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	StrMaint	44330		StrMaint	DuesSubscr			100.00		
									100.00		
								CHECK TOTAL	100.00		
10525	MTI Distributing Inc			0000		EFT	12/12/2024	1455834-00			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	Parks	42210		P&Tmaint	VehEqParts			370.80		
									370.80		
10525	MTI Distributing Inc			0000		EFT	02/20/2025	1458863-01			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	Parks	42210		P&Tmaint	VehEqParts			460.82		
									460.82		
10525	MTI Distributing Inc			0000		EFT	02/20/2025	1460466-00			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	Parks	43140		P&Tmaint	Train&Ed			495.00		
									495.00		
								CHECK TOTAL	1,326.62		
10989	NCPERS Group Life Ins			0000		INV	01/24/2025	2349			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	101	21710		General	Life Pay			160.00		
									160.00		
								CHECK TOTAL	160.00		
10202	Northern Consulting A			0000		EFT	02/09/2025	FBO-2024-12			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	Fin	43090		Finance	ProfSrv			3,800.00		
									3,800.00		
								CHECK TOTAL	3,800.00		
10548	Northern Safety Techn			0000		EFT	02/21/2025	58858			
	ACCOUNT DETAIL							LINE AMOUNT			
	1	SwrColl	42210		Sewer Coll	VehEqParts			598.57		
									598.57		
								CHECK TOTAL	598.57		

Report generated: 01/25/2025 08:21:16
 User: Jessica Kinser (jkinser)
 Program ID: apwarnt

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10559	On Target A & M Inc		0000		EFT	02/12/2025	1786101			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Water 43090		Water	ProfSrv			537.57		
	2	SwrRecl 43090		SewerReclm	ProfSrv			537.58		
	3	Storm 43090		Storm Wtr	ProfSrv			537.58		
									1,612.73	
							CHECK TOTAL		1,612.73	
10580	Paape Companies Inc		0000		EFT	02/06/2025	116006			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Wshngtn 44010		Wshngtn	Bldg Maint			1,996.50		
									1,996.50	
							CHECK TOTAL		1,996.50	
10073	QTPod		0000		EFT	02/09/2025	0425-SP2025			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Airport 43090		Airport	ProfSrv			1,195.00		
									1,195.00	
							CHECK TOTAL		1,195.00	
10588	Quality Aviation Inc		0000		EFT	02/01/2025	20251			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Airport 43070		Airport	Mgmt Srv			3,500.00		
									3,500.00	
							CHECK TOTAL		3,500.00	
10591	RC Bliss Inc		0000		EFT	02/05/2025	5030050			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Parks 42210		P&Tmaint	VehEqParts			48.28		
									48.28	
							CHECK TOTAL		48.28	
10594	Rent 'N' Save Portabl		0000		EFT	01/30/2025	81491			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Parks 44160		P&Tmaint	Rents			60.00		
									60.00	

City of Faribault



PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury 10100		Cash								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
10594	Rent 'N' Save Portabl	0000		EFT	02/12/2025	595388				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 StrMaint 42410		StrMaint	MinorEquip		399.99				
							399.99			
						CHECK TOTAL	459.99			
111000	Rice County	0000		INV	02/13/2025	13701				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Water 44010		Water	Bldg Maint		30.00				
							30.00			
111000	Rice County	0000		INV	02/16/2025	12312024				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Roberds 44371		Roberds Lk	SwrChrgCol		9,768.36				
							9,768.36			
						CHECK TOTAL	9,798.36			
10998	Rice County Highway D	0000		INV	01/30/2025	1422				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Parks 42120		P&Tmaint	Motor Fuel		489.41				
							489.41			
						CHECK TOTAL	489.41			
10596	Ronco Engineering Sal	0000		EFT	02/13/2025	3382333				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 StrMaint 42210		StrMaint	VehEqParts		51.88				
							51.88			
						CHECK TOTAL	51.88			
10607	Safety-Kleen Systems	0000		INV	02/18/2025	R003339336				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 PW Fac 44010		PW Fac	Bldg Maint		103.15				
							103.15			
						CHECK TOTAL	103.15			
10066	Sanco Equipment LLC	0000		EFT	02/08/2025	PS2040077-1				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 Parks 42210		P&Tmaint	VehEqParts		185.82				
							185.82			

Report generated: 01/25/2025 08:21:16
 User: Jessica Kinser (jkinser)
 Program ID: apwarnt

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR	REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
					CHECK TOTAL	185.82				
10612 Selco	0000		EFT	02/08/2025	053101					
	ACCOUNT DETAIL				LINE AMOUNT					
1 Library 43096		Library	OnLineRes		6,682.10					
						6,682.10				
					CHECK TOTAL	6,682.10				
10932 Southern Minnesota In	0000		INV	01/31/2025	2025Pledge					
	ACCOUNT DETAIL				LINE AMOUNT					
1 EDA 44330		EDA	DuesSubscr		5,000.00					
						5,000.00				
					CHECK TOTAL	5,000.00				
10108 Star Sports & Apparel	0000		INV	02/14/2025	58AGD180FZKHA					
	ACCOUNT DETAIL				LINE AMOUNT					
1 Police 42180		Police	Uniforms		137.50					
						137.50				
10108 Star Sports & Apparel	0000		INV	02/15/2025	58AGD182FZKHA					
	ACCOUNT DETAIL				LINE AMOUNT					
1 Fire 42010		Fire	Supplies		108.75					
						108.75				
					CHECK TOTAL	246.25				
10056 Steele Waseca Coop El	0000		INV	02/15/2025	12312024					
	ACCOUNT DETAIL				LINE AMOUNT					
1 Airport 43810		Airport	Elec Util		1,791.68					
2 SwrRecl 43810		SewerReclm	Elec Util		62.28					
3 Water 43810		Water	Elec Util		768.54					
4 SwrColl 43810		Sewer Coll	Elec Util		328.99					
5 StrLight 43810		StrLight	Elec Util		190.80					
						3,142.29				
					CHECK TOTAL	3,142.29				

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury 10100				Cash						
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
11086	SWC Booyah LLC		0000		INV	02/08/2025	Permit2025-006			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	CodeInsp	32210	Code/Insp	Bldg Prmt			313.88		
	2	101	20820	General	SurchrgPay			5.70		
	3	CodeInsp	34220	Code/Insp	PlmbVerFee			1.00		
								320.58		
							CHECK TOTAL	320.58		
10635	Temple Electric Motor		0000		EFT	02/07/2025	RI-3816			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	SwrRecl	44040	SewerReclm	MachEqRpr			1,920.00		
								1,920.00		
							CHECK TOTAL	1,920.00		
10654	The UPS Store		0000		INV	02/12/2025	1ZK10R470101230017			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Water	43250	Water	Other Comm			87.90		
								87.90		
							CHECK TOTAL	87.90		
11088	Traffic and Parking C		0000		INV	02/09/2025	I794264			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	StrLight	42010	StrLight	Supplies			372.44		
								372.44		
							CHECK TOTAL	372.44		
10133	Truck Center Companie		0000		EFT	02/09/2025	XA304176920:01			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	StrMaint	42210	StrMaint	VehEqParts			3,500.60		
								3,500.60		
10133	Truck Center Companie		0000		EFT	02/14/2025	XA304177411:01			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	StrMaint	42210	StrMaint	VehEqParts			4.22		
								4.22		
10133	Truck Center Companie		0000		EFT	02/14/2025	XA304177428:01			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	StrMaint	42210	StrMaint	VehEqParts			-968.75		
								-968.75		

PRELIMINARY CLAIMS LIST REPORT

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CHECK RUN: 012825RG 01/24/2025

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CASH ACCOUNT: Treasury 10100		Cash								
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK	
10133	Truck Center Companie	0000		EFT	02/15/2025	XA304177478:01				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 StrMaint 42210		StrMaint	VehEqParts		1.84				
							1.84			
						CHECK TOTAL	2,537.91			
10222	Tyler Technologies In	0000		EFT	02/09/2025	045-499912				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CP Govt 44050		CP Govt	EOMaint		5,216.00				
							5,216.00			
10222	Tyler Technologies In	0000		EFT	10/22/2024	045490548				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CP Govt 44050		CP Govt	EOMaint		-1,486.50				
							-1,486.50			
10222	Tyler Technologies In	0000		EFT	11/06/2024	045-492410				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CP Govt 44050		CP Govt	EOMaint		7,172.00				
							7,172.00			
10222	Tyler Technologies In	0000		EFT	12/06/2024	045-492411				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CP Govt 44050		CP Govt	EOMaint		2,608.00				
							2,608.00			
10222	Tyler Technologies In	0000		EFT	12/08/2024	045-492749				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CP Govt 44050		CP Govt	EOMaint		1,623.00				
							1,623.00			
10222	Tyler Technologies In	0000		EFT	12/13/2024	045-492988				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CP Govt 44050		CP Govt	EOMaint		4,680.00				
							4,680.00			
10222	Tyler Technologies In	0000		EFT	01/30/2025	45-0499913				
	ACCOUNT DETAIL					LINE AMOUNT				
	1 CP Govt 44050		CP Govt	EOMaint		1,956.00				
							1,956.00			
						CHECK TOTAL	21,768.50			

PRELIMINARY CLAIMS LIST REPORT

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CASH ACCOUNT: Treasury 10100		Cash									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
999998	Charles Silkey	0000		INV	01/22/2025	535					
ACCOUNT DETAIL						LINE AMOUNT					
1	873 20200		Roberds Lk	AP		155.57				155.57	
						CHECK TOTAL	155.57			155.57	
999998	Christopher Grimm	0000		INV	01/22/2025	536					
ACCOUNT DETAIL						LINE AMOUNT					
1	601 20200		Water	AP		21.67				21.67	
						CHECK TOTAL	21.67			21.67	
999998	Daniel J Anonby	0000		INV	01/22/2025	533					
ACCOUNT DETAIL						LINE AMOUNT					
1	601 20200		Water	AP		6.23				6.23	
						CHECK TOTAL	6.23			6.23	
999998	Dennis Rothstein	0000		INV	01/22/2025	531					
ACCOUNT DETAIL						LINE AMOUNT					
1	601 20200		Water	AP		44.05				44.05	
						CHECK TOTAL	44.05			44.05	
999998	Jason Johannsen	0000		INV	01/22/2025	530					
ACCOUNT DETAIL						LINE AMOUNT					
1	601 20200		Water	AP		127.96				127.96	
						CHECK TOTAL	127.96			127.96	
999998	Jeff Bentley	0000		INV	01/22/2025	529					
ACCOUNT DETAIL						LINE AMOUNT					
1	601 20200		Water	AP		84.73				84.73	
						CHECK TOTAL	84.73			84.73	

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CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100		Cash									
VENDOR		REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK		
999998	Paul Wenc	0000		INV	01/22/2025	532					
ACCOUNT DETAIL						LINE AMOUNT					
1	601 20200		Water	AP		27.71					
						CHECK TOTAL	27.71				
							27.71				
999998	Sam Novotny	0000		INV	01/22/2025	534					
ACCOUNT DETAIL						LINE AMOUNT					
1	601 20200		Water	AP		44.08					
						CHECK TOTAL	44.08				
							44.08				
10655	Union Pacific Railroa	0000		EFT	02/09/2025	90142211					
ACCOUNT DETAIL						LINE AMOUNT					
1	StrImp 43090		Street Imp	ProfSrv		23,127.18					
						CHECK TOTAL	23,127.18				
							23,127.18				
10659	Jeffrey Valek	0000		INV	02/14/2025	1836 metal doors					
ACCOUNT DETAIL						LINE AMOUNT					
1	PW Fac 44010		PW Fac	Bldg Maint		175.00					
						CHECK TOTAL	175.00				
							175.00				
11006	Vertex Unmanned Solut	0000	4	INV	02/01/2025	3861					
ACCOUNT DETAIL						LINE AMOUNT					
1	CP PS 45400		CP PS	Mach&Equip		11,021.00					
2	CP PS 45400		CP PS	Mach&Equip		-9.00					
						CHECK TOTAL	11,012.00				
							11,012.00				
10964	Wal-Mart	0000		INV	02/08/2025	TR#03841					
ACCOUNT DETAIL						LINE AMOUNT					
1	Youth 42010		Youth	Supplies		77.20					
							77.20				
10964	Wal-Mart	0000		INV	02/08/2025	01204					
ACCOUNT DETAIL						LINE AMOUNT					
1	Youth 42010		Youth	Supplies		42.21					

City of Faribault



PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
								42.21		
10964	Wal-Mart		0000		INV	02/12/2025	08501			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Youth 42010		Youth	Supplies			28.97		
								28.97		
10964	Wal-Mart		0000		INV	02/13/2025	00776			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Fire 42230		Fire	Bldg Supp			79.62		
								79.62		
10964	Wal-Mart		0000		INV	02/14/2025	04503			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Youth 42010		Youth	Supplies			73.78		
								73.78		
10964	Wal-Mart		0000		INV	02/16/2025	01293			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	Fire 42010		Fire	Supplies			82.86		
								82.86		
							CHECK TOTAL	384.64		
10005	Walton's Inc		0000		EFT	01/30/2025	IN153649			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	SwrRecl 42210		SewerReclm	VehEqParts			919.80		
								919.80		
							CHECK TOTAL	919.80		

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10662	Waste Management of W		0000		INV	02/01/2025	7357867-4830-2			
ACCOUNT DETAIL							LINE AMOUNT			
1	Airport	43840		Airport	RefuseDisp			135.41		
2	Aquatic	43840		AquaticCtr	RefuseDisp			552.58		
3	CC Fac	43840		CC Fac	RefuseDisp			135.85		
4	CH Fac	43840		CH Maint	RefuseDisp			132.69		
5	Fire Fac	43840		Fire Fac	RefuseDisp			123.91		
6	Lib Fac	43840		Lib Fac	RefuseDisp			135.85		
7	Parks	43840		P&Tmaint	RefuseDisp			1,282.91		
8	Pol Fac	43840		Pol Fac	RefuseDisp			129.66		
9	PW Fac	43840		PW Fac	RefuseDisp			809.97		
10	Soccer	43840		SoccerComp	RefuseDisp			100.91		
11	Storm	43840		Storm Wtr	RefuseDisp			11.99		
12	SwrColl	43840		Sewer Coll	RefuseDisp			84.30		
13	SwrRecl	43840		SewerReclm	RefuseDisp			1,452.47		
14	Water	43840		Water	RefuseDisp			84.28		
15	Wshngtn	43840		Wshngtn	RefuseDisp			56.64		
								5,229.42		
10662	Waste Management of W		0000		INV	02/01/2025	7357866-4830-4			
ACCOUNT DETAIL							LINE AMOUNT			
1	CC Fac	43840		CC Fac	RefuseDisp			446.98		
								446.98		
							CHECK TOTAL	5,676.40		
10666	Water Conservation Se		0000		EFT	02/22/2025	14638			
ACCOUNT DETAIL							LINE AMOUNT			
1	Water	43090		Water	ProfSrv			419.00		
								419.00		
							CHECK TOTAL	419.00		
10249	WSB & Associates Inc		0000		EFT	02/15/2025	R-026524-000-1			
ACCOUNT DETAIL							LINE AMOUNT			
1	Water	43090		Water	ProfSrv			921.67		
2	Storm	43090		Storm Wtr	ProfSrv			921.67		
3	SwrColl	43090		Sewer Coll	ProfSrv			921.66		
								2,765.00		

PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10249	WSB & Associates Inc		0000		EFT	02/15/2025	R-026306-000-3			
ACCOUNT DETAIL							LINE AMOUNT			
1	PrkInd	45200		Prk Dedic	BldgImprov			3,471.25		
								3,471.25		
CHECK TOTAL								6,236.25		
10973	Xcel Energy		0000		INV	02/14/2025	910944755			
ACCOUNT DETAIL							LINE AMOUNT			
1	Airport	43830		Airport	Gas Util			1,474.32		
2	Aquatic	43810		AquaticCtr	Elec Util			445.55		
3	Aquatic	43830		AquaticCtr	Gas Util			139.04		
4	CC Fac	43810		CC Fac	Elec Util			5,494.93		
5	CC Fac	43830		CC Fac	Gas Util			1,941.32		
6	CH Fac	43810		CH Maint	Elec Util			1,480.35		
7	CH Fac	43830		CH Maint	Gas Util			1,202.45		
8	EmrgMgmt	43810		EmrgMgmt	Elec Util			3.91		
9	Fire Fac	43810		Fire Fac	Elec Util			364.61		
10	Fire Fac	43830		Fire Fac	Gas Util			1,411.02		
11	Lib Fac	43810		Lib Fac	Elec Util			820.46		
12	Lib Fac	43830		Lib Fac	Gas Util			4,529.75		
13	Parks	43810		P&Tmaint	Elec Util			1,512.14		
14	Parks	43830		P&Tmaint	Gas Util			102.20		
15	Pol Fac	43810		Pol Fac	Elec Util			2,921.24		
16	Pol Fac	43830		Pol Fac	Gas Util			3,135.23		
17	PW Fac	43830		PW Fac	Gas Util			3,876.99		
18	Soccer	43810		SoccerComp	Elec Util			284.84		
19	Storm	43810		Storm Wtr	Elec Util			43.22		
20	Storm	43830		Storm Wtr	Gas Util			57.37		
21	StrLight	43810		StrLight	Elec Util			1,949.97		
22	StrSign	43810		Sign Sig	Elec Util			513.36		
23	SwrColl	43810		Sewer Coll	Elec Util			910.66		
24	SwrColl	43830		Sewer Coll	Gas Util			403.49		
25	SwrRecl	43810		SewerReclm	Elec Util			13,601.50		
26	SwrRecl	43830		SewerReclm	Gas Util			9,890.55		
27	Water	43810		Water	Elec Util			17,595.31		
28	Water	43830		Water	Gas Util			1,597.32		
29	Wshngtn	43810		Wshngtn	Elec Util			252.86		
30	Wshngtn	43830		Wshngtn	Gas Util			2,189.49		
31	PW Fac	43810		PW Fac	Elec Util			2,920.49		

Report generated: 01/25/2025 08:21:16
 User: Jessica Kinser (jkinser)
 Program ID: apwarrnt

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PRELIMINARY CLAIMS LIST REPORT

Detail Invoice List

CHECK RUN: 012825RG 01/24/2025

DUE DATE: 01/24/2025

CASH ACCOUNT: Treasury 10100			Cash							
VENDOR			REMIT	PO	TYPE	DUE DATE	INVOICE	AMOUNT	VOUCHER	CHECK
10973	Xcel Energy		0000		INV	02/10/2025	910465680	83,065.94		
	ACCOUNT DETAIL						LINE AMOUNT			
	1	StrLight 43810		StrLight	Elec Util			14.74		
								14.74		
10973	Xcel Energy		0000		INV	02/18/2025	911491247			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	StrSign 43810		Sign Sig	Elec Util			46.70		
								46.70		
							CHECK TOTAL	83,127.38		
10672	Zep Sales & Service		0000		INV	02/14/2025	9010711205			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	EqMaint 42010		EqMaint	Supplies			209.55		
								209.55		
							CHECK TOTAL	209.55		
10673	Ziegler Inc		0000		EFT	02/12/2025	SI000592030			
	ACCOUNT DETAIL						LINE AMOUNT			
	1	StrMaint 43090		StrMaint	ProfSrv			1,512.54		
								1,512.54		
							CHECK TOTAL	1,512.54		
245	INVOICES						WARRANT TOTAL	674,504.03	674,504.03	



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Kevin Bushard, Human Resources Director
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-011 Approve Hiring Police Officers

Background:

Due to resignation, there is a need to fill two Police Officer Positions. The position was posted from November 12, 2024 to December 6, 2024.

Four applications were received, reviewed, scored and interviewed. The interview panel consisted of Police Administration Staff. From the interview process, John Wunderlich and Kevin Fisher were selected as the recommendations for hire.

Resolution 2025-011 recommends the hiring of John Wunderlich and Kevin Fisher. John and Kevin will be hired at grade J step 3 and step 9 as per the LELS 2025 CBA.

Recommendation:

Approve resolution 2025-011, approving the hiring of John Wunderlich and Kevin Fisher as Police Officers.

Attachments:

1. Resolution 2025-011 Approve Hiring Police Officers

CITY OF FARIBAULT

RESOLUTION #2025-011

APPROVE HIRING POLICE OFFICERS

WHEREAS, the City of Faribault (the "City") presently has vacant Police Officer positions that need to be filled by a qualified candidate; and

WHEREAS, the City has advertised and interviewed for the Police Officer positions with the City; and

WHEREAS, the City Council desires to fill the vacant Police Officer positions.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault, Minnesota, that John Wunderlich and Kevin Fisher shall be extended offers of employment to fill the vacant Police Officer positions.

Date Adopted: January 28, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: January 28, 2025
SUBJECT: Approve LG220 Application for Exempt Permit

Background:

The Rice County Pheasants Forever CH0821 submitted an LG220 for an event on March 15, 2025 at the Eagles Aerie 1460. If approved by the Council, staff will forward the signed application to the Minnesota Gambling Control Board for review and final approval.

Recommendation:

Approve LG220 Application.

Attachments:

1. Rice County Pheasants Forever - LG220

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 raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Rice County Pheasants Forever CH0821

Previous Gambling Permit Number: [REDACTED]

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 26915 Meadow Ridge Drive

City: Elko

State: MN

Zip: 55020

County: Scott

Name of Chief Executive Officer (CEO): _____

CEO Daytime Phone: 651-592-6037

CEO Email: jonswitalla@gmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): siallen17@outlook.com

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐

Fraternal

☐

Religious

☐

Veterans

☒

Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐

A current calendar year Certificate of Good Standing

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐

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 toll free at 1-877-829-5500.

☒

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:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. 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): Eagles Aerie 1460

Physical Address (do not use P.O. box): 20247 Grant Street W

Check one:

☒

City: Faribault

Zip: MN

County: Rice

☐

Township: _____

Zip: _____

County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): March 15th, 2025

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

☐

Bingo

☐

Paddlewheels

☐

Pull-Tabs

☐

Tipboards

☒

Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.



Request for Council Action

TO: Mayor and City Council
THROUGH: David Wanberg, CED Director; Jessica Kinser, City Administrator
FROM: Robert Harris III, Economic Development Coordinator
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-012 Amend Small Cities Development Program Spend Plan

Background:

At a previous work session, the City Council directed staff to utilize Small Cities Development Program (SCDP) Program Income funds to support eligible activities in the Central Business District (CBD). Resolution #2025-012 amends the City's adopted SCDP spending plan to reflect this direction.

The City has a current SCDP program income fund balance of approximately \$330,607, primarily generated through the repayment of previous program loans. To comply with U.S. Department of Housing and Urban Development (HUD) guidelines, these funds must be spent on eligible projects that align with federal objectives. The amended plan allocates the funds toward retrofitting streetlights in the CBD with energy-efficient LED lighting. This project supports the federal objective of removing slum and blight, while also improving streetscape aesthetics and sustainability.

The total estimated cost of the project is \$411,000, with implementation planned for Summer 2025. Resolution 2025-012 authorizes staff and city leadership to submit the amended plan to the Minnesota Department of Employment and Economic Development (DEED) and take all necessary steps to move the project forward.

Recommendation:

Approve Resolution 2025-012.

Attachments:

1. Resolution 2025-012 Amend Small Cities Development Program Spend Plan

CITY OF FARIBAULT

RESOLUTION #2025-012

APPROVING AN AMENDMENT TO THE CITY COUNCIL APPROVED SPENDING PLAN FOR THE USE OF SMALL CITIES DEVELOPMENT PROGRAM FUNDS

WHEREAS, the City of Faribault has, over the years, successfully applied for and has been awarded Small Cities Development Program Funds by the Minnesota Department of Employment and Economic Development; and

WHEREAS, the programs funded through the Small Cities Development Program in the City of Faribault have typically been commercial and residential rehabilitation programs focused in the Central Business District; and

WHEREAS, many of the programs were loans that have been paid back resulting in a current fund balance of approximately \$330,607; and

WHEREAS, the US Department of Housing and Urban Development, which is the source of the Small Cities Development Program funding, has directed the Minnesota Department of Employment and Economic Development to work with local communities to spend down fund balances; and

WHEREAS, the City of Faribault adopted a Small Cities Development Program Plan (the "Plan") to spend the fund balance on eligible activities that meet one of the three Federal Objectives associated with the funds.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Faribault, Minnesota, amends the adopted Small Cities Development Program Plan as essentially set forth and attached as Exhibit A.

BE IT FURTHER RESOLVED, by the City Council of the City of Faribault, Minnesota, that the Mayor, City Administrator, and Staff are hereby authorized and directed to take all additional steps and actions necessary to submit the amended Plan to the Minnesota Department of Employment and Economic Development.

Date Adopted: January 28, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator

EXHIBIT A – Plan
Amended Small Cities Development Program Plan

PROJECT		DETAILS	EST. COSTS	FEDERAL OBJECTIVE	TIMELINE
Retrofitting outdoor lighting in central business district	Streetscape Improvements to CBD	Retrofit streetlights in the central business district to LED	\$411,000	Removal of Slum & Blight	Summer 2025
			\$411,000		



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-014 Approve 2025 Massage Licenses

Background:

Staff has received applications from the following individuals for Massage Licenses in 2025:

Brenda Nelson
Nicole Nechanicky
Michelle Bottke
Amy Lynn Regenscheid
Joy Viengxone Luong
Susan Joann Jameson
Brooke Kelly
Sara Burt
Janell Mary Lindblom
Keri Jo Simon
Sharon Ann Madison
Julie Ann Bayardo
Carrie Fahlin
Shannan Lynn Walker
Valerie Hullett
Stacy Jennings

All applicants submitted the proper fees and paperwork and background checks were completed by the Faribault Police Department. The applications were also reviewed and approved by the City Planner.

Recommendation:

Approve Resolution 2025-014.

Attachments:

1. Resolution 2024-014 Approve 2025 Massage Therapist Licenses

CITY OF FARIBAULT

RESOLUTION #2025-014

APPROVE 2025 MASSAGE THERAPIST LICENSES

WHEREAS, the following have presented application to the City of Faribault for renewal of their Massage Therapist Licenses:

Brenda Nelson	Keri Jo Simon
Nicole Nechanicky	Sharon Ann Madison
Michelle Bottke	Julie Ann Bayardo
Amy Lynn Regenscheid	Carrie Fahlin
Joy Viengxone Luong	Shannan Lynn Walker
Susan Joann Jameson	Valerie Hullett
Brooke Kelly	Sara Burt
Janell Mary Lindblom	Stacy Jennings

WHEREAS, all of the above named have paid the proper fee and provided the required documentation; and

WHEREAS, the Police Department has completed the required background investigations and has approved the licenses; and

WHEREAS, the above named have current Massage Therapist licenses with the City of Faribault.

NOW, THEREFORE, BE IT RESOLVED, that the above-named applicants be granted Massage Therapist licenses with the City of Faribault for the term of February 1, 2025 to January 31, 2026.

Date Adopted: January 28, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-015 Approve 2025 Salvage Dealer Licenses

Background:

Staff have received applications for the renewal of Salvage Dealer Licenses for the following companies:

- David King dba Kelly's Faribault Auto Parts
- Gary Pettipiece dba Harley's Auto Salvage

The applicants have paid all required fees and submitted all the required paperwork. The Police Department completed the required background check and all required bonds were reviewed by the City Attorneys office.

Recommendation:

Approve Resolution 2025-015.

Attachments:

1. Resolution 2025-015 Approve 2025 Salvage Dealers License

CITY OF FARIBAULT

RESOLUTION #2025-015

APPROVE 2025 SALVAGE DEALER LICENSES

WHEREAS, the City of Faribault Administration Office have received applications for the renewal of their Salvage Dealers licenses for:

David King dba Kelly's Faribault Auto Parts
Gary Pettipiece dba Harley's Auto Salvage

WHEREAS, the above named have provided proper fees; provided proof of Minnesota Workers Compensation Insurance; proof of \$1,000 Surety Bond and provided the necessary Tax Information Form, and;

WHEREAS, the Police Department is in the process of conducting the required background investigations; and

WHEREAS, pending the review and approval of the submitted bonds by the City Attorney; and

WHEREAS, the above named have current licenses with the City of Faribault.

NOW, THEREFORE, BE IT RESOLVED, that David King dba Kelly's Auto Salvage and Gary Pettipiece dba Harley's Auto & Recycling, each be granted Salvage Dealer Licenses with the City of Faribault for the term of February 1, 2025 to January 31, 2026.

Date Adopted: January 28, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-016 Approve 2025 Vehicle for Hire License

Background:

Staff has received an application for the renewal of a Vehicle for Hire license for Access On Time Companies, Inc. dba First Choice Shuttle, 1333 South Trail Drive. The applicant has paid all required fees and submitted all required paperwork. The Police Department completed the required background check and the City Attorney reviewed and approve the Certificate of Insurance provided.

Recommendation:

Approve Resolution 2025-016.

Attachments:

1. Resolution 2025-016 Approve 2025 Vehicle for Hire License

CITY OF FARIBAULT

RESOLUTION #2025-016

APPROVE 2025 VEHICLES FOR HIRE LICENSE

WHEREAS, the City of Faribault has received an application for the renewal of vehicle for hire license for Access On Time Companies, Inc. dba First Choice Shuttle, 1333 South Trail Drive; and

WHEREAS, the City of Faribault has received the proper fees and the required Certificates of Insurance; has been provided proof of Certification of Compliance with the Minnesota Workers Compensation Insurance law; and been provided the necessary Tax Information Form; and

WHEREAS, the Police Department is in the process of conducting the required background investigations; and

WHEREAS, the City Attorney will be reviewing the required Certificates of Insurance provided; and

WHEREAS, Access On Time Companies, Inc., 1333 South Trail Drive, P.O. Box 06 has a current taxicab license with the City of Faribault.

NOW, THEREFORE BE IT RESOLVED, that the taxicab company listed above be granted renewal of their vehicle for hire license with the City of Faribault for the term of February 1, 2025 to January 31, 2026.

Date Adopted: January 28, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: David Wanberg, CED Director
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-17 Support Community Action Center Grant Application and Approve Memorandum of Understanding

Background:

Community Action Center (CAC) will submit a \$250,000 grant application through the Great Lakes Environmental Justice Thriving Communities Grant Program to engage community members in a planning process that prioritizes Faribault's environmental, economic, and community development issues and opportunities. CAC will work with the City on the details of the work plan, which will likely include conducting an inventory of infill and redevelopment housing sites. CAC will prepare the grant application and, if successful, administer the grant. The grant will reimburse the City for its staff time, vendor costs, materials, and other related expenses. It allows the City to partner with others to cost-effectively and meaningfully address significant needs in Faribault, which the City should address, regardless of the grant.

The attached Resolution and Memorandum of Understanding generally describe the City and CAC's roles, responsibilities, and expectations.

Recommendation:

Approve Resolution 2025-017.

Attachments:

1. Resolution 2025-17 Support Community Action Center Grant Application and Approve Memorandum of Understanding

CITY OF FARIBAULT

RESOLUTION #2025-017

SUPPORT COMMUNITY ACTION CENTER GRANT APPLICATION AND APPROVE MEMORANDUM OF UNDERSTANDING

WHEREAS, Community Action Center (CAC) intends to submit a \$250,000 grant application to the Great Lakes Environmental Justice Thriving Communities Grant Program to engage community members in a planning process that prioritizes Faribault's environmental, economic, and community development issues and opportunities; and

WHEREAS, CAC will work with the City on the details of the work plan, which will likely include conducting an inventory of infill and housing redevelopment housing sites; and

WHEREAS, CAC will prepare the grant application and, if successful, administer the grant; and

WHEREAS, the grant will reimburse the City for its staff time, vendor costs, materials, and other related expenses; and

WHEREAS, the grant allows the City to partner with CAC and others to cost-effectively and meaningfully address significant needs in Faribault, which the City should address, regardless of the grant.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Faribault, Minnesota, supports Community Action Center's \$250,000 grant application to the Great Lakes Environmental Justice Thriving Communities Program to engage community members in a planning process that prioritizes Faribault's environmental, economic, and community development issues and opportunities.

BE IT FURTHER RESOLVED by the City Council of the City of Faribault, Minnesota, that it hereby approves the attached Memorandum of Understanding between the City and CAC outlining the general roles, responsibilities, and expectations of both parties as they relate to the grant.

ALSO, BE IT FURTHER RESOLVED that the City Council authorizes the Mayor, City Administrator, City Staff, and the City's Consultants to take all additional steps and actions necessary to meet the intent of this Resolution.

Date Adopted: January 28, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator

**MEMORANDUM OF UNDERSTANDING BETWEEN
COMMUNITY ACTION CENTER (CAC) AND
CITY OF FARIBAULT (FBO)**

The purpose of this Memorandum of Understanding ("MOU") is to memorialize an agreement between the Community Action Center ("CAC") and the City of Faribault ("FBO").

RECITALS

WHEREAS, CAC seeks to support the emerging needs of the Faribault community by working closely with FBO staff and community leaders;

WHEREAS, CAC currently works with approximately 10,000 unique low-income Faribault residents through their food shelf, housing, health, and other social services in the community;

WHEREAS, FBO seeks to advance economic and community development initiatives in the community, including but not limited to affordable housing, weatherization of existing structures, renewable energy, tree management, transportation, etc.;

WHEREAS, the Great Lakes Environmental Justice Thriving Communities Grantmaking Program (GLTCGP) is accepting applications for Tier 2 grants that include community planning and visioning with eligibility limited to Environmental Justice census tracts. The source of the funding is from the Environmental Protection Agency (EPA); and

WHEREAS, CAC and FBO intend to apply for funding through the GLTCGP in order to secure resources to work together to engage community members in these eligible census tracts in a robust planning process to identify and prioritize environmental, economic, and community development opportunities.

NOW, THEREFORE, contingent on funding from the grant application, CAC and FBO agree as follows:

1. CAC agrees to:

- A. Complete and submit the grant application (regardless of grant outcome);
- B. Execute grant administration, including data collection, financial, and narrative reporting requirements;

- C. Engage individuals who access services at CAC of Faribault to participate in the planning process;
- D. Collaborate on executing tasks identified in the workplan related to prioritizing community needs and opportunities in the planning process; and
- E. Participate in community engagement events, surveys, and summits to ensure the planning process aligns with the needs of grant eligible populations.

2. FBO agrees to:

- a. Collaborate with CAC on creating an inventory of community and economic development needs;
- b. Commit to valuing the insights and feedback from grant eligible community members;
- c. Commit staff leadership time to executing grant workplan and additional staff time to complete tasks such as GIS mapping, zoning, ordinance review, and attending community engagement opportunities aligned with the planning process; and
- d. Track and submit data and expenses to CAC for reimbursement in a timely manner, based on the requirements of the grant contract.

3. The parties both agree that:

- A. The grant budget will include reimbursement for FBO staff, vendors, consultants, materials, and related expenses; CAC staff, contracts, and vendors; and additional project costs allowed by the grantor.
- B. The maximum award of the grant is \$250,000. If selected for funding by the grantor, both parties will work with a Program Officer to finalize budget, milestones, and outcomes, as well as any additional requirements of the grantor that are not known at this time;
- C. A new MOU will be signed, if funding is awarded, to reflect actual budget amounts;
- D. CAC will retain the administrative portion of the grant budget (usually 10%) for grant writing, workplan and financial reporting, and general grant administration;
- E. CAC and FBO shall be bound by and shall abide by all applicable Federal or State statutes or regulations pertaining to the confidentiality of client records or information.

- F. This MOU shall be subject to all applicable provisions of State and Federal law and regulations related to the delivery and funding of social services or city planning;
- G. The original MOU may be amended by mutual consent of both parties; however, such amended agreements must be in writing and signed by both parties; and
- H. If funding is not awarded by the grantor, this MOU shall expire upon notification from the grantor. The expected funding announcement is estimated by July 2025.

Each signatory to this MOU certifies by signing that he or she is fully authorized, in his or her own capacity, or by the named party he or she represents, to accept the terms and provisions of this MOU in their entirety, and agrees, in his or her representational capacity, to be bound by the terms of this MOU.

By:

Scott Wopata, Executive Director, CAC

Date

CITY OF FARIBAULT

Thomas J. Spooner, Mayor

Date

ATTEST:

Jessica L. Kinser, City Administrator

Date



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Heather Slechta, City Clerk
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-018 Approve Appointments of Board and Commission Members

Background:

Applications were reviewed and appointments recommended at the January 21, 2025, City Council Work Session for various board and commission openings. The attached resolution details the recommended appointments, listing the applicant, the board/commission to which they are being appointed, and the end date for the term of their appointment.

Recommendation:

Approve Resolution 2025-018.

Attachments:

1. Resolution 2025-018 Approve Appointments of Board and Commission Members

CITY OF FARIBAULT

RESOLUTION #2025-018

APPROVE APPOINTMENTS OF BOARD AND COMMISSION MEMBERS

WHEREAS, there exist numerous vacancies for boards and commissions for the City of Faribault; and

WHEREAS, the City received applications from individuals interested in serving on these boards and commissions; and

WHEREAS, the City Council reviewed the applications at their January 16, 2024 Work Session meeting and recommended the appointments for individuals to the boards and commissions.

NOW, THEREFORE BE IT RESOLVED, that the Faribault City Council hereby appoints the following individuals to the listed board or commission with the date of term expiration as identified:

<u>Appointee</u>	<u>Board/Commission</u>	<u>Expiration</u>
Bruch, Stien	Airport Advisory Board	1/31/2028
Smith, William	Airport Advisory Board	1/31/2028
DeMars, Teresa	Environmental Commission	1/31/2028
Kuhlam, Ron	Heritage Preservation Commission	1/31/2028
Spooner, Jayne	Library Advisory Board	1/31/2028
Powell, Samuel	Library Advisory Board	1/31/2028
Kreager, Chad	Park & Rec Advisory Board	1/31/2028
Temple, Chad	Park & Rec Advisory Board	1/31/2028
Gustafson, Kameron	Park & Rec Advisory Board	1/31/2026
Green, Samantha	Planning Commission	1/31/2028
Miglio, Ed	Planning Commission	1/31/2028
Little, Ed	Charitable Gambling Board	1/31/2027
Marquardt, Troy	Charitable Gambling Board	1/31/2027
Hausen, Jamie	Charitable Gambling Board	1/31/2027
Chmelik, Johnathan	Charitable Gambling Board	1/31/2027
DeMars, Brenda	Charitable Gambling Board	1/31/2027

Date Adopted: January 28, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: January 28, 2025
SUBJECT: Approve 2025 CIP Purchase – Replacement Lawn Mower

Background:

The 2025 Budget and CIP have approved \$20,000.00 for the purchase of a zero-turn mower to replace a 2012 model. This piece of equipment is used to mow the grounds at the Water Reclamation Facility (WRF). The mower has required more maintenance and had more downtime recently, has reached its useful life and needs to be replaced.

Staff obtained a quote for the purchase of a John Deere Z970R mower from Midwest Machinery Co., Northfield, MN, under Minnesota State Bid Contract # 243334 (PG 0B CG 22) for \$15,683.82. The 2012 mower will be sold on GovDeals. There is no sales tax on the purchase. The Sewer Fund (602) will provide the funding.

Recommendation:

Approve 2025 CIP Purchase – John Deere Mower from Midwest Machinery Co., Northfield, MN

Attachments:

1. Z970 Mower Quote

Customer:

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

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

Vendor: Deere & Company

- ☐ 2000 John Deere Run
Cary, NC 27513

- ☐ Signature on all LOIs and POs with a signature line

- ☐ Contract name or number; or JD Quote ID

- ☐ Sold to street address

- ☐ Ship to street address (no PO box)

- ☐ Bill to contact name and phone number

- ☐ Bill to address

- ☐ Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)

- ☐ Membership number if required by the contract

For any questions, please contact:

Daniel Kapaun

Midwest Machinery Co.
32980 Northfield Blvd.
Northfield, MN 55057

Tel: 507-645-4886

Fax: 507-645-6362

Email: dkapaun@mmcjcd.com

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

Quote Id: 32198374

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

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

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

Midwest Machinery Co.
32980 Northfield Blvd.
Northfield, MN 55057
507-645-4886
sales@mmcjd.com

Prepared For:
Henry Morgan
CITY OF FARIBAULT



**MIDWEST
MACHINERY CO**

Proposal For:
Henry Morgan

Delivering Dealer:

Daniel Kapaun

Midwest Machinery Co.
32980 Northfield Blvd.
Northfield, MN 55057

sales@mmcjd.com

Quote Prepared By:

Daniel Kapaun
dkapaun@mmcjd.com

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

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

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

Midwest Machinery Co.
32980 Northfield Blvd.
Northfield, MN 55057
507-645-4886
sales@mmcjd.com

Quote Summary

Prepared For:

Henry Morgan
CITY OF FARIBAULT
Henry Morgan
1200 BELVIEW AVE
FARIBAULT, MN 55021
HMORGAN@CI.FARIBAULT.MN.US

Delivering Dealer:

Midwest Machinery Co.
Daniel Kapaun
32980 Northfield Blvd.
Northfield, MN 55057
Phone: 507-645-4886
dkapaun@mmcjd.com

Quote ID: 32198374
Created On: 10 January 2025
Last Modified On: 10 January 2025
Expiration Date: 09 February 2025

Equipment Summary

JOHN DEERE Z970R ZTrak

Selling Price

\$ 15,683.82 X

Qty

1 =

Extended

\$ 15,683.82

Contract: MN Turf Maint Equip 243334 (PG 0B CG 22)

Price Effective Date: November 1, 2023

Equipment Total

\$ 15,683.82

* Includes Fees and Non-contract items

Quote Summary

Equipment Total \$ 15,683.82

Trade In

SubTotal **\$ 15,683.82**

Total \$ 15,683.82

Down Payment (0.00)

Rental Applied (0.00)

Balance Due \$ 15,683.82

Salesperson : X _____

Accepted By : X _____

Selling Equipment

Quote Id: 32198374 **Customer Name:** CITY OF FARIBAULT

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

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

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

Midwest Machinery Co.
32980 Northfield Blvd.
Northfield, MN 55057
507-645-4886
sales@mmcjd.com

JOHN DEERE Z970R ZTrak

Hours:

Stock Number:

Contract: MN Turf Maint Equip 243334 (PG 0B CG 22)

Selling Price *

Price Effective Date: November 1, 2023

\$ 15,683.82

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

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
2215TC	Z970R ZTrak	1	\$ 20,569.00	22.00	\$ 4,525.18	\$ 16,043.82	\$ 16,043.82
Standard Options - Per Unit							
001A	United States/Canada	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
1036	24x12x12 Pneumatic Turf Tire for 54 In. and 60 In. Decks	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
1504	60 In. Side Discharge Mower Deck	1	\$ -750.00	22.00	\$ -165.00	\$ -585.00	\$ -585.00
2093	Fully Adjustable Suspension Seat with Armrests (24" High Back)	1	\$ 0.00	22.00	\$ 0.00	\$ 0.00	\$ 0.00
Standard Options Total			\$ -750.00		\$ -165.00	\$ -585.00	\$ -585.00
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
Other Charges							
	Customer Setup	1	\$ 225.00			\$ 225.00	\$ 225.00
			\$ 225.00			\$ 225.00	\$ 225.00
Suggested Price							\$ 15,683.82
Total Selling Price			\$ 20,044.00		\$ 4,360.18	\$ 15,683.82	\$ 15,683.82



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: January 28, 2025
SUBJECT: Accept Quote for Ultraviolet Light Disinfection Equipment at Water Reclamation Facility

Background:

The 2025 budget has funds allocated for the purchase of replacement ultraviolet light disinfection equipment at the Water Reclamation Facility. The system treats water prior to being discharged to the Straight River during the summer months. The treatment is necessary to achieve permit compliance per the Minnesota Pollution Control Agency (MPCA).

The system has parts that need replacement. Staff has obtained a quote from the equipment manufacturer, Trojan Technologies, ON Canada for \$40,888.49. The quote includes freight and there is no sales tax on the purchase. The Sanitary Sewer Fund (602) will provide the funding.

Recommendation:

Accept Quote for Ultraviolet Light Disinfection Equipment from Trojan Technologies, ON Canada

Attachments:

1. UV Parts Quote



TROJAN TECHNOLOGIES
3020 GORE ROAD
LONDON, ON N5V 4T7
CANADA
T. 519-457-3400
www.trojantechnologies.com

QUOTATION
QO0016581

Sold to
**CITY OF FARIBAULT, MN WATER
RECLAMATION FACILITY
208 1ST AVENUE NW
Faribault MN 55021-5105
UNITED STATES**

Ship to
**CITY OF FARIBAULT, MN WATER
RECLAMATION FACILITY
214 14TH ST NE
Faribault MN 55021-3008
UNITED STATES**

Customer Service Contact : tuvcustomerservice@trojantechnologies.com

Payment Terms : 0% / 00 / 30 net
Delivery Terms : DELIVERED DUTY PAID
Carrier/LSP :

Internal Sales Rep : Ayush Singh
Customer No. : 100006508
Reference :
Quote Date : 01-02-2025
Quote Expiry Date : 02-01-2025

ATTN: STEVE MCDOWELL 612-221-7673 smcdowell@ci.faribault.mn.us

TROJAN MANAGEMENT APPROVED DISCOUNT ON LAMPS

FREIGHT ID 9143

Line	Project Item Description	Quantity	Price Discount %	Unit Net Price Net Amount	Tax Rate Tax Amount	Amount
10	327122-010 SEAL KIT, UV3+07 CAN 010 BULK	6.00	383.80/ EA	383.80 2,302.80	0.00% 0.00	2,302.80
20	316136-004 SLEEVE, QTZ UV3+ 28x25x19584PK	3.00	625.60/ EA	625.60 1,876.80	0.00% 0.00	1,876.80
30	794447-ORD LAMP P, GA64T6HE ANGLE BASE TROJAN MANAGEMENT APPROVED DISCOUNT ON LAMPS	70.00	434.50/ EA	434.50 30,415.00	0.00% 0.00	30,415.00
40	914374-006GF PLUG, UV3+ PDC MODULE 6' GF	7.00	603.30/ EA	603.30 4,223.10	0.00% 0.00	4,223.10
50	914343 RECEPTACLE, UV3+ PDC	7.00	247.60/ EA	247.60 1,733.20	0.00% 0.00	1,733.20
60	914368 RECEPTACLE, UV3+ PDC CAP	4.00	15.60/ EA	15.60 62.40	0.00% 0.00	62.40

Line	Project Item Description	Quantity	Price Discount %	Unit Net Price Net Amount	Tax Rate Tax Amount	Amount
70	FREIGHT FREIGHT & HANDLING FREIGHT ID 9143	1.00	275.19/ EA	275.19 275.19	0.00% 0.00	275.19
		Goods Costs	40,613.30 275.19	Discount Subtotal	0.00 40,888.49	Tax Amount 0.00
						Total USD 40,888.49



TROJAN TECHNOLOGIES
3020 GORE ROAD
LONDON, ON N5V 4T7
CANADA
T. 519-457-3400
www.trojantechnologies.com

QUOTATION
QO0016581

Terms and Conditions

All purchases of Trojan products and/or services are expressly and without limitation subject to Trojan's Terms and Conditions of Sale ("Trojan" or "SELLER"), incorporated herein by reference and published on Trojan's website <https://www.trojantechnologies.com/sales-terms-conditions/>

Trojan TCS are incorporated by reference into each of Trojan's offers or quotations, order acknowledgments, and invoice and shipping documents. The first of the following acts shall constitute an acceptance of Trojan's offer and not a counteroffer and shall create a contract of sale ("Contract") in accordance with the Trojan TCS, subject to Trojan's final credit approval: (i) Buyer's issuance of a purchase order document against Trojan's offer or quotation; (ii) Trojan's acknowledgement of Buyer's order; or (iii) commencement of any performance by Trojan in response to Buyer's order. Provisions contained in Buyer's purchase documents that materially alter, add to or subtract from the provisions of the Trojan's TCS shall be null and void and not considered part of the Contract.

www.trojantechnologies.com/sales-terms-conditions





Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Paul J Peanasky, Parks and Recreation Director
MEETING DATE: January 28, 2025
SUBJECT: Approve CIP Purchase - Replace Toro Lawn Mower for Parks Department

Background:

The 2025 CIP has \$32,000 budgeted to purchase a replacement Toro 3300 Mower. The Mower from MTI Distributing is on State of Minnesota State Contract # 243333. The proposal with a trade in a Toro 328D mower of \$4000 is \$31,564.93.

Recommendation:

Staff recommends approving the quote from MTI Distributing with a trade in for \$31,564.93.

Attachments:

1. Quote - City of Faribault GM3300 1-21-25update 2



MTI Distributing
Equipment Quote
January 21, 2025



City of Faribault
Keith Walker

Quote Expiration Date: 2/13/2025

MN State Contract 243333

Qty	Model Number	Description	MSRP Price Each	MN State Price Each
1	31902A	Toro Groundsmaster 3300 4WD	\$35,657.00	\$27,812.46
1	31973	72 Inch Rear Discharge Deck	\$5,873.00	\$4,580.94
1	31979	Recycler Kit	\$503.00	\$392.34
1	32303	Air-Ride Suspension Seat	\$1,686.00	\$1,315.08
1	31997	LED Light Kit - ROPS	\$750.00	\$585.00
1	30669	Universal Sunshade, White	\$977.00	\$748.02
1	114-4096	Weight Kit (42 Lbs)	\$176.89	\$131.09
Trade In				
1	30626	Toro Groundsmaster 328D 30626-260000201 Hrs 2214	-\$4,000.00	-\$4,000.00
Equipment subtotal				\$35,564.93
Trade In				-\$4,000.00
Subtotal				\$31,564.93
Sales Tax Exempt				\$0.00
Total				\$31,564.93

MN State Contract 243333 2024 pricing is only valid until February 13 2025.

Financing rates are guaranteed for 30 days from date off quote.

Quote is valid until February 13 2025; pending product availability

Net 30 Terms with qualified credit

New Toro commercial equipment comes with a two-year manufacturer warranty

Equipment delivery and set-up at no additional charge

All commercial products purchased by a credit card will be subject to a 2.5% service fee.

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

Andy Keyes
Commercial Sales Rep
612-456-0709

Scott Esterby
Inside Sales Rep
763-592-5641

MTI Distributing, Inc. • 4830 Azelia Ave N • Brooklyn Center, MN



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Paul J Peanasky, Parks and Recreation Director
MEETING DATE: January 28, 2025
SUBJECT: Approve Request to Apply for Hannah Lips Grant for Parks and Recreation

Background:

Faribault Parks and Recreation Department is requesting permission to apply for a Hannah Lips Foundation Grant for \$2,000.000 to purchase new manikins to use for CPR classes and for staff training.

The American Red Cross has updated their standards and wants all manikins to have a jaw thrust motion. The old manikins are not able to do this and need to be replaced.

Recommendation:

Approve request to apply for Hannah Lips Foundation Grant for Parks and Recreation.

Attachments:

1. Hannah Lips 2025 Grant request
2. Grant Summary Form

APPLICATIONS FOR GRANTS

Grant requests should be mailed to:

THE HANNAH LIPS FOUNDATION
P.O. Box 183
Faribault, MN 55021

The following information must be included with grant requests:

1. Name and contact information of the applicant organization.
 - a. City of Faribault Parks and Recreation Kevin O'Brien Recreation Superintendent 507-384-0519 kobrien@ci.faribault.mn.us 15 Division Street West Faribault, MN 55021
2. General purpose and objective of the applicant organization, including mission statement.
 - a. Faribault Community Vision: Small Town Pride. Big City Opportunity. Faribault is one of America's best small communities. A place where all people find opportunities to succeed, grow and prosper. We celebrate our unique strengths in education, business industry, medical, nature, recreation, leisure, and the arts. – and we are proud of our historic downtown and iconic institutions. As a community we embrace the future and plan for positive change through our commitment to innovation and excellence, making Faribault an outstanding place to live, work, grow, invest and visit.
 - b. Provide quality safe programs with staff that are ready to respond in-case of an emergency at a moment notice.
3. Copy of applicant's current operating budget.
 - a. \$27,550 (Supplies)
4. Explanation of unmet need and reasoning for this request for funding via the Hannah Lips Foundation. Funding requests must not supplant existing funding. The Red Cross is now requiring manikins used for training be capable of using the jaw thrust maneuver for victims suspected of having a head neck or spinal injury. This is a significant investment that wasn't expected or planned for.

5. Copy of applicant's exemption letter from the Internal Revenue Service, together with an affirmation by the applicant's principal officer that the applicant is a tax exempt organization under Section 501(c) (3) of the Internal Revenue Code.
5. Specific accomplishment expected to be achieved if a grant is made and timetable for accomplishment.
 - a. If awarded funds to purchase new training manikins we will be able to continue providing red cross approved lifeguard, babysitter and lay responder first aid and cpr training to staff and the public.
6. Description of the people, organizations, or groups expected to benefit from the project's outcome and the ways in which they would benefit.
 - a. Our staff of 50 lifeguards and local day cares and organizations requiring staff to be trained in CPR that get their training from Faribault Parks and Recreation.
8. The specific amount requested. \$2,000 for 3 sets of manikins and lungs for the manikins from the Red Cross. That includes 4 adult and 4 infant manikins in each set. For a total of 12 adult and 12 infant manikins.
9. Affirmation that if the applicant is awarded funds, a report in detail will be submitted to the Hannah Lips Foundation stating the accomplishment of its objectives related to use of the funds, within 3 months after completion of the



GRANT SUMMARY FORM

Pre-Application ☒ Application ☒ Award Acceptance ☐ Amendment ☐

Department: Parks and Recreation

Contact Person: Paul J Peanasky

Grant Name: Hannah Lips Foundation

Grantor: _____

Total Project Cost: \$ 2,000.00 Total Award Amount: _____

Total Cash Match: \$ 0.00 Total In-Kind Match: _____

Application Date: 01/31/25 Grant Period From _____ To _____

Funding Type (Federal, State, Other): _____

CFDA Number: _____ Electronic or Hardcopy Submission: _____

Project Description

Grant will update to the new manikins as required by the Red Cross. New manikins must be capable of using the jaw thrust maneuver. Old Manikins do not allow this.

How is the Match Amount Determined::

NA

Fixed Amount: \$ 2,000.00 or % of project cost 0.00% or Other ☐

Explanation of Other:

For this City fiscal year, how much of the required local cash match amount is:

Already In Department Budget: _____ Not Budgeted: _____

Proposed Source of Match: _____

Director Approval

Paul J Peanasky

Administrator Approval

Jessica Kense



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Dustin Dienst, Director of Fire & Code Services
MEETING DATE: January 28, 2025
SUBJECT: Approve request to apply for the Hannah Lips Grant for the Fire Department

Background:

The Faribault Fire Department is committed to and expected to provide a timely, safe and effective service to the citizens of our response district. We are also expected to provide that service in a fiscally responsible way. One way of accomplishing this is by seeking out and applying for grants.

The Hannah Lips Foundation is seeking grant applications that relate to supporting health related needs of our community as stated in the by-laws of the Foundation.

We are looking for permission to apply for the Hannah Lips Foundation grant. We will be asking for \$4,058.00 for the purchase of training devices. These devices are advanced training props that teach first responders and others how to control hemorrhaging. We plan to use them to train firefighters, Law Enforcement personnel and members of our community.

Recommendation:

Authorize the Fire Department to apply for the Hannah Lips Foundation Grant for the purchase of hemorrhage control training devices.

Attachments:

1. Grant Summary Form - Hannah Lips Foundation



GRANT SUMMARY FORM

Pre-Application ☒ Application ☒ Award Acceptance ☐ Amendment ☐

Department: Fire

Contact Person: Jon Vargo and Dustin Dienst

Grant Name: The Hannah Lips Foundation

Grantor: Hannah Lips Foundation

Total Project Cost: \$ 4,058.00 Total Award Amount: \$ 0.00

Total Cash Match: \$ 0.00 Total In-Kind Match: _____

Application Date: 01/21/20 Grant Period From 01/01/25 To 01/31/25

Funding Type (Federal, State, Other): Other/Local

CFDA Number: _____ Electronic or Hardcopy Submission: Electronic

Project Description

Purchase a Leg Hemorrhage Control Device and an Arm Hemorrhage Control Device. These two devices can be used to train for real-like hemorrhages and how we can control them using different techniques and tools in the field.

How is the Match Amount Determined::

Fixed Amount: _____ or % of project cost 0.00% or Other ☐

Explanation of Other:

For this City fiscal year, how much of the required local cash match amount is:

Already In Department Budget: _____ Not Budgeted: _____

Proposed Source of Match: _____

Director Approval

[Signature]

Administrator Approval

[Signature]



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: January 28, 2025
SUBJECT: Approve Hangar Rental Agreement Renewals

Background:

The City has received renewals for Hangar Rental Agreements for 2025. Lease terms are for one year and expire on December 31, 2025. The following renters have submitted a renewal of their Hangar Rental Agreement:

Bldg	Hangar Number	Name	City
2	628	Karen & Eric Workman	Northfield
2	620	Charles Mullen	Northfield
3	131	David Vierra	Chaska
4	348	Ron McLaughlin	Minneapolis
5	933	Cross Country Soaring	Lonsdale
5	937	Paul Stanton	Bloomington
5	929	Timothy Passer/Jeremy Forslin	Faribault

Recommendation:

Approve 2025 Hangar Rental Agreement Renewals

Attachments:



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: January 28, 2025
SUBJECT: Approve Agricultural Land Lease at Airport

Background:

The agricultural land lease at the Municipal Airport that contains 68.79 acres expired at the end of 2024. We are proposing to enter into a 3-year lease for 2025 through 2027 with John Schulz/MacDaniel Malecha. The rate was increased 5% and will be \$183.75/acre for the next three years. The lease will generate \$12,640.16 annually.

Recommendation:

Approve Agricultural Land Lease at Airport

Attachments:

1. Agricultural Airport Land Lease - John Schulz-MacDaniel Malecha

City of Faribault
Agricultural Land Lease
2025-2027

Public Works Department
City of Faribault
1200 Belview Trail
Faribault, MN 55021

AGRICULTURAL LAND FARM LEASE AGREEMENT

THIS LEASE AGREEMENT, made this ____ day of _____, 2025, by and between the City of Faribault, a Municipal Corporation, ("City") and John Schulz/MacDaniel Malecha, 531 French Ln, Dundas, MN 55019.

1. Property Description: The City hereby rents to the Tenant in consideration of the rents and promises hereinafter described the following property located in the County of Rice and State of Minnesota, described as follows:

The property contains 68.79 acres, more or less, of tillable agricultural fields

2. Term: The term of this lease is for three years commencing on the 1st day of January, 2025 and terminating on the last day of December, 2027.

3. Rent: Rents are to be calculated on the basis of \$183.75 per acre for the cropping years of 2025, 2026 and 2027.

- a. Tillable acres used for the basis of this document were calculated using the City's Geographic Information System equipment. Any dispute related to the tillable acres shall be determined by mutual agreement between the tenant and the City using sound geographic information procedures.
- b. The tenant waives any right to withhold rent in any claim against the City.
- c. Rent shall be paid to the City of Faribault, 208 1st Ave NW, Faribault, MN 55021 and credited to the appropriate accounts.

4. Tenant Responsibility: Tenant shall be responsible for paying or doing the following:

- a. The tenant shall occupy the premises for agricultural purposes only. The tenant will use normal, customary farming practices in the care and maintenance of the property and, without limiting normal practices, keep the premises free of noxious weeds to the extent possible.
- b. The tenant agrees to comply with all statutes, ordinances, rules, orders, regulations, and requirements of the federal, state, county, and municipal governments regulating the use of the premises.
- c. The tenant shall allow access to the property by the City and its agents during all reasonable hours for the purpose of examining the property to ascertain compliance with the terms of this lease and for any other lawful purpose including, but not limited to, exhibiting the property for sale.

- d. The tenant shall not remove or move any existing structures or improvements made to the property by the City. The tenant may not store equipment on the property for periods exceeding one week without coordinating such storage with the City.
 - e. The tenant shall pile rocks or other items taken out of any field in areas designated by the City.
 - f. The tenant shall plow back all fields prior to the termination of this lease.
 - g. This lease does not entitle tenant to allow or authorize use of property by any party for recreational purposes (e.g. hunting, ATV riding, etc.)
5. Independent Entities: The City does not retain the tenant as an agent of the City. The tenant does not retain the City as an agent of the tenant. The City shall not provide to the tenant, its agents or employees, any benefits or expenses, including, but not limited to, insurance for liability or property, or ordinary business expenses.
6. Costs associated with this Lease: The City is not responsible for paying any of the tenant's costs associated with this lease, including preparation of the property for farming. The tenant shall pay all costs related to farming the property, including the cost of plowing property back at the end of this lease.
7. Insurance: The tenant shall acquire and maintain property and/or liability insurance adequate for their operations conducted on the property. The tenant shall provide proof of insurance upon request by the City. The tenant, while performing any service or function related to this lease, agrees to indemnify, save and hold harmless, defend the City and all its agents and employees from any and all claims, demands, actions or causes of action of whatever nature or character arising out of or by reason of the execution or performance of functions provided in accordance with this agreement.
8. Assignment and Subletting Prohibited: Tenant agrees to assign or sublease the premises only with the written consent of the City. If the City does not consent, it may, at its option, terminate the lease.
9. Surrender of Possession: The tenant shall surrender the property to the City in good condition and repair upon termination of the Lease, whether by lapse of time or otherwise.
10. Termination by the City: The City may, after providing 90 days written notice take possession of the property for any purpose deemed in the best interest of the City. The City shall allow the tenant to remove crops with normal, customary farming practices or return all rents paid for the year and compensate the tenant at rates not exceeding the current market rate per acre for any crop planted.

11. Remedy: If the tenant fails to pay the rent when due or fails to perform any of the promises contained in this lease, the City may re-enter and take possession of the property and hold the property without such re-entering working a forfeiture of the rents to be paid by the tenant for the full term of the lease, after furnishing the tenant with a thirty (30) day written notice specifying the default. If default occurs during cropping season, the City of Faribault will harvest any and all remaining crops and apply proceeds to rent payment.
12. Tenant's Default: Rights and remedies of the tenant are cumulative. None shall exclude any other right or remedy allowed by law or other provision of this agreement. In the event of one of the following acts, the tenant shall be in default:
 - a. Tenant fails, neglects, or refuses to pay any installment of rent or any other monies agreed to be paid, as provided in this lease when those amounts become due and payable, and if such failure continues for five (5) days after written notification by the City.
 - b. Any voluntary or involuntary petition or similar pleading, under any section of any bankruptcy act shall be filed by or against the tenant or should any proceeding in a court or tribunal declare the tenant insolvent or unable to pay debts.
 - c. Tenant fails, neglects, or refuses to keep and perform any other conditions of this lease, and if such failure continues for a period of 30 days after written notification by the City.
 - d. Should the tenant make any assignment of any interest in the lease to any entity without the written consent of the City.

In the event of any default or violation of this lease continuing more than 30 days after written notification by the City to the tenant of default, the City may enter into and take absolute possession of the property. Possession of the property in these conditions does not absolute possession of the property. Possession of the property in these conditions does not relieve the tenant of the obligation to pay the rent or abide by other condition of the lease.

In the event of any default or violation of the lease continuing more than 30 days after written notification by the City to the tenant of a default, the City may return any rents paid by the tenant for that year and lease the property to another tenant.

13. Lease Agreement is Binding: This lease agreement shall be binding upon the parties hereto and their heirs, successors and assigns.

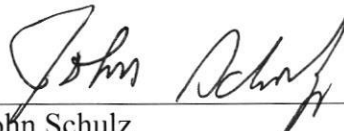
14. Notification: Notification related to lease shall be sent to the following addresses:

Tenant: John Schulz
531 French Ln
Dundas, MN 55019

Owner: City of Faribault
208 1st Ave NW
Faribault, MN 55021

IN TESTIMONY WHEREOF, the City and Tenant have set their hands as of the day and year first above written.

CITY OF FARIBAULT



John Schulz



MacDaniel Malecha

By: _____
Thomas J. Spooner
Mayor

Attest: _____
Jessica L. Kinser
City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: January 28, 2025
SUBJECT: Approve Quote for Sanitary Sewer Structure Rehabilitation

Background:

Annually, sanitary sewer structures are inspected to identify those needing rehabilitation to extend the lifecycle. Staff has identified fourteen (14) structures that need rehabilitating. Staff has obtained quotes for the project and a summary of the quotes is as follows:

Summit Infrastructure, Combined Locks, WI	\$58,505.00
Visu-Sewer, Pewaukee, WI	\$96,900.00

Funding will be provided by the Sewer Fund (602).

Recommendation:

Approve Quote for Sanitary Sewer Structure Rehabilitation from Summit Infrastructure, Combined Locks, WI

Attachments:

1. Sanitary Sewer Rehabilitation Quote

ESTIMATE

Summit Infrastructure LLC
607 Debruin Rd
Combined Locks, WI 54113
creynolds@summitinfrastructure.com
+1 (920) 809-3737
www.SummitInfrastructure.com



to

City of Faribault
attn: Tom Judd
1200 Belview Trail
Faribault, MN 55021

Estimate details

Estimate no.: 200101
Estimate date: 01/21/2025

Project Name: Manhole Rehab
Project Location: Faribault, MN

#	Product or service	Description	Amount
1.	Manhole Rehab (Tri-layer)	MH 2772 -- 30th St NW	\$6,915.00
2.	Manhole Rehab (Tri-layer)	MH 9104 -- 30th St. NW and Industrial Drive	\$5,340.00
3.	Manhole Rehab (Tri-layer)	MH 9105 -- 3105 Industrial Dr	\$5,025.00
4.	Manhole Rehab (Tri-layer)	MH 9106 -- Industrial Dr and 32nd St NW	\$4,080.00
5.	Manhole Rehab (Tri-layer)	MH 9107 -- Mid block of 32nd St NW	\$3,930.00
6.	Manhole Rehab (Tri-layer)	MH 649 -- 32nd St NW west end	\$3,135.00
7.	Manhole Rehab (Tri-layer)	MH 9108 -- 32nd St NW (grass North side)	\$3,135.00
8.	Manhole Rehab (Tri-layer)	MH 9095 -- Park Ave NW, South Faribault Foods driveway	\$3,765.00
9.	Manhole Rehab (Tri-layer)	MH 9096 -- Park Ave NW parking lot	\$3,135.00
10.	Manhole Rehab (Tri-layer)	MH 9097 -- Park Ave NW parking lot	\$3,135.00
11.	Manhole Rehab (Tri-layer)	MH 9098 -- Park Ave in grass near dock 7	\$2,505.00
12.	Manhole Rehab (Tri-layer)	MH 9099 -- Park Ave NW north driveway of Faribault foods	\$3,135.00
13.	Manhole Rehab (Tri-layer)	MH 9101 -- 3701 Park Ave NE south driveway	\$3,075.00
14.	Manhole Rehab (Tri-layer)	MH 9102 -- 3701 Park Ave NW north driveway	\$2,355.00
15.	Mobilization		

Total

\$58,505.00

Note to customer

Includes:

- Clean and prep of manholes
- Application of polyurea based three-layer system
- Grouting of manholes if needed
- All materials and labor to complete project
- Minor bench repair if needed
- 10-year warranty on labor and materials

Water supply provided by town

Town to provide location for debris disposal if needed

Excludes:

- Sales and use tax
- Vac truck or bypass pumping services

Accepted date

Accepted by



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Mark DuChene, Director of Engineering (City Engineer)
MEETING DATE: January 28, 2025
SUBJECT: Approve Contract for Faribault Woolen Mills Dam

Background:

On, Tuesday, January 14, 2025, the City Council accepted the proposal from Barr for the Faribault Woolen Mills Dam feasibility report. Attached is a contract letter and standard terms and conditions. The total contract is based on a time a materials not to exceed fee of \$124,555. This was an unbudgeted expense for the 2025 approved budget and therefore, Council must also approve a budget amendment from the Stormwater Utility Fund (603) to cover any expenses for this project not reimbursed by FEMA.

Recommendation:

Approve Contract for Faribault Woolen Mills Dam from Barr and Approve Budget Amendment

Attachments:

1. Contract Letter_Faribault Woolen Mill Dam FS_1-22-2025



January 22, 2025

Mr. Mark DuChene, P.E.
City of Faribault
1200 Belview Trail
Faribault, Minnesota, 55021

Re: Agreement for the Engineering Services for the Concept Development and Feasibility Analysis for the Cannon River Woolen Mill Dam

Dear Mr. DuChene:

Thank you for retaining us. We will do our best to justify your expression of confidence in us. This letter, together with our Standard Terms (attached) sets forth the Agreement between the City of Faribault (Client) and Barr Engineering Co., its affiliates and subsidiaries (Barr) regarding Engineering Services for the Woolen Mill Dam Feasibility Study.

The scope of professional consulting services Barr will provide for your project includes a comprehensive feasibility study, design and environmental analysis of the repair or replacement of the Woolen Mill Dam described in the attached Scope of Work provided in the original proposal.

This Agreement will be effective for the duration of project the project unless terminated earlier by either Client or Barr. Barr's Proposal, if any, is not a part of this Agreement except as specifically indicated or referred to in this letter Agreement. Barr will commence work upon receipt of a copy of this letter signed by Client. The estimated schedule for the services is as follows:

Milestone	Date
Site inspection memorandum	3/19/25
Site Survey and basemap	2/26/25
Workshop 1 (with key findings and alternatives)	5/1/25
Final concepts selection	5/8/25
Workshop 2 (95% feasibility report)	6/24/25
Final feasibility report	7/1/25

Barr will inform you of progress during the internal design meetings as well as a progress letter included with invoices if requested.

For the services provided, Client will pay Barr according to the attached Standard Terms. Barr will bill Client monthly. The cost of the services is estimated to be \$124,555 (USD).

We understand you have the authority to direct us. We will direct communications to you at mduchene@ci.faribault.mn.us. Direction should be provided to Jon at jausdemore@barr.com.

During the term of this Agreement, Barr agrees to maintain with a company or companies lawfully authorized to do business in the jurisdiction in which the project is located, the type of insurance and policy limits as set forth below (USD):

Workers' Compensation and Employers' Liability

- | | |
|----------------|-----------------------------------|
| 1. Coverage A: | Per State Statute |
| 2. Coverage B: | \$500,000 Each Accident |
| | \$500,000 Disease – Policy Limit |
| | \$500,000 Disease – Each Employee |

Commercial General Liability

- | | |
|----------------|---|
| 1. \$2,000,000 | General Aggregate |
| 2. \$2,000,000 | Products – Completed Operations Aggregate |
| 3. \$1,000,000 | Each Occurrence |
| 4. \$1,000,000 | Personal Injury |

Commercial Automobile Liability

- | | |
|----------------|---|
| 1. \$1,000,000 | Combined Single Limit Bodily Injury and Property Damage |
|----------------|---|

The Commercial Automobile Liability shall provide coverage for the following automobiles:

1. All Owned Automobiles
2. All Non-Owned Automobiles
3. All Hired Automobiles

Umbrella Liability

- | | |
|-----------------|---|
| 1. \$10,000,000 | Each Claim |
| \$10,000,000 | Annual Aggregate |
| 2. | The Umbrella Liability provides excess limits for the Commercial General Liability, Employers' Liability, and Commercial Automobile Liability policies. |

Professional and Pollution Incident Liability

Professional Liability insurance including Pollution Incident Liability coverage with limits of not less than \$5,000,000 Per Claim / \$5,000,000 Annual Aggregate.

Certificates of Insurance

Certificates of Insurance will be provided upon request.

Barr and Client waive all rights, including their insurers' subrogation rights, against each other, their subcontractors, agents, and employees, and the other's consultants, separate contractors, and their subcontractors, agents, and employees for losses or damages covered by their respective property or casualty insurance, commercial general liability, or Builder's Risk insurance. This waiver of subrogation is effective notwithstanding any duty of indemnity.

If this Agreement is satisfactory, please sign the enclosed copy of this letter in the space provided, and return it to Barr.

Sincerely yours,

BARR ENGINEERING CO.



Jon Ausdemore
Its Vice President

Accepted this _____ day of _____, 20____

CITY OF FARIBAULT

By _____

Its _____

Attachments

Standard Terms—Professional Services

Fee Schedule

Woolen Mill Dam Feasibility Study Proposal Letter

Barr's Agreement with Client consists of the accompanying letter or other authorization, Work Orders, and these Standard Terms – Professional Services.

Section 1: Barr's Responsibilities

- 1.1 Barr will provide the professional services ("Services") described in this Agreement. Barr will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of Barr's profession practicing in the same locality.
- 1.2 Barr will select the means, methods, techniques, sequences, or procedures used in providing its Services. If Client directs Barr to deviate from Barr selections, Client agrees to hold Barr harmless from claims, damages, and expenses arising out of Client direction.
- 1.3 Barr will acquire all licenses applicable to its Services and will comply with applicable law.
- 1.4 Barr duties do not include supervising Client contractors or commenting on, supervising, or providing the means and methods of their work unless Barr accepts any such duty in writing. Barr will not be responsible for the failure of Client contractors to perform in accordance with their undertakings.
- 1.5 Barr will provide a health and safety program for Barr employees, but will not be responsible for contractor, job, or site health or safety unless Barr accepts that duty in writing.
- 1.6 Estimates of Barr's fees or other project costs will be based on information available to Barr and on Barr's experience and knowledge. Such estimates are an exercise of Barr's professional judgment and are not guaranteed or warranted. Actual costs may vary. Client should add a contingency to the budgeted fees and costs to account for unexpected costs.
- 1.7 The information Client provides to Barr will be maintained in confidence except as required by law.

Section 2: Client Responsibilities

- 2.1 Client will provide access to property.
- 2.2 Client will provide Barr with prior reports, specifications, plans, changes in plans, and other information about the project that may affect the delivery of Barr's Services. Client will hold Barr harmless from claims, damages, and related expenses, including reasonable attorneys' fees, involving information not timely called to Barr's attention or not correctly shown on documents Client furnishes to Barr.
- 2.3 Client agree to provide Barr with information on contamination and dangerous and hazardous substances and processes Barr may encounter in performing the Services and related emergency procedure information.
- 2.4 Client agree to hold Barr harmless as to claims that Barr is an owner, operator, generator, transporter, treater, storer, or a disposal facility within the meaning of any law governing the handling, treatment, storage, or disposal of dangerous or hazardous materials.
- 2.5 Site remediation services may involve risk of contamination of previously uncontaminated air, soil, or water. If Client is requesting that Barr provide services that include this risk, Client agrees to hold Barr harmless from such contamination claims, damages, and expenses, including reasonable attorneys' fees, unless and to the extent the loss is caused by Barr negligence.

- 2.6 Monitoring wells are Client property and Client is responsible for their permitting, maintenance and abandonment unless Barr accepts that duty in writing. Samples remaining after tests are conducted and field and laboratory equipment that cannot be adequately cleansed of contaminants are Client property. They will be discarded or returned to Client, at Barr's discretion, unless within 15 days of the report date Client gives written direction to store or transfer the materials at Client expense.
- 2.7 2.6 Client agrees to make disclosures required by law. If Barr is required by law or legal process to make such disclosures, Client agrees to hold Barr harmless and indemnify Barr from related claims and costs, including reasonable attorneys' fees.

Section 3: Digital Files, Reports and Work Product

- 3.1 Barr's digital files, including but not limited to models, executable data, source code, and all other digital files, remain the property of Barr and shall be provided to the Client only if expressly provided for in this Agreement. Any digital files not containing a seal are provided for the convenience of the Client only, and use by Client or others to whom Client provides the digital files is at the Client's sole risk and without liability to Barr.
- 3.2 Barr will retain all data relating to the Services for a minimum of seven years and financial data for three years.
- 3.3 Barr reports, notes, calculations, and other documents, and computer software, programs, models, and data developed by Barr are instruments of Barr Services, and they remain Barr property, subject to a license to Client for Client's use in the related project for the purposes disclosed to Barr. At Barr's request, Client will execute Barr's standard digital data and conditional use agreement prior to receiving any digital data files. Further, Client may not use or transfer such information and documents to others for a purpose for which they were not prepared without Barr's written approval. Client agrees to indemnify and hold Barr harmless from claims, damages, and expenses, including reasonable attorneys' fees, arising out of any unauthorized transfer or use.
- 3.4 Because electronic documents may be modified intentionally or inadvertently, Client agrees that Barr will not be liable for damages resulting from change in an electronic document occurring after Barr's transmittal to Client. In case of any difference or ambiguity between an electronic and a paper document, the paper document shall govern. When accepting document transfer in electronic format, Client accepts exclusive risk relating to long-term capability, usability, and readability of documents, software application packages, operating systems, and computer hardware.
- 3.5 If Client does not pay for the Services in full as agreed, Barr may retain reports and work not yet delivered to Client and Client agrees to return to Barr our reports and other work in Client's possession or under Client's control. Client agrees not to use or rely upon Barr Services or work for any purpose until it is paid for in full.

Section 4: Compensation

- 4.1 Client will pay for the Services as agreed or according to the current fee schedules if there is no other written agreement as to price. An estimated cost is not a firm figure unless stated as such and Client should allow for a contingency in addition to estimated costs.
- 4.2 Client will pay each invoice within 30 days after receipt as to all undisputed amounts. Payments not made within 60 days of invoice date will bear interest from the date that is 30 days after the date of the invoice at a rate equal to the lesser of 18 percent per annum or the highest rate allowed by law. Client agrees to pay all Barr costs of collection, including reasonable attorney fees
- 4.3 If Client directs Barr to invoice another, Barr will do so, but Client agrees to be responsible for Barr compensation unless Client provides Barr with that person's written acceptance of the terms of Barr's Agreement and Barr agrees to extend credit to that person.
- 4.4 Client agrees to compensate Barr in accordance with Barr's fee schedule if Barr is asked or required to respond to legal process arising out of a proceeding to which Barr is not a party.
- 4.5 If Barr is delayed by factors beyond Barr's control, or if the project conditions or the scope of work change, or if the standards change, Barr will receive an equitable adjustment of our compensation.
- 4.6 In consideration of Barr providing insurance to cover claims made by Client, Client hereby waives any right of offset as to payment otherwise due to Barr.

Section 5: Disputes, Damage, and Risk Allocation

- 5.1 Barr and Client will exercise good faith efforts to resolve disputes without litigation. Such efforts will include a meeting attended by each party's representative empowered to resolve the dispute. Disputes (except collections) will be submitted to mediation as a condition precedent to litigation.
- 5.2 Barr will not be liable for special, incidental, consequential, or punitive damages, including but not limited to those arising from delay, loss of use, loss of profits or revenue, loss of financing commitments or fees, or the cost of capital. Barr and Client waives against the other and its subcontractors, agents, and employees all rights to recover for losses covered by our respective property/casualty or auto insurance policies.
- 5.3 Barr will not be liable for damages unless Client has notified Barr of Client's claim within 30 days of the date of Client discovery of it and unless Client has given Barr an opportunity to investigate and to recommend ways of mitigating damages, and unless suit is commenced within two years of the earlier of the date of injury or loss and the date of completion of the Services.
- 5.4 For Client to obtain the benefit of a fee which includes a reasonable allowance for risks, Client agrees that Barr's aggregate liability will not exceed the fee paid for Barr's Services, but not less than \$50,000, and Client agrees to indemnify Barr from all liability to others in excess of that amount. If Client is unwilling to accept this allocation of risk, Barr will increase Barr's aggregate liability to \$100,000 provided that, within 10 days of the date of this Agreement, Client provides payment in an amount that will increase Barr fees by 10%, but not less than \$500, to compensate Barr for the greater risk undertaken. This increased fee is not the purchase of insurance.

- 5.5 If Client fails to pay Barr within 60 days following invoice date, Barr may consider the default a total breach of this Agreement and, at Barr's option, Barr may terminate all of Barr's duties without liability to Client or to others.
- 5.6 If Barr is involved in legal action to collect compensation, Client agrees to pay Barr's collection expenses, including reasonable attorneys' fees.
- 5.7 The law of the state of Minnesota will govern all disputes. Barr and Client hereby agree to submit to the exclusive jurisdiction of the State Courts sitting in Hennepin County, Minnesota, for all claims relating to the contract of the services performed by Barr and waive any objections to such location based on jurisdiction, venue or inconvenient forum. Barr and Client waives trial by jury. No employee acting within the scope of employment will have any individual liability for his or her acts or omissions and Client agrees not to make any claim against individual employees.

Section 6: Miscellaneous Provisions

- 6.1 Barr will provide a certificate of insurance to Client upon request. Any claim as an Additional Insured will be limited to losses caused by Barr's sole negligence.
- 6.2 This Agreement is Barr's entire agreement, and it supersedes prior agreements. Only a writing signed by an authorized representative for Barr and Client making specific reference to the provision modified may modify it.
- 6.3 Neither Barr nor Client will assign this Agreement without the written approval of the other. No other person has any rights under this Agreement.
- 6.4 Only a writing may terminate this Agreement. Barr will receive an equitable adjustment of Barr's compensation as well as Barr's earned fees and expenses if Barr's work is terminated prior to completion.
- 6.5 Barr will not discriminate against any employee or applicant for employment because of race, color, creed, ancestry, national origin, sex, religion, age, marital status, affectional preference, disability, status with regard to public assistance, membership or activity in a local human-rights commission, or status as a specially disabled, Vietnam-era, or other eligible veteran. Barr will take affirmative action to ensure that applicants are considered, and employees are treated during their employment, without regard to those factors. Barr actions will include, but are not limited to notifications, hiring, promotion or employment upgrading, demotion, transfer, recruitment or recruitment advertising, layoffs or terminations, rates of pay and other forms of compensation, and selection for training or apprenticeship.
- 6.6 Neither Barr nor Client, including Barr officers, employees, and agents, are agents of the other, except as agreed in writing. Except as agreed in writing, nothing in this Agreement creates in either party any right or authority to incur any obligations on behalf of, or to bind in any respect, the other party. Nothing contained herein will prevent either party from procuring or providing the same or similar products or services from or to any third person, provided that there is no breach of any obligations pertaining to confidentiality.

End of Standard Terms

Description	Rate* (U.S. dollars)
Vice President	\$180-350
Consultant/Advisor	\$210-325
Engineer/Scientist/Specialist IV	\$185-205
Engineer/Scientist/Specialist III	\$155-180
Engineer/Scientist/Specialist II	\$130-150
Engineer/Scientist/Specialist I	\$85-125
Technician IV	\$155-205
Technician III	\$125-150
Technician II	\$95-120
Technician I	\$60-90
Support Personnel III	\$155-205
Support Personnel II	\$95-150
Support Personnel I	\$60-90

Rates for litigation support services will include a 30% surcharge.

A ten percent (10%) markup will be added to subcontracts for professional support and construction services to cover overhead and insurance surcharge expenses.

Invoices are payable within 30 days of the date of the invoice. Any amount not paid within 30 days shall bear interest from the date 10 days after the date of the invoice at a rate equal to the lesser of 18 percent per annum or the highest rate allowed by applicable law.

For travel destinations within the continental U.S. (CONUS) and Canada, meals will be reimbursed on a per diem basis. The per diem rate will be as published by the U.S. Internal Revenue Service (IRS) based on the High-Low method. Full-day per diem rates will be pro-rated on travel days. For travel destinations outside the continental U.S. (CONUS) and Canada, meals will be reimbursed based on actual expenses incurred.

All other reimbursable expenses, including but not limited to costs of transportation, lodging, parking, postage, shipping, and incidental charges, will be billed at actual reasonable cost. Mileage will be billed at the IRS-allowable rate.

Materials and supplies charges, printing charges, and equipment rental charges will be billed in accordance with Barr's standard rate schedules.

Vice President category includes consultants, advisors, engineers, scientists, and specialists who are officers of the company.

Consultant/Advisor category includes experienced personnel in a variety of fields. These professionals typically have advanced background in their areas of practice and include engineers, engineering specialists, scientists, related technical professionals, and professionals in complementary service areas such as communications and public affairs.

Engineer/Scientist/Specialist categories include registered professionals and professionals in training (e.g., engineers, geologists, and landscape architects) and graduates of engineering and science degree programs.

Technician category includes CADD operators, construction observers, cost estimators, data management technicians, designers, drafters, engineering technicians, interns, safety technicians, surveyors, and water, air, and waste samplers.

Support Personnel category includes information management, project accounting, report production, word processing, and other project support personnel.

*Rates do not include sales tax on services that may be required in some jurisdictions.

Proposed work plan and approach

This section describes Barr's approach to complete the project, broken out by different tasks. We have included a table and schedule providing additional details in **Appendix D**.

Project management and meetings

Barr will perform general project management activities, including regular and timely communication, internal project management and meetings, administrative tasks, and other nontechnical work. We will monitor the project scope, schedule, and budget; provide monthly progress updates; and inform the City of any potential budget or schedule amendments to the contract. The project will be designed in accordance with state and federal laws, rules, and regulations. Barr will submit invoices to the City every four weeks, as well as documentation of the percentages of work completed and invoiced.

Barr will coordinate general project activities such as regular and timely communication with City, other project stakeholders, and subcontractors. We will set up a SharePoint site that can be used as a Project Hub where meeting minutes, figures, and project data can be stored and shared.

Throughout the project, Barr will also support City staff as requested and assist with agency coordination, public open houses, utility meetings, and other required meetings, including providing agendas and minutes for agency, public, and stakeholder meetings. The following meetings are planned:

- **Kickoff meeting** with City staff and key design team members, including a site walk.
- **Workshop 1** – after data collection and concepts have been development
- **Public engagement meeting**
- **Workshop 2** – to be performed after review of final draft feasibility study (approx. 95% completion of this scope)
- Assumed 8 **internal design meetings** that would include City staff and Barr design team members to review progress, actions items, and project details. One meeting would be focused on the basis of design which will define design criteria, City objectives, and key assumptions.

Data collection and site survey

When given notice to proceed, Barr will gather and review all known existing data from the City and other applicable entities. This may include the existing geotechnical reports, historic plans, past dam inspection reports, photographs, LiDAR, survey data, GIS records, and historic and cultural background information.

Barr will perform a visual inspection of the dam, its appurtenances, surrounding features, and the Woolen Mill building (if access is available) and prepare a memorandum summarizing the results of the investigation. During the same visit, a detailed review of the left abutment on the South Spillway will be performed. We will also meet with and interview operations staff responsible for the dam's oversight to understand abnormal occurrences and past repairs

Barr will perform a topographic survey, including a bathymetric survey of the river bottom, upstream and downstream of the dam. It is assumed that one trip from the Barr office will be required, and that the bathymetry data will be collected from a boat, by foot with waders, or through the ice. We will complete a Gopher State One Call prior to the survey to identify any utilities that may impact future alternatives. Barr also plans to use an unmanned aerial vehicle (UAV) to collect aerial videos and photographs of the site. We will geo-reference a high-resolution photograph that can serve as a background for figures and drawings. We will develop a basemap in AutoCAD that includes available known data related to the project and will serve as the basis for future figure and drawing development.

Barr will perform a desktop study to identify cultural resources that may be impacted by the project. The desktop study will focus on identifying previously recorded archaeological sites, historic architectural resources, and other cultural resources in or adjacent to the project area. Barr will also access electronic records such as county histories, historic maps, historic aerials, and other informed sources for supporting data as necessary. Research will be conducted through a review of the Minnesota Office of the State Archaeologist (OSA) Archaeology Portal and MnSHIP, Minnesota's Statewide Historic Inventory Portal. The literature review will help determine the historic integrity and significance of the Woolen Mill Dam and whether additional work may be

needed regarding minimization and/or mitigation for the effects of the project on the dam.

While completing bathymetry upstream of the dam, we will perform some preliminary sediment probing to estimate the depth and volume of sediment accumulated upstream. As an optional task, we will discuss the opportunity to sample and test the sediments to understand the makeup and if any special requirements are necessary for handling and disposing of sediment, which may influence the alternatives we will develop.

Feasibility study

Barr will complete a feasibility study that includes developing repair concepts for the South Spillway left abutment and concepts to address long-term objectives at both the North and South Spillways. As part of the feasibility study, we will complete the following:

Develop a basis of design (BOD). The BOD will include design criteria, key assumptions, City and project objectives, and our general approach to the work. The BOD will document the “rules” we will follow and our understanding of the project objectives and requirements. We will review the BOD with the City in one of the internal team meetings.

Develop alternatives for the left South Spillway abutment as well as any immediate repairs identified during the inspection and review. These repairs will consider primarily an “in-kind” repair. We will develop at least two options and share with the city during team meetings.

Develop multiple long-term solutions for both spillways. These alternatives will be developed to a screening level and will likely include 1) rock riffles, 2) steeper rock ramps, 3) steps (concrete or other products), 4) reverse chute blocks, 5) full removals, and 6) repair in-kind. These screening options will be developed for both spillways, and we will develop a screening tool to compare options against each other based upon criteria and objectives. Each alternative developed will include figures (plan and profile with key details), renderings, cost estimates (class 5), and a table to show how options mitigate known risks. The objective is to select one or two final configurations for further development.

We have assumed two final configurations will be selected and developed to an approximate 10% level allowing for the development of a class 4 cost estimate (AACE) to meet recommended levels for feasibility studies. For each

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concept, we will develop renderings, drawings and figures, quantities, details including methods to control water during construction such as cofferdams, diversions, and temporary structures, cost estimates and a life cycle analysis, and a list of risks and future studies and designs recommended to finalize the design and mitigate risks.

Complete preliminary hydraulic modeling for each option developed. We intend to develop HEC-RAS 2D models that extend upstream of the spillway through the bridges to understand flood and reservoir level impacts, as well as obtain velocities and shear stresses to design the rock and filter layers.

Complete a preliminary permit review with the objective of identifying needed permits and defining data needs and timelines to obtain each permit. The work for the feasibility study will also include a pre-NEPA environmental screening technical memorandum for both the in-kind repair of the failed wing-wall and stairs at the left abutment and alternatives developed both at the screening and final feasibility level. Barr will coordinate with agencies (USACE, SHPO, Mn DNR (various agencies) and others, if applicable) and review permit requirements and summarize findings in the feasibility report.

While considering the different alternatives, project cost and funding will be a major consideration. Barr has previously helped several municipalities obtain funding for low-head dams and for dams impacted by flooding. We have internal staff that track funding opportunities, and we understand the processes and alternatives to maximize funding at the Mn DNR, USFWS, Lessard Sams, and other programs for grants and low interest loans.

Barr will prepare a final feasibility report that summarizes the work completed during the feasibility study. We will provide an outline of the report, the 95% report, and a final report signed by a qualified professional engineer. We will

FEMA funding

Barr has helped the State of South Dakota secure FEMA funding for three dams after recent flooding. We completed feasibility reports and were retained to complete final designs and construction oversight



work with city staff and stakeholders throughout the development of the report to assure the report meets the city's objectives and expectations.

Schedule

A high-level milestone schedule is presented in the table below. A detailed schedule is included in **Appendix D**.

Milestone	Date
Site inspection memorandum	3/19/25
Site Survey and basemap	2/26/25
Workshop 1 (with key findings and alternatives)	5/1/25
Final concepts selection	5/8/25
Workshop 2 (95% feasibility report)	6/24/25
Final feasibility report	7/1/25

Quality control

For almost three decades, Barr has used a prototype plan to develop project-specific quality management plans for clients who request them, most frequently on large design projects. The plans are based on the ISO 9001 international standard for quality systems and reflect both the needs of clients and Barr's company-wide quality systems. Each plan provides a documented standard for project quality and a mechanism for evaluating it. Also included are steps for planning, review, verification, and validation of performance on individual projects, as well as periodic evaluation of the overall quality system, which includes not only routine inspection and checks of data but quality reviews at pre-determined intervals.

We will use this approach to create a quality assurance/quality control (QA/QC) plan for the project, which we anticipate including a review of the survey preparation of the basemap, hydraulic modeling, concept drawings, quantities, and opinion of probable cost.

Pricing

The table below provides a summary of costs. More details are provided in **Appendix E**.

Task		Estimated hours	Labor subtotal	Expenses	Total fixed-fee cost
1.	Project management and meetings	127	\$25,135	\$360	\$25,495
2.	Data collection and site survey	158	\$26,080	\$2,060	\$28,140
3.	Feasibility study	423	\$70,920	0	\$70,920
Total		708			\$124,555

Conflict of interest disclosure

Barr is not aware of any conflicts of interest to perform the work described herein.



Attachment D:



Work plan table and schedule



Tasks, assumptions, and deliverables

Tasks and assumptions	Deliverables
1. Project management & meetings	
a. Kickoff meeting i. Max 2 hour duration, in-person and/or virtual ii. Barr project leadership (Jon, Joe, and Tom to attend) iii. Objective: obtain history and background, provide introductions and define stakeholders, define communication expectations and process, and define project goals	• Agenda and meeting minutes
b. Workshop 1 i. 2–3 hour in-person meeting ii. Jon and Joe to attend iii. Objective: review key findings of investigations and review screened alternatives	• PowerPoint presentation and figures • Meeting minutes
c. Public engagement meeting i. 2 hour in-person meeting ii. Jon to attend iii. Objective: understand concerns and obtain feedback on options	• PowerPoint presentation and figures • Meeting minutes
d. Workshop 2 i. 2 hour in-person meeting ii. Jon to attend iii. Objectives: review 95% report	• Draft report • Meeting minutes
e. Internal team meetings i. Assume eight meetings total; 1 hour each, up to two in-person meetings in-person ii. Jon and one other team member to attend, based on agenda iii. Objective: progress updates, review action items, and review work	• Meeting agenda and minutes

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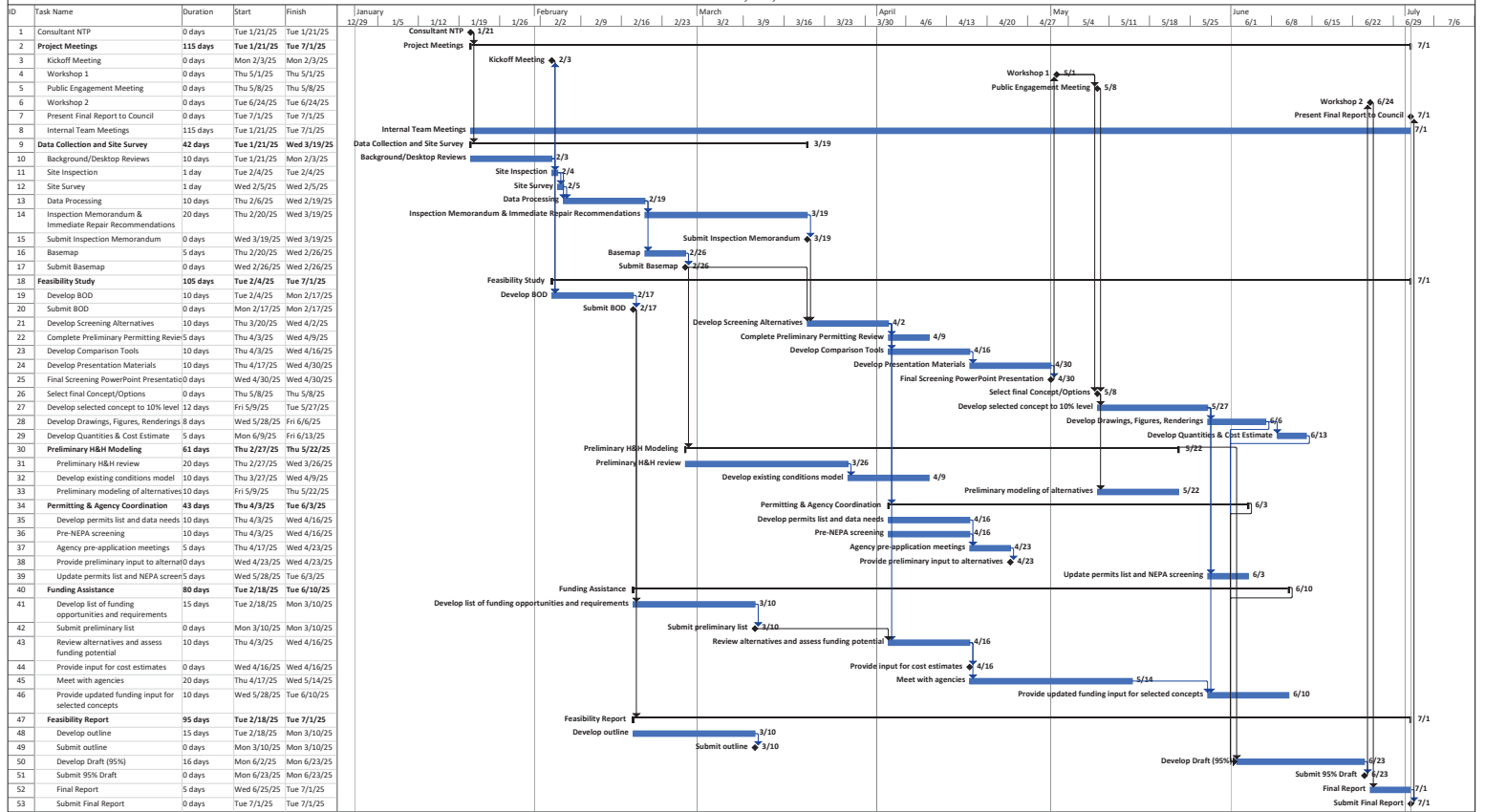
Tasks and assumptions	Deliverables
2. Data collection and site survey	
a. Background and desktop reviews i. Review historic drawings, reports, online data, GIS data, LiDAR, and other publicly available information related to the dam and surrounding area ii. All task leads responsible for their own sections	• Memorandum with key findings and data gaps
b. Site inspection i. Perform interview with dam operators and managers with the objective to understand past repairs, past performance, and how dam operates during extreme events ii. 1-day site inspection to be completed by Jon and Kali iii. Review failed wing wall/stair area on left abutment, dams and their appurtenances, surrounding features, and Woolen Mill building, if available	• Memorandum of findings • Two alternatives including figures and costs for immediate repair items
c. Site survey i. Gopher One Call prior to survey to allow marking of utilities ii. Use LiDAR and GIS data, as available iii. On-site survey to include topographic, bathymetric by foot, boat, or through ice, and UAV including video and geo-referenced photo iv. Complete sediment depths if upstream bathymetric is conducted through ice v. Survey to be completed by Jim and Gareth	• Basemap in AutoCAD • Aerial photographs and videos
3. Feasibility study	
a. Develop basis of design (BOD) i. Document that sets design criteria, assumptions, objectives, and approach ii. Developed by design leads (civil, structural, H&H, and permitting)	• BOD document
b. Develop alternatives and screening tool i. Develop alternatives for both spillways; possible alternatives include:	• Drawings and figures (plan, profiles, key details)



Tasks and assumptions	Deliverables
1. Rock arch riffles, steep rock ramps, steps, reverse chute blocks, full removals, repair in-kind 2. Define issues to be mitigated and compare options to issues to show each solution 3. Complete alternatives to class 5 (AACE) level, compute quantities, and develop cost estimate 4. Work to be completed by Jon, Joe, Tom, and drafting/rendering team	• Renderings • Table showing issues and mitigation • Cost estimate (class 5)
c. Final selected concepts i. Develop up to two selected concepts to a 10% level (Jon, Tom, Joe) ii. Develop quantities, cost estimates (AACE Class 4), and complete lifecycle analysis (Joe) iii. Develop narratives for each concept; narrative to describe how option mitigates defined issues. (Jon and Joe)	• Drawings (plan, profile, cross sections, details, water control) – Renderings • Cost estimates
d. Preliminary H&H modeling i. Develop existing conditions model based on survey and available H&H data ii. Complete preliminary hydrology review, define storms, existing IDF, and determine spillway capacity iii. Preliminary modeling of selected concepts—define water levels and velocities iv. Modeling to be completed by Mason; Tom will provide oversight and review	• Model outputs • Narrative in feasibility report
e. Permitting & agency coordination i. Develop list of expected permits and data needs for each permit ii. Pre-NEPA screening iii. Complete agency pre-application meetings (Tyler and Jon) iv. Provide preliminary input to alternatives v. Update permits, data needs, and NEPA screening based on selected alternatives vi. Work to be completed by Tyler and reviewed by Jon	• Permit list with data needs • Pre-NEPA screening memorandum • Narratives in feasibility report
f. Funding assistance i. Develop list of potential funding opportunities and requirements for each (Tyler and Joe)	• Funding list with requirements



Tasks and assumptions	Deliverables
ii. Provide input to alternatives and concepts to better define costs to city (Tyler) iii. Meet with agencies to discuss funding (Tyler and Joe)	• Narratives for feasibility report
g. Feasibility report i. Develop outline ii. Develop 95% report iii. Develop final report	• Reports

Woolen Mill Dam
City of Fairbault
Feasibility Study

Woolen Mill Dam Schedule.mpp

1 of 1
Print Date: Thu 12/19/24



Attachment E:



Detailed cost summary



Project Name: Woolen Mill Dam
Client Name: Feasibility Study
City of Fairbault
Date: 12/20/2024
Approved by: JDA

Initials	JDA	JH2	TEM	MWU	TCK	DIST	TSH	KAGE	JHG	GW8	TAC	VAP					
Billing Rate	\$ 240.00	\$ 170.00	\$ 240.00	\$ 165.00	\$ 130.00	\$ 185.00	\$ 240.00	\$ 175.00	\$ 140.00	\$ 145.00	\$ 150.00	\$ 175.00					
Project Role	Vice President	Civil Engineer	Vice President	Water Resources Engineer	Civil Engineer	Senior Landscape Architect	Vice President	Structural Engineer	Senior Survey Technician	Senior Civil Specialist	Environmental Scientist	Senior Cultural Resources Specialist					
	Ausdemore, Jon	Hjerpe, Josef	McDonald, Tom	Garfield, Mason	Kuechle, Taylor	Seifert, Derek	Hansen, Tor	Gustafson, Kali	Stoberg, Jim	Becker, Gareth	Conley, Tyler	Parsef, Veronica	Labor Hours	Labor Costs	Expense Category	Expenses	Project Total
Project Management and Meetings																	
Kickoff and Workshop Meetings	18.0	14.0	4.0										36.0	\$ 7,940	Mileage	\$ 180.00	\$ 7,840
Basis of Design Review	3.0	10.0	1.0	3.0				2.0			2.0		21.0	\$ 3,895		\$ -	\$ 3,895
Public Engagement Meetings	4.0												4.0	\$ 890	Mileage	\$ 80.00	\$ 1,020
Internal Design Meetings	14.0	14.0	4.0					4.0			4.0	2.0	42.0	\$ 8,350	Mileage	\$ 120.00	\$ 8,470
Project Management	4.0	20.0											24.0	\$ 4,340		\$ -	\$ 4,340
	43.0	58.0	9.0	3.0	0.0	0.0	0.0	6.0	0.0	0.0	6.0	2.0	127.0	\$ 25,435		\$ 360	\$ 25,895
Data Collection and Site Survey																	
Background Review	4.0	8.0	2.0	4.0	8.0		1.0	4.0			2.0	2.0	35.0	\$ 6,090		\$ -	\$ 6,090
Site Inspection and Memo	14.0	10.0			10.0		1.0	30.0					45.0	\$ 11,850	Mileage	\$ 40.00	\$ 11,910
Site Survey (incl. Drone)	2.0				12.0					28.0	16.0		58.0	\$ 8,140	Survey and O&M	\$ 2,000.00	\$ 10,140
	18.0	20.0	2.0	4.0	30.0	0.0	2.0	34.0	28.0	16.0	2.0	2.0	0.0	\$ -		\$ -	\$ -
Feasibility Study Design													158.0	\$ 26,080		\$ 2,060	\$ 28,140
Develop Site Plan	2.0	2.0			4.0						8.0		16.0	\$ 2,500		\$ -	\$ 2,500
Develop Design Alternatives (incl. drawings, memo, cost)	14.0	30.0	4.0	4.0	40.0	30.0	1.0	4.0			24.0		171.0	\$ 27,850		\$ -	\$ 27,850
Preliminary Hydraulic Modeling			10.0	40.0						3.0			73.0	\$ 12,580		\$ -	\$ 12,580
Permit Review	1.0	1.0									24.0	12.0	38.0	\$ 6,110		\$ -	\$ 6,110
Funding Review	4.0	8.0									8.0		20.0	\$ 3,520		\$ -	\$ 3,520
Agency Coordination	4.0	4.0									8.0	4.0	20.0	\$ 3,540		\$ -	\$ 3,540
Feasibility Report Development	12.0	30.0	2.0	4.0	20.0	4.0		8.0			4.0	2.0	66.0	\$ 14,810		\$ -	\$ 14,810
													0.0	\$ -		\$ -	\$ -
	97.0	75.0	16.0	69.0	84.0	34.0	1.0	12.0	0.0	34.0	44.0	18.0	423.0	\$ 70,920		\$ -	\$ 70,920
Project Totals (Fees)	\$ 23,520	\$ 26,010	\$ 6,480	\$ 12,375	\$ 16,820	\$ 6,290	\$ 72.0	\$ 9,400	\$ 3,920	\$ 7,250	\$ 7,800	\$ 3,850	\$ 122,135	\$ 122,135		\$ 2,420	\$ 124,555
Project Totals (Hours)	96.0	153.0	27.0	75.0	114.0	34.0	3.0	52.0	28.0	50.0	52.0	22.0	708.0				



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Mark DuChene, Director of Engineering (City Engineer)
MEETING DATE: January 28, 2025
SUBJECT: Approve 2025 Scope of Services with Clean River Partners (CRP)

Background:

On January 25, 2022, the City of Faribault entered into a two-year consultant services contract with CRP for education services related to the City's Municipal Separate Storm Sewer System (MS4) permit. Per the contract, the services may be extended up to an additional two years and the scope of services and associated fees are to be negotiated annually between each party. Attached is the 2025 Scope of Services which includes a slight increase from the 2024 fees. This is due to inflationary increases as well as a minor addition to the scope but is within the 2025 budget for these services. The scope and cost of this contract may be reduced pending the successful recruitment and hiring of the Environmental and Water Resources Coordinator Position.

Recommendation:

Approve 2025 Scope of Services with Clean River Partners (CRP)

Attachments:

1. 2022 CRP Contract
2. Final 2025 Faribault Stormwater Scope of Services

CONSULTANT SERVICE CONTRACT

This Contract is made this 25 day of January, 2022, by and between the CITY OF FARIBAULT, MINNESOTA, a Minnesota municipal corporation 208 1st Avenue NW, Faribault, MN 55021, ("CITY"), and Clean River Partners, a Minnesota nonprofit corporation, 710 Division Street South, Northfield, MN 55057, ("CONSULTANT" or "CRP"), (collectively the "PARTIES").

WHEREAS, the CRP is organized for the purpose of engaging people in protecting and improving the water quality and natural systems of the Cannon River watershed; and

WHEREAS, the CRP has an already established Education Program that works to increase citizen understanding of issues that affect clean water, including stormwater runoff, in the Cannon River Watershed; and

WHEREAS, the CITY holds a National Pollutant Discharge Elimination System (NPDES) permit to discharge stormwater to the Cannon River issued under authority of the statewide General MS-4 permit issued to the Minnesota Pollution Control Agency (MPCA) by the United States Environmental Protection Agency; and

WHEREAS, under the provisions of that NPDES stormwater permit, the CITY has developed an MPCA-approved Storm Water Pollution Prevention Plan (SWPPP), which includes implementing and reporting activities identified and enumerated as Best Management Practices (BMPs) in that SWPPP, including substantial continuous and ongoing Public Education and Outreach activities intended to inform the residents, businesses and industry in Faribault of measures to be taken to reduce the volume of stormwater and stormwater-related pollutant loading to the Cannon River, designated under Minnesota Statute as an Outstanding Value Resource Water; and

WHEREAS, CITY requires professional services in conjunction with Stormwater Pollution Prevention Plan (SWPPP) Education Component (the "Project" or "Program"); and

WHEREAS, CONSULTANT agrees to furnish the various professional services required by CITY.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the Parties agree as follows:

SECTION I – CONSULTANT'S SERVICES AND RESPONSIBILITIES

A. Scope of Services.

1. CONSULTANT agrees to perform various Project services as detailed in Exhibit 1, Scope of Services, attached hereto and incorporated herein by reference.

2. Except as otherwise specifically provided herein, the CRP will provide services related to the Program including, but not limited to, hiring and managing all staff related to the Program, and organizing, scheduling, managing and supervising all Program events. The Program shall include but not be limited to coordinating volunteer activities such as stenciling storm drains throughout the City, conducting workshops on design, installation and use of rain barrels, rain gardens, living near storm water detention ponds, etc., all of which are described in more detail in the attached Exhibit 1 to this Contract.
3. The Executive Director of the CRP, or other representative of the CRP, shall occasionally attend as requested and deemed appropriate Environmental Quality Commission (EQC) and City Council meetings, along with the City's staff liaison. At least semi-annually, the Executive Director of the CRP shall report to the EQC on the Program activities.
4. The CRP shall hire, compensate, and manage all personnel as may be needed for purposes of the Program and this Contract and all such personnel shall be CRP employees and not City employees. Similarly, all volunteers who participate in the Program in any way shall be considered to be under the supervision and control of the CRP and not under the supervision or control of the City.
5. The CRP shall be responsible for operation and supervision of all components of the Program, and shall report periodically and upon request to the Director of Engineering and the City Administrator with regard to the status of the Program. The CRP shall work cooperatively to implement the goals of the Program as recommended by the Environmental Commission and approved by the City Council and the CRP Executive Board.
6. Except as otherwise provided in this Contract or as otherwise expressly agreed between the parties in writing from time to time, the CRP shall fund and pay all expenses of the Program. The CRP shall be entitled to receive and use all fees, donations, state and federal financial aid and other funds received for purposes of the Program.
7. Recognition of the City's contributions to the Program shall be cited by the CRP minimally in the following areas: Program brochures and in all advertising thanking sponsors of the Program.

B. **Changes to Scope of Services/Additional Services.** Upon mutual agreement of the parties hereto pursuant to Section VI, Paragraph H of this Contract, a change to the scope of services detailed in Exhibit 1, attached hereto, may be authorized. In the event that such a change to the scope of services detailed in Exhibit 1, attached hereto, requires additional services by CONSULTANT, CONSULTANT shall be entitled to additional compensation consistent with Section III of this Contract. CONSULTANT shall give notice to CITY of any additional services prior to furnishing such additional services. CITY may request an estimate of additional cost from CONSULTANT, and upon receipt

of the request, CONSULTANT shall furnish such cost estimate, prior to CITY's authorization of the changed scope of services.

- C. **Changed Conditions.** If CONSULTANT determines that any services it has been directed or requested to perform by CITY are beyond the scope of services detailed in Exhibit 1, attached hereto, or that, due to changed conditions or changes in the method or manner of administration of the Project, CONSULTANT's effort required to perform its services under this Contract exceeds the estimate which formed the basis for CONSULTANT's compensation, CONSULTANT shall promptly notify CITY of that fact. Upon mutual agreement of the parties hereto pursuant to Section VI, Paragraph H of this Contract, additional compensation for such services, and/or an extension of time for completion thereof, may be authorized. In the absence of such a mutual agreement, amounts of compensation and time for completion shall be equitably adjusted, provided that CONSULTANT first provides notice to CITY as required by this Paragraph and CITY has not terminated this Contract pursuant to Section IV, Paragraph B.
- D. **Standard of Care.** Professional services provided by CONSULTANT or its subcontractors and/or sub-consultants under this Contract will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of CONSULTANT's profession.
- E. **Insurance.**
1. CONSULTANT agrees to maintain, at CONSULTANT's expense, statutory worker's compensation coverage.
 2. CONSULTANT agrees to maintain, at CONSULTANT's expense, general liability insurance coverage insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT's general business activities (including automobile use). The liability insurance policy shall provide coverage for each occurrence in the minimum amount of \$1,000,000.00
 3. During the time in which CONSULTANT is performing any services under this Contract, CONSULTANT agrees to maintain, at CONSULTANT's expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from an error, omission or negligent act in the performance of professional services required by this Contract. The professional liability insurance policy shall provide coverage for each occurrence in the amount of \$1,000,000.00 and annual aggregate of \$1,000,000.00 on a claims-made basis.
 4. True, accurate and current certificates of insurance, showing evidence of the required insurance coverages, are hereby provided to CITY by CONSULTANT and are attached hereto as Exhibit 2.

SECTION II – CITY’S RESPONSIBILITIES

- A. CITY shall promptly compensate CONSULTANT as services are performed to the satisfaction of the City Engineer, in accordance with Section III of this Contract.
- B. CITY shall provide access to any and all previously acquired information relevant to the scope of services detailed in Exhibit 1, attached hereto, in its custody to CONSULTANT for its use, at CONSULTANT’s request.
- C. CITY will, to the fullest extent possible, grant access to and make all provisions for entry upon both public and private property as necessary for CONSULTANT’s performance of the services detailed in Exhibit 1, attached hereto.
- D. Mark DuChene, CITY’s Director of Engineering, shall serve as the liaison person to act as CITY's representative with respect to services to be rendered under this Contract. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define CITY'S policies with respect to the Project and CONSULTANT's services.

Such person shall be the primary contact person between CITY and CONSULTANT with respect to the services from CONSULTANT under this Contract. CITY reserves the right to substitute the authorized contact person at any time and shall notify CONSULTANT thereof.

SECTION III – CONSIDERATION

- A. **Fees.** CITY will compensate CONSULTANT as detailed in Exhibit 3, Compensation, which is attached hereto and incorporated herein by reference, for CONSULTANT’s performance of services under this Contract.
- B. If CITY fails to make any payment due CONSULTANT for services performed to the satisfaction of the City Engineer and expenses within thirty days after the date of CONSULTANT's invoice, CONSULTANT may, after giving seven days written notice to CITY, and without waiving any claim or right against CITY and without incurring liability whatsoever to CITY, suspend services and withhold project deliverables due under this Contract until CONSULTANT has been paid in full all amounts due for services, expenses and charges.

SECTION IV – TERM AND TERMINATION

- A. **Term.** This Contract shall be in for two years commencing February 1, 2022. By mutual agreement between the City and the CRP, this Contract may be extended for an additional two years beyond its original term.
- B. **Termination.** Notwithstanding the foregoing, this Contract may be terminated by either party for any reason or for convenience by either party upon thirty (30) days written

notice. In the event of termination, CITY shall be obligated to CONSULTANT for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Contract.

- C. **Default.** If CONSULTANT fails to perform any of the provisions of this Contract or so fails to administer the services detailed in Exhibit 1, attached hereto, in such a manner as to endanger the performance of the Contract, this shall constitute default. Unless CONSULTANT's default is excused by CITY, CITY may, upon written notice, immediately cancel this Contract or exercise any other rights or remedies available to CITY under this Contract or law.
- D. **Suspension of Work.** If any work performed by CONSULTANT is abandoned or suspended in whole or in part by CITY, CONSULTANT shall be paid for any services performed to the satisfaction of the City Engineer prior to CONSULTANT's receipt of written notice from CITY of such abandonment or suspension, but in no event shall the total of CITY's payments to CONSULTANT under this Contract be required to exceed a percentage of the total contract price (calculated by either the Contract price or the maximum price set forth in Exhibit 3, attached hereto) equivalent to the percentage of the scope of services completed by CONSULTANT to the satisfaction of the City Engineer as determined by CITY.

SECTION V – INDEMNIFICATION

- A. CONSULTANT shall indemnify, protect, save, hold harmless and insure CITY, and its respective officers, directors, employees, volunteers and members and agents, from and against any and all claims and demands for, or litigation with respect to, all damages which may arise out of or be caused by CONSULTANT or its agents, employees, volunteers, contractors, subcontractors, or sub-consultants with respect to CONSULTANT's performance of its obligations under this Contract. CONSULTANT shall defend CITY against the foregoing, or litigation in connection with the foregoing, at CONSULTANT's expense, with counsel reasonably acceptable to CITY. CITY, at its expense, shall have the right to participate in the defense of any Claims or litigation and shall have the right to approve any settlement, which approval shall not be unreasonably withheld. The indemnification provision of this Section shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of CITY. All indemnification obligations shall survive termination, expiration or cancellation of this Contract.
- B. CITY shall indemnify protect, save, hold harmless and insure CONSULTANT, and its respective officers, directors, employees and members and agents, from and against any and all claims and demands for, or litigation with respect to, all damages which may arise out of or be caused by CITY or its agents, employees, contractors, subcontractors or sub-consultants with respect to CITY's performance of its obligations under this Contract. CITY shall defend CONSULTANT against the foregoing, or litigation in connection with the foregoing, at CITY's expense, with counsel reasonably acceptable to

CONSULTANT. CONSULTANT, at its expense, shall have the right to participate in the defense of any Claims or litigation and shall have the right to approve any settlement, which approval shall not be unreasonably withheld. The indemnification provision of this Section shall not apply to damages or other losses proximately caused by or resulting from the negligence or willful misconduct of CONSULTANT. All indemnification obligations shall survive termination, expiration or cancellation of this Contract.

- C. Nothing contained in this Contract shall create a contractual relationship with or a cause of action in favor of a third party against CITY or CONSULTANT. CONSULTANT's services under this Contract are being performed solely for CITY's benefit, and no other entity shall have any claim against CONSULTANT because of this Contract or the performance or nonperformance of services provided hereunder.

SECTION VI – GENERAL TERMS

- A. **Voluntary and Knowing Action.** The PARTIES, by executing this Contract, state that they have carefully read this Contract and understand fully the contents thereof; that in executing this Contract they voluntarily accept all terms described in this Contract without duress, coercion, undue influence, or otherwise, and that they intend to be legally bound thereby.
- B. **Authorized Signatories.** The PARTIES each represent and warrant to the other that (1) the persons signing this Contract are authorized signatories for the entities represented, and (2) no further approvals, actions or ratifications are needed for the full enforceability of this Contract against it; each party indemnifies and holds the other harmless against any breach of the foregoing representation and warranty.
- C. **Notices.** The PARTIES' representatives for notification for all purposes are:

CITY:

Mark Duchene P.E.
Director of Engineering
City of Faribault
1200 Belview Trail, Faribault, MN 55021
Phone: 507-333-0360
Email: mduchene@ci.faribault.mn.us

CONSULTANT:

Kristi Pursell
Executive Director
Clean River Partners
710 Division Street South, Northfield, MN 55057
Phone: (507) 786-3913
Email: kristi@cleanriverpartners.org

- D. **Dispute Resolution.** CITY and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to

proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall first be submitted to mediation utilizing the Minnesota District Court Rule 114 Roster. CONSULTANT and CITY agree to require an equivalent dispute resolution process governing all contractors, subcontractors, subconsultants, suppliers, consultants, and fabricators concerned with the Project.

- E. **Independent Contractor Status.** CONSULTANT, at all times and for all purposes hereunder, shall be an independent contractor and is not an employee of CITY for any purpose. No statement contained in this Contract shall be construed so as to find CONSULTANT to be an employee of CITY, and CONSULTANT shall not be entitled to any of the rights, privileges, or benefits of employees of CITY, including but not limited to, workers' compensation, health/death benefits, and indemnification for third-party personal injury/property damage claims.

CONSULTANT acknowledges that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due CONSULTANT, and that it is CONSULTANT's sole obligation to comply with the applicable provisions of all Federal and State tax laws.

CONSULTANT shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services identified herein.

CONSULTANT is responsible for hiring sufficient workers to perform the services/duties required by this Contract, withholding their taxes and paying all other employment tax obligations on their behalf.

- F. **Acceptance of Deliverables.** Each deliverable shall be subject to a verification of acceptability by CITY to ensure such deliverable satisfies stated requirements. The acceptability of any deliverable will be based on CITY's satisfaction or non-satisfaction with the deliverable based on requirements of this Contract. If any deliverable is not acceptable, CITY will notify CONSULTANT specifying reasons in reasonable detail, and CONSULTANT will, at no additional cost, conform the deliverable to stated requirements of this Contract.
- G. **Subcontracting.** CONSULTANT shall not enter into any subcontract for performance of any services contemplated under this Contract without the prior written approval of CITY. CONSULTANT shall be responsible for the performance of all subcontractors and/or sub-consultants.
- H. **Assignment.** This Contract may not be assigned by either Party without the written consent of the other Party.
- I. **Modifications/Amendment.** Any alterations, variations, modifications, amendments or waivers of the provisions of this Contract shall only be valid when they have been

reduced to writing, and signed by authorized representative of the CITY and CONSULTANT.

- J. **Records—Availability and Retention.** Pursuant to Minn. Stat. § 16C.05, subd. 5, CONSULTANT agrees that CITY, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of CONSULTANT and involve transactions relating to this Contract.

CONSULTANT agrees to maintain these records for a period of six years from the date of termination of this Contract.

- K. **Force Majeure.** The PARTIES shall each be excused from performance under this Contract while and to the extent that either of them are unable to perform, for any cause beyond its reasonable control. Such causes shall include, but not be restricted to fire, storm, flood, earthquake, explosion, war, total or partial failure of transportation or delivery facilities, raw materials or supplies, interruption of utilities or power, and any act of government or military authority. In the event either party is rendered unable wholly or in part by force majeure to carry out its obligations under this Contract then the party affected by force majeure shall give written notice with explanation to the other party immediately.
- L. **Compliance with Laws.** CONSULTANT shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Contract or to the facilities, programs and staff for which CONSULTANT is responsible.
- M. **Non-Discrimination.** The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Contract as if fully set forth herein.
- N. **Interest by City Officials.** No elected official, officer, or employee of CITY shall during his or her tenure or employment and for one year thereafter, have any interest, direct or indirect, in this Contract or the proceeds thereof.
- O. **Work Product.** All materials such as reports, exhibits, models, graphics, computer files, maps, charts, and supporting documentation produced under work authorized by this Contract (“Materials”) shall become the property of CITY upon completion of the work. CITY may use the information for the Project for which they were prepared. Such use by CITY shall not relieve any liability on the part of CONSULTANT. Notwithstanding any of the foregoing to the contrary; (a) CONSULTANT may reuse standard details of its Materials in the normal course of its business; and (b) CITY understands that the Materials have been prepared for a specific project, and are not intended to be reused for other purposes. If CITY reuses the Materials for any other purpose, CITY waives any claims against CONSULTANT arising from such reuse and agrees to defend and indemnify

CONSULTANT from any claims arising from such reuse.

- P. **Governing Law.** This Contract shall be deemed to have been made and accepted in Rice County, Minnesota, and the laws of the State of Minnesota shall govern any interpretations or constructions of the Contract without regard to its choice of law or conflict of laws principles.
- Q. **Data Practices.** The PARTIES acknowledge that this Contract is subject to the requirements of Minnesota's Government Data Practices Act, Minnesota Statutes, Section 13.01 *et seq.*
- R. **No Waiver.** Any Party's failure in any one or more instances to insist upon strict performance of any of the terms and conditions of this Contract or to exercise any right herein conferred shall not be construed as a waiver or relinquishment of that right or of that Party's right to assert or rely upon the terms and conditions of this Contract. Any express waiver of a term of this Contract shall not be binding and effective unless made in writing and properly executed by the waiving Party.
- S. **Data Disclosure.** Under Minn. Stat. § 270C.65, Subd. 3 and other applicable law, CONSULTANT consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to CITY, to federal and state agencies and state personnel involved in the payment of CITY obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in action requiring CONSULTANT to file state tax returns, pay delinquent state tax liabilities, if any, or pay other CITY liabilities.
- T. **Patented Devices, Materials and Processes.** If this Contract requires, or the CONSULTANT desires, the use of any design, device, material or process covered by letters, patent or copyright, trademark or trade name, the CONSULTANT shall provide for such use by suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with CITY. If no such agreement is made or filed as noted, CONSULTANT shall indemnify and hold harmless CITY from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend CITY for any costs, liability, expenses and attorney's fees that result from any such infringement.
- U. **Severability.** The invalidity or unenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision. Any invalid or unenforceable provision shall be deemed severed from this Contract to the extent of its invalidity or unenforceability, and this Contract shall be construed and enforced as if the Contract did not contain that particular provision to the extent of its invalidity or unenforceability.
- V. **Entire Contract.** These terms and conditions constitute the entire Contract between the PARTIES regarding the subject matter hereof. All discussions and negotiations are

deemed merged in this Contract.

- W. **Headings and Captions.** Headings and captions contained in this Contract are for convenience only and are not intended to alter any of the provisions of this Contract and shall not be used for the interpretation of the validity of the Contract or any provision hereof.
- X. **Survivability.** All covenants, indemnities, guarantees, releases, representations and warranties by any Party or PARTIES, and any undischarged obligations of CITY and CONSULTANT arising prior to the expiration of this Contract (whether by completion or earlier termination), shall survive such expiration.
- Y. **Execution.** This Contract may be executed simultaneously in two or more counterparts that, when taken together, shall be deemed an original and constitute one and the same document. The signature of any Party to the counterpart shall be deemed a signature to the Contract, and may be appended to, any other counterpart. Facsimile and email transmissions of executed signature pages shall be deemed as originals and sufficient to bind the executing Party.
- Z. **Mechanic's Liens.** The CONSULTANT hereby covenants and agrees that CONSULTANT will not permit or allow any mechanic's or materialman's liens to be placed on the City's interest in the Property that is the subject of the Project during the term hereof. Notwithstanding the previous sentence, however, in the event any such lien shall be so placed on the City's interest, the CONSULTANT shall take all steps necessary to see that it is removed within thirty (30) days of its being filed; provided, however, that the CONSULTANT may contest any such lien provided the CONSULTANT first posts a surety bond, in favor of and insuring the City, in an amount equal to 125% of the amount of any such lien.

Remainder of page intentionally left blank.

SECTION VII –SIGNATURES

IN WITNESS WHEREOF, the PARTIES have hereunto executed this document the day and year first above written.

CONSULTANT: Clean River Partners

By: _____

(Signature)

Title: Chair of the CRP Board of Directors

Print Name: Melissa King

Date: _____

By: _____

(Signature)

Title: Executive Director

Print Name: Kristi Pursell

Date: _____

CITY OF FARIBAULT

By: _____

Faribault City Mayor

Date: 4/5/2021

By: _____

Faribault City Administrator

Date: 4/5/2022

EXHIBIT 1

SCOPE OF SERVICES

Subject to the terms of this Contract, CONSULTANT shall perform the following services:

CITY OF FARIBAUT EDUCATION & OUTREACH

SCOPE OF SERVICES

January 1, 2022 - December 31, 2022

Subject to the terms of the CONTRACT, the CONSULTANT, Clean River Partners, shall perform the following services:

TASK DESCRIPTION		DELIVERABLES	Proposed Adaptations Due to COVID-19	ESTIMATED COMPLETION DATE	TASK COST
A. STORMWATER POLLUTION PREVENTION ACTIVITIES					
1	Plan, coordinate, staff, host, and evaluate the effectiveness of one City of Faribault Stormwater Pollution Prevention public participation opportunity to be held in conjunction, and for the duration of, the Rice County Fair. Compile public comment(s) on the City's Stormwater Program in accordance with the MPCA NPDES MS4 permit requirements.	Event summary including: public comment(s) received, dates of event, digital copies of exhibit and event photos taken, estimation of exhibit attendance for event duration, digital copies and the quantity of stormwater pollution prevention educational materials distributed, summary of event effectiveness, and description of assessment mechanism utilized.	If the Rice County Fair does not take place in 2022, CRP will work with City of Faribault staff to create an appropriate event that addresses this item. Possible options include an online Zoom "Open House" where participants could learn about City of Faribault Stormwater Activities and learn how to comment on the SWPPP.	8/3/2022	\$1,984
2	In cooperation with the River Bend Nature Center: develop, coordinate, implement (where invited), and evaluate the effectiveness of City of Faribault stormwater pollution prevention curriculum for all 5th grade students for the 2019-2020 or 2020-2022 school year, in private and public schools in the Faribault community. While the goal is to reach every 5th grade classroom, the success metric is to reach at least 50% of 4th grade classrooms in 2020. (\$4,025 to River Bend Nature Center, \$575 to CRP)	Program summary including: copy of lesson plan(s); curriculum/class implementation schedule including date, school, grade level, teacher name, and number of students; description of assessment mechanism utilized; summary of program evaluation and effectiveness; copies of and quantity of any assessment surveys distributed, returned, and participant responses; digital copies of any photos taken.	If schools are not allowing visitors in 2022, River Bend and CRP staff will work with City of Faribault to either create an alternative plan, or remove this item from the contract.	12/31/2022	\$4,600
3	Plan, coordinate, staff, and host an exhibit at, and evaluate the effectiveness of youth stormwater pollution prevention education and outreach for the Cannon River Science, Technology, Engineering and Mathematics (STEM) School annual environmental fair.	Event summary including: date of event, digital copies of photos taken, estimation of event attendance, digital copies and quantity of stormwater pollution prevention educational materials distributed, summary of program evaluation and effectiveness, and description of assessment mechanism utilized.	This event will take place in person, or via a Zoom call with STEM school classrooms.	6/1/2020	\$1,392

4	Assist the City of Faribault with planning, coordination, recruitment of volunteers and staffing and supervision of volunteer events. This will include a maximum of 15 hours to recruit participants and conduct two volunteer events with activities to include: storm drain stenciling or decal application and distribution of public education materials, litter pickup, installation of native plantings, or other activity approved by the City.	Summary of each volunteer event including: digital copies of photos taken, date and location of event, number of participants and community groups present at each event (including copy of attendance/registration list), summary of event activity including metrics of event accomplishments (i.e. number of storm drains stenciled, number of educational materials distributed, pounds of waste collected, etc.), summary of event evaluation and effectiveness, and description of assessment mechanism utilized. In the event that no volunteers are recruited, provide a summary of recruitment activities taken including: date, name of group/individual contacted and any feedback received.	If youth groups are not meeting in 2022 due to COVID-19, then CRP will once again recruit families to do stenciling in their neighborhoods.	11/2/2022	\$1,323
5	Sponsorship of CRP Watershed Cleanup, for the Faribault location. Faribault will be a "Sponsor" level supporter of the event. CRP will invest a minimum of 8 hours staff time to recruit Faribault community groups to take part in this event in 2020.	Event summary including: date and clean-up location for Faribault event, digital copies of photos taken at Faribault location, total event participation and number of participants (including copy of attendance/registration list) for the Faribault location, summary of event activity including pounds of waste collected for the total event and at the Faribault location, summary of event evaluation and effectiveness, and description of evaluation mechanism utilized.	This event will take place in person, as it did in 2020, with volunteers wearing masks and physical distancing.	9/28/2022	\$661
6	Write and submit five stormwater pollution prevention related news articles, on City of Faribault SWPPP high priority topics, of approximately 300 words each with a photo, for 2022 quarterly issues of the Faribault Buckham Bulletin.	Date and copy of article and content submitted. Copy of actual article published (where applicable). Topics to include: Spring--Pet Waste, Summer--Illicit Discharge, Late Summer--Residential BMPs, Fall--Yard Waste, Winter--Salt	This event will take place as scheduled.	Quarterly throughout 2022, 12/31/2022	\$1,323
7	Assist with development of and distribution method(s) for a citizen survey that attempts to gauge the effectiveness of the City's overall Stormwater Pollution Prevention Education and Outreach Program.	Copy of assessment survey and summary of recommended method(s) of distribution.	If the Rice County Fair does not take place in 2022, CRP will work with City of Faribault staff to create an appropriate event that addresses this item. Possible options include an online survey with up to 3 survey participants winning a rain barrel.	9/30/2022	\$2,645

B. SOURCE WATER PROTECTION

1	Coordinate with Rice County Soil and Water Conservation District to plan, coordinate, staff, promote and implement one event that promotes agricultural BMPs and programs (event/workshop topic approved by the City). The event must target and be promoted to growers/producers within the City's drinking water supply management area. CRP will manage the event registration and also evaluate the event effectiveness.	Event summary including: summary of event topic and educational goals, date(s) and location(s) of event, digital copies of photos taken, copy of event attendance/registration list, copy of event schedule/itinerary, copy and quantity of educational resources distributed, summary of event effectiveness, and description of assessment mechanism utilized. Deliverables will also include copies of event press release(s) and promotional materials (e.g. mailer) distributed.	This event will take place again in 2022. If COVID-19 is still an issue for large gatherings, we will again schedule an outdoor field day with masks and physical distancing.	11/30/2022	\$2,300
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C. WATER CONSERVATION EDUCATION AND OUTREACH

1	Plan, coordinate, staff, host, and evaluate the effectiveness of one community presentation or public education class. Topic to include: water conservation, residential leak detection, or other topic approved by the City.	Event summary including: date and location of event, event topic and educational goals, event itinerary, digital copies of photos taken, copy of event attendance list, copy of presentation, copies and quantity of educational materials distributed, summary and evaluation of event effectiveness, and description of evaluation mechanism utilized. Deliverables will also include copies of event press release(s) and promotional materials provided to the City a minimum of one month prior to event date.	This event will take place either in person, or via a Zoom presentation model, in cooperation with the Buckham Memorial Library and/or the City of Faribault school system.	11/30/2022	\$1,323
2	Assist the City with administration of a poster contest for grade 2, 3, 4 and 5 students in public and private schools in the Faribault community. In Fall of 2020, CRP will spend a maximum of 20 hours to contact and promote the contest to all 2nd, 3rd, 4th, and 5th grade level teachers in the Faribault community and teach classroom/school presentations when allowed. City of Faribault staff to collect and judge submissions, and give out awards.	Original copies of poster submissions. Program summary including: copy of lesson plan(s); curriculum/class implementation schedule including date, school, grade level, teacher name, and number of students; description of assessment mechanism utilized; summary of program evaluation and effectiveness; description of evaluation mechanism utilized; and digital copies of any photos taken. Provide a summary of outreach activities completed.	This event will take place as scheduled. If Faribault schools are not allowing visitors in 2022, CRP staff will talk with students via Zoom calls, or create a video and distribute the video link to teachers, as well as advertise the contest through newspapers, radio stations and other media outlets.	12/31/2022	\$2,013

D. PROJECT MEETINGS AND REPORTING

1	Prepare summary of contract activities completed including all deliverable as described within the 2020 scope of services. This also includes reporting on contract activities into the City's MS4 Front software program.	Hard copy summary report of annual contract progress and task deliverables as described. Data/documentation entry into the City's MS4 Front program for all 2020 contract activities.	This will happen as schedule.	12/31/2022	\$1,150
2	Project Meetings. CRP will schedule two project meetings with the City to discuss contract progress, updates, and schedule. Each meeting will last 2 hours or less. At city staff discretion, one of those meetings could be with the City of Faribault Environmental Quality Commission.		This will happen as scheduled, either in person or via video chat or by phone.	5/31/2022, 12/31/2022	\$575
					\$21,289

Total Contract Payments to CRP	\$	17,264
Total Contract Payments to River Bend Nature Center	\$	4,025
Total Contract Payments for 2022	\$	21,289

EXHIBIT 2

CERTIFICATES OF REQUIRED INSURANCE COVERAGES

[Certificates of Insurance attached hereto]



CANNRIV-02

UDVST1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/24/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Heartman Insurance 330 Central Avenue Faribault, MN 55021	CONTACT NAME:	PHONE (A/C, No, Ext): (507) 334-5577	FAX (A/C, No): (507) 334-2789
	E-MAIL ADDRESS: info@heartman.com		
INSURED Cannon River Watershed Part 710 Division Street Northfield, MN 55057	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Cincinnati Insurance Company		10677
	INSURER B : SFM		11347
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER: General Aggregate	X		EPP 0422126	3/25/2020	3/25/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	☐ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$			EPP 0422126	3/25/2020	3/25/2023	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	34649.213	3/31/2021	3/31/2022	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Faribault is additional insured as respects the general liability policy where required by written contract, subject to the policy terms and conditions.

CERTIFICATE HOLDER

CANCELLATION

City Of Faribault
208 1st Ave NW
Faribault, MN 55021

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

EXHIBIT 3

COMPENSATION

Subject to the limitations set forth in this Exhibit, CITY will compensate CONSULTANT for all services under this Contract as follows:

For the calendar year January 1, 2022 through December 31, 2022, the City shall pay to the CRP the sum not to exceed \$21,289.00.

For the calendar year 2023 and beyond, the City shall NEGOTIATE services with CRP based on previous year assessment; and

City of Faribault Education & Outreach						
Scope of Services						
January 2025 - December 2025						
Subject to the terms of the CONTRACT, the CONSULTANT shall perform the following services:						
Task	Description	Deliverables	Goals	Timeline Details	Target Completion Date	Cost
<i>A. Stormwater Pollution Prevention Activities</i>						
1	Plan, coordinate, staff, host, and evaluate the effectiveness of one City of Faribault stormwater pollution prevention public participation opportunity to be held in conjunction with the Rice County Fair. Compile public comment(s) on the City's Stormwater Program in accordance with the MPCA NPDES MS4 permit requirements.	Event summary including: public comment(s) received, dates of event, digital copies of exhibit and event photos taken, estimation of exhibit attendance for event duration, digital copies and the quantity of stormwater pollution prevention educational materials distributed, summary of event effectiveness, and description of assessment mechanism utilized.	Create a more participant-friendly SWPPP viewing/commenting experience.	Advertise presence at Rice County Fair during fair week and the week prior. Utilize CRP's social media and share messaging kit with City of Faribault 2 weeks before event for inclusion on City social media.	August 2025	\$2,175
2	In cooperation with the River Bend Nature Center, develop, coordinate, implement, and evaluate the effectiveness of the Clean River Rangers program (stormwater pollution prevention) for all 4th and 5th grade students during the 2025-2026 school year, in private and public schools in the Faribault community. (\$4,500 to RBNC, \$3,168 to CRP)	Program summary including: copy of lesson plan(s) and handbook(s); curriculum/class implementation schedule including date, school, grade level, teacher name, and number of students; summary of program evaluation and effectiveness; participant responses to surveys administered; digital copies of any photos taken; documentation of Clean River Ranger badges distributed.	While the goal is to reach every 4th and 5th grade classroom, the success metric is to reach at least 50% of 4th and 5th grade classrooms in 2025.	Contact teachers in late August to let them know about this program. Aim for teacher prep time, before the school year begins. Start promoting badge ceremony 3 weeks before event. Share messaging kit with City of Northfield 3 weeks before event for inclusion on City social media. Share messaging kit with teachers 3 weeks before event.	December 2025	\$7,675
3	Plan, coordinate, and host a stormwater education booth at the Cannon River Science, Technology, Engineering and Mathematics (STEM) School annual environmental fair. Evaluate event effectiveness.	Event summary including: date of event, digital copies of photos taken, estimation of event attendance, digital copies and quantity of stormwater pollution prevention educational materials distributed, summary of program evaluation and effectiveness.	N/A	Contact school in early 2025 to coordinate participation. No public promotion needed.	May 2025	\$1,500

4	Assist the City of Faribault with planning, coordination, recruitment of volunteers, and staffing and supervision of volunteer events. Conduct at least two events with activities to include: storm drain stenciling or decal application, door hanger campaign, litter pickup, installation of native plantings, or other activity approved by the City.	Summary of each volunteer event including: digital copies of photos taken, date and location of event, number of participants and community groups present at each event, summary of success metrics (i. e. number of storm drains stenciled, number of educational materials distributed, bags of litter collected, etc.), summary of event evaluation and effectiveness. In the event that no volunteers are recruited, provide a summary of recruitment actions taken including: date, name of group/individual contacted, and any feedback received.	Increase storm drain decal survey participation.	Contact community groups 2 months in advance to plan events. No public advertising needed.	November 2025	\$3,750
5	Sponsorship of CRP's Watershed-Wide Cleanup for the Faribault site. City of Faribault will be a "Level Three" supporter of the event. CRP will invest staff time to recruit additional Faribault community members and groups to take part in this event in 2025. Cleanup site leaders will receive stormwater pollution prevention information and be asked to share it with participants. City logo to appear on event materials.	Event summary including: date and location for Faribault event, digital copies of photos taken at Faribault location, total event participation and number of participants for the Faribault site, summary of event activity including # of shoreline miles cleaned for the total event and at the Faribault location, summary of event evaluation and effectiveness.	Increase attendance at the Faribault site.	Promote event on social media, in local newspaper, etc. during August and September. Share messaging kit with City of Faribault 3 weeks before event for inclusion on City social media. Follow up with a summary article in the local newspaper, including number of volunteers, number of shoreline miles cleaned, etc.	October 2025	\$1,000
6	Write and submit five stormwater pollution prevention related news articles, on City of Faribault SWPPP high priority topics, of approximately 300 words each with a photo. Submit articles to the Faribault Daily News. Topics to include: foraging and utilizing invasive species to prevent herbicide use, stormwater spotlight on native mussels, rain barrel best practices, when to rake fall leaves and when to leave them, and retention pond maintenance.	Dates and copies of articles submitted to Faribault Daily News. Copies of actual articles published (where applicable).	Diversify the types of articles being written so they stand out from previous years.	Articles will be spaced out throughout the year and will correspond to the current season.	December 2025	\$1,500
7	Assist with development of and distribution method(s) for a citizen survey that attempts to gauge the effectiveness of the City's overall Stormwater Pollution Prevention Education and Outreach Program.	Copy of assessment survey, results, and summary of recommended method(s) of distribution.	N/A	Survey to be developed in conjunction with the Rice County Fair activity (A1).	September 2025	\$1,050

B. Source Water Protection

1	Coordinate with Rice County Soil and Water Conservation District to plan, coordinate, staff, promote and implement one event that promotes agricultural BMPs and programs (event/workshop topic approved by the City). The event must target and be promoted to growers/producers within the City's drinking water supply management area. CRP will manage the event registration and also evaluate the event effectiveness.	Event summary including: summary of event topic and educational goals, date(s) and location(s) of event, digital copies of photos taken, copy of event attendance/registration list, copy of event schedule/itinerary, copy and quantity of educational resources distributed, summary of event effectiveness, and description of assessment mechanism utilized. Deliverables will also include copies of event press release(s) and promotional materials (e.g. mailer) distributed.	N/A	Promote event on social media, in local news sources, etc. for at least 4 weeks prior to event. Share messaging kit with City of Faribault 4 weeks before event for inclusion on City social media.	November 2025	\$2,500
C. Water Conservation Education and Outreach						
1	Plan, coordinate, staff, host, and evaluate the effectiveness of one community presentation or public education class. Topic to include: water conservation, residential leak detection, or other topic approved by the City.	Event summary including: date and location of event, event topic and educational goals, digital copy of presentation (if applicable), digital copies of photos taken, copy of event attendance list, copies and quantity of educational materials distributed, summary and evaluation of event effectiveness.	Increase in-person attendance. In 2024, the content had to be relayed in a digital format.	Promote event on social media, in local news sources, etc. for at least 3 weeks prior to event. Share messaging kit with City of Faribault 3 weeks before event for inclusion on City social media.	December 2025	\$2,300
D. Project Meetings and Reporting						
1	Prepare summary of contract activities completed including all deliverables as described within the 2025 scope of services. This also includes reporting on contract activities in the City's MS4 Front software program.	Hard copy summary report of annual contract progress and task deliverables as described. Data/documentation entry into the City's MS4 Front program for all 2025 contract activities.	N/A	Reporting will be completed in January 2026.	January 2026	\$1,000
2	Project Meetings. CRP will schedule two project meetings with the City to discuss contract progress, updates, and schedule. Each meeting will last 2 hours or less. At city staff disgression, one of those meetings could be with the City of Faribault Environmental Quality Commission.	N/A	N/A	First meeting to take place in May or June. Final meeting to take place in November or December.	December 2025	\$600
TOTAL:						\$25,050



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Travis Block, Public Works Director
MEETING DATE: January 28, 2025
SUBJECT: Approve Biomass Grinding Quote

Background:

The City operates a compost site at the Water Reclamation Facility located at 214 14th St. NE. The bush pile is ground and hauled annually. Staff has obtained two quotes. A summary of the quotes is as follows:

Shakopee Mdewakanton Sioux Community, Shakopee, MN	\$42,500.00
Dakota Wood Grinding, Rosemount, MN	\$70,400.00

After being ground, the pile will be hauled to the Rice County landfill to be used as daily cover. Using unit pricing and based on the estimated volume of 10,000 cubic yards of material, the cost is \$52,500.00. The Sanitary Sewer Fund (602) will provide the funding.

Recommendation:

Approve Biomass Grinding Quote from Shakopee Mdewakanton Sioux Community, Shakopee, MN

Attachments:

1. Biomass Grinding Quote



Service Proposal

DATE: 1/16/2025

COMPANY: City of Faribault

CONTACT: Henry Morgan

PHONE:

EMAIL: Hmorgan@ci.faribault.mn.us

PROJECT: 2025 Wood Grinding

Thank you for giving me the opportunity for the proposal
Below, you will find the terms of service.

Service	Description		Disposal	Freight
Wood Grinding	Grind and leave wood	\$4.25/CY		
Wood Grinding	Grind and haul wood to Rice County Landfill	\$5.25/CY		

Quote based on hauling to Rice County Landfill with no tipping fee.

DUSTIN MONTEY Director

Dustin Montey OFFICE: 952-233-9190 | CELL: 612-430-2490 | DUSTIN.MONTEY@SHAKOPEEDAKOTA.ORG

1905 Mystic Lake Drive S. • Shakopee, MN 55379 • 952.233.9191 • smscorf.com

OWNED AND OPERATED BY THE SHAKOPEE MDEWAKANTON SIOUX COMMUNITY



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: Kevin Bushard, Human Resources Director
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-020 Approve Hiring Accounting Technician

Background:

Due to resignation there is a need to hire an Accounting Technician position. The position has been posted since December 14, 2024 until filled.

Staff has reviewed, scored and interviewed several applications. The interview panels have consisted of City Administration and Human Resources Department. From the current interview process, staff has selected Renee Gergen as the recommendation for hire.

Resolution 2025-020 recommends the hiring of Renee Gergen. Renee would be hire at grade G step 2 of the MNPEA CBA 2025. Her hire date of employment would be February 3, 2025.

Recommendation:

Approve resolution 2025-020 recommending the hiring of Renee Gergen as Accounting Technician.

Attachments:

1. Resolution 2025-020 Approve Hiring Accounting Technician

CITY OF FARIBAULT

RESOLUTION #2025-020

APPROVE HIRING ACCOUNTING TECHNICIANS

WHEREAS, the City of Faribault (the "City") presently has a vacant Accounting Technician position that needs to be filled by a qualified candidate; and

WHEREAS, the City has advertised and interviewed for the Accounting Technician position with the City; and

WHEREAS, the City Council desires to fill the vacant Accounting Technician position.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Faribault, Minnesota, that Renee Gergen be extended an offer of employment to fill the vacant Accounting Technician position.

Date Adopted: January 28, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM: David Wanberg, CED Director
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-013 Terminate Property Tax Abatement and Void the Contract for Private Development for Certain Property in the City of Faribault

Background:

In 2023, Sage Electrochromics, Inc. (the "Developer") requested tax abatement to accommodate the move of Vetrotech North America, a manufacturer of fire-resistant and fire-protective glass, from Auburn, Washington, to the Saint-Gobain North America Building Glass Campus (the "Campus") in Faribault, Minnesota (the "Project"). The Developer reported that the Project would net 40 new jobs in Faribault, with an average wage of \$37.94 per hour (the "Project Benefits").

On July 11, 2023, the Council approved Resolutions 2023-137 and 2023-138, which approved property tax abatement and the Contract for Private Development for the proposed 10,800-square-foot addition on the Campus at 1 Sage Way in Faribault. The Developer completed the addition and hired staff for the Project. The Developer scheduled a ribbon-cutting ceremony and tour with state and local officials and Saint-Gobain representatives from Europe late last year. However, the Developer canceled the ceremony and, on December 16, 2024, announced that Vetrotech North America would cease all operations in North America, including Faribault.

The first property tax abatement payment was scheduled for the second half of 2025. However, because the abatement is tied to the Project Benefits, which are no longer realized, the City should terminate its portion of the Project's tax abatement. At its January 16, 2024, meeting, the Faribault Economic Development Authority (EDA) concurred with City Staff's recommendation. City Staff understands Rice County will follow suit.

The EDA and the City appreciate the Developer's work in trying to establish Vetrotech North America in Faribault. Often, parent companies must make

difficult decisions that are in the best interest of the parent company, and those decisions sometimes affect local employees and operations. We continue to value Saint-Gobain/Sage Electrochromics in Faribault and look forward to working with them in the future to retain and grow their presence here.

Recommendation:

Approve Resolution 2025-013.

Attachments:

1. Resolution 2025-013 Terminate Property Tax Abatement and Void the Contract for Private Development for Certain Property in the City of Faribault

CITY OF FARIBAULT

RESOLUTION #2025-013

TERMINATE PROPERTY TAX ABATEMENT AND VOID THE CONTRACT FOR PRIVATE DEVELOPMENT FOR CERTAIN PROPERTY IN THE CITY OF FARIBAULT

WHEREAS, in 2023, SAGE ELECTROCHROMICS, INC. (the “Developer”) requested property tax abatement to accommodate the move of VETROTECH NORTH AMERICA, a manufacturer of fire-resistant and fire-protective glass, from Auburn, Washington, to the Saint-Gobain North America Building Glass Campus in Faribault, Minnesota (the “Project”); and

WHEREAS, the Developer reported that the Project would net 40 new jobs in Faribault, with an average wage of \$37.94 per hour (the “Project Benefits”); and

WHEREAS, on July 11, 2023, the Faribault City Council approved Resolution #2023-137, which authorized property tax abatement for the Project’s proposed 10,800-square-foot expansion on the Campus at 1 Sage Way, Faribault, Minnesota, legally described in Exhibit A of this Resolution; and

WHEREAS, in its approval of Resolution #2023-137, the City Council found, in part, that the Project Benefits would be at least equal to the property abatement costs to the City; and

WHEREAS, on July 11, 2023, the Faribault City Council also approved Resolution #2023-138, which approved the Project’s Contract for Private Development related to the property tax abatement; and

WHEREAS, the City Council approved the above-referenced resolutions to support the Developer’s intended use of the property as outlined in the Contract for Private Development, attached hereto as Exhibit B, and consistent with the stated public purpose and Project Benefits; and

WHEREAS, on December 16, 2024, the Developer announced that all VETROTECH NORTH AMERICA operations would cease, including operations at the Faribault location; and

WHEREAS, the cessation of operations renders the property no longer compliant with the City’s Business Subsidy Policy, which requires sustained operations and fulfillment of the Project’s goals as a condition of receiving tax abatement; and

WHEREAS, the City’s property tax abatement payments were scheduled to begin in the second half of 2025; and

WHEREAS, the City Council finds the Project is no longer eligible for the City’s portion of the tax abatement under the provisions of Resolution #2023-137, Resolution #2023-138, the terms of the Contract for Private Development, and the City’s Business Subsidy Policy.

NOW, THEREFORE, BE IT RESOLVED the Faribault City Council hereby immediately terminates its portion of the property tax abatement, voids the Contract for Private Development, and overrides the approvals granted in Resolution #2023-137 and Resolution #2023-138 related to the Project outlined in the above recitals.

ALSO, BE IT RESOLVED the Mayor, City Staff, City Attorney, and City Consultants are hereby authorized and directed to take any and all additional steps and actions necessary or convenient to accomplish the intent of this Resolution.

Date Adopted: January 28, 2025

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

That real property in the City of Faribault, County of Rice, State of Minnesota, legally described as follows:

Lot 1, Block 1, Northern Industrial Park Fourth Addition,
City of Faribault, Rice County, Minnesota.



Request for Council Action

TO: Mayor and City Council
THROUGH: Jessica Kinser, City Administrator
FROM:
MEETING DATE: January 28, 2025
SUBJECT: Resolution 2025-019 Approve Appointment of John Rowan to City Council

Background:

With the election of Tom Spooner to the position of Mayor, a vacancy was created on January 7, 2025, when he submitted his letter of resignation for the remainder of his City Council term. The City Council immediately declared a vacancy at the first meeting of the year. A process to solicit letters of interest was open until noon on Friday, January 17th, and resulted in five interested residents coming forward. The City Council discussed the applicants at the January 21st work session, and determined that John Rowan was the best candidate to fill the remaining time on the City Council term.

Recommendation:

Approve Resolution 2025-019

Attachments:

1. Res 2025-019 Appoint Rowan to Vacant City Council Position

CITY OF FARIBAULT

RESOLUTION #2025-019

APPROVE APPOINTMENT OF JOHN ROWAN TO CITY COUNCIL

WHEREAS, Thomas J. Spooner was elected to the office of City Council for the City of Faribault, Minnesota, on November 8, 2022; and

WHEREAS, said office has a four-year term that began January 3, 2023, and runs through January 4, 2027; and

WHEREAS, Thomas J. Spooner submitted a letter of resignation effective January 7, 2025, after his election to the office of Mayor for the City of Faribault, Minnesota, on November 5, 2024, thereby vacating his City Council seat; and

WHEREAS, the office of Council Member was declared vacant upon the passage of Resolution 2025-001 on January 7, 2025; and

WHEREAS, the City Council declared its intention to make an appointment to fill the remainder of the term of the vacated City Council seat; and

WHEREAS, the City Council, at its Work Session meeting on January 21, 2025, reviewed the letters of interest from applicants for the appointment to fill the vacant City Council seat and recommended that John Rowan be so appointment.

NOW, THEREFORE BE IT RESOLVED, that by the City Council of the City of Faribault, Minnesota that the above-referenced recitals are incorporated herein to this Resolution.

ALSO, BE IT RESOLVED, by the City Council that John Rowan is hereby appointed to serve the remained of the unexpired term of Thomas Spooner as Council Member from January 28, 2025 to January 4, 2027.

Date Adopted:

Faribault City Council

Thomas J. Spooner, Mayor

ATTEST:

Jessica L. Kinser, City Administrator