



CITY COUNCIL AGENDA REGULAR MEETING

**Monday, November 8, 2021
7:00 P.M.**

The City of Montrose is committed to maintaining a safe, welcoming, family-friendly community, with affordable housing, where parents can raise their families; to ensuring our skilled, motivated employees provide high quality public services at a value; to sound stewardship and fiscal responsibility to ensure our city remains strong and prosperous, both now and into the future; to nurturing business-friendly partnerships to promote economic development and local jobs; to thoughtfully address community needs and plan for growth, innovation and sustainable development; and to ethical leadership that is responsive and accountable to our citizens.

Montrose Community Center
200 Center Avenue South
Montrose, Minnesota 55363

1. CALL TO ORDER

2. ROLL CALL

3. INVOCATION

A. Pastor Ryan Clark – St. John’s Lutheran Church

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF AGENDA

6. APPROVAL OF CONSENT AGENDA

A. Minutes

1. October 11, 2021 Regular City Council Meeting – prepared by J. Bonniwell

B. Accounts Payable

1. City, November 8, 2021 – prepared by M. Sommerfeld
2. Fire Department, November 8, 2021 – prepared by M. Sommerfeld

C. Monthly Utility Adjustments, October, 2021 – prepared by C. Gerard

D. Year 2022 Liquor Licenses

1. Approve the Year 2022 Liquor Licenses

E. Schedule City Council Year 2022 Budget Workshop – Monday, November 29, 2021

1. Schedule a City Council Year 2022 Budget Workshop for Monday, November 29, 2021 to be held at 4:00 p.m. in the Conference Room at City Hall to review the proposed year 2022 Final Budget and Levy

F. Resolution 2021-33 – Designate the Year 2022 Election Polling Location

1. Resolution 2021-33 – A Resolution Designating the 2022 Election Polling Location for the City of Montrose

7. WRIGHT COUNTY SHERIFF'S OFFICE

- A. October, 2021 Monthly Report and Hours Report

8. REPORTS AND RECOMMENDATIONS OF THE CITY DEPARTMENTS, CONSULTANTS, COMMISSIONS, AND COMMITTEES

A. City Council

1. Monthly Activity Report

B. Montrose Fire Department

1. October, 2021 Activity Report
2. Accept Resignation of Mr. Terry Vanderbeek, Effective 11/02/2021. Mr. Vanderbeek served with the Montrose Fire Department for 4 years, 10 months and 3 weeks.

C. Personnel Committee

1. American Federation of State, County and Municipal Employees, Minnesota Council No. 65 Agreement – January 1, 2022 – December 31, 2024

D. Planning and Zoning Commission

1. October 13, 2021 Planning and Zoning Meeting Cancelled – No Minutes
2. Public Hearing for Preliminary Plat for Rolling Meadows Addition to be held on Wednesday, November 10, 2021 at 7:00 p.m. at the Montrose Community Center

E. Park and Recreation Commission

1. Halloween Decorating Contest – Voting for Winner for 2021 Contest
2. Fish Sunflowers

F. City Engineer

1. Regional Park – Retaining Wall Seeding/Landscaping Quote
2. Regional Park – DNR Grant Memo for Plans and Specifications
3. Final Pay Application No. 10 for Well House No. 3
4. Updates from City Engineer

G. Public Works Department

1. General Updates

9. OLD BUSINESS

10. NEW BUSINESS

11. OPEN FORUM**12. UPCOMING MEETINGS**

- A. Park and Recreation Meeting – CANCELLED
- B. Planning and Zoning Commission Meeting and Public Hearing – Wednesday, November 10, 2021 at 7:00 p.m. in the Montrose Community Center
- C. Economic Development Authority Meeting – Tuesday, November 16, 2021 at 12:00 p.m. in the Montrose City Hall Conference Room or Meeting Room at Citizen's State Bank
- D. City Council Year 2022 Budget Workshop – Monday, November 29, 2021 at 4:00 p.m. in the Montrose City Hall Conference Room
- E. Regular City Council Meeting – Monday, December 13, 2021 at 7:00 p.m. in the Montrose Community Center

13. ACKNOWLEDGEMENTS**14. ADJOURNMENT**

City of Montrose
 Regular City Council Meeting
 Montrose Community Center
 200 Center Avenue South
 Monday, October 11, 2021
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met in Regular Session on Monday, October 11, 2021 at 7:00 p.m.

Mayor Moynagh called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Mayor Robert W. Moynagh III
 Council Member Tom Marszalek
 Council Member Sam Solarz
 Council Member David Paradeise

Absent: Council Member Nicole Andreoff

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Jared Voge, City Engineer
 Mr. Sam Ketchum, City Attorney
 Mr. Wayne McCormick, Public Works Director
 Mr. Michael Sommerfeld, Deputy Treasurer

3. INVOCATION

A. No Invocation was given.

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was taken.

5. APPROVAL OF THE AGENDA

A. Approval of the Agenda

Council Member Marszalek motioned to approve the October 11, 2021 Regular City Council Meeting Agenda. Council Member Paradeise seconded the motion. Motion carried 4-0.

6. APPROVAL OF THE CONSENT AGENDA

A. Minutes

1. Accepted the minutes of the September 13, 2021 Regular City Council Meeting
2. Accepted the minutes of the September 27, 2021 City Council Workshop

B. Accounts Payable

1. Approved the October 11, 2021 Accounts Payable for the City of Montrose
2. Approved the October 11, 2021 Accounts Payable for the Montrose Fire Department

C. Approved the Monthly Utility Adjustments, September, 2021

D. Approved Resolution 2021-29 – A Resolution Allowing the Assessment of Unpaid Utilities to the 2022 taxes.

Council Member Marszalek motioned to approve the October 11, 2021 Consent Agenda as presented. Council Member Solarz seconded the motion. Motion carried 4-0.

7. WRIGHT COUNTY SHERIFF'S OFFICE

A. September, 2021 Monthly Report and Hours Report presented in packet.

Deputy Larsen reminded everyone to continue locking car doors and garages as they have seen some property theft cases recently. Mr. Larsen also stated that starting November 1st, winter parking restrictions will be in effect.

8. REPORTS AND RECOMMENDATIONS OF CITY DEPARTMENTS, CONSULTANTS, COMMISSIONS AND COMMITTEES

A. City Council

1. Monthly Activity Report

The City Council Members gave a brief overview of the meetings, activities and/or events they attended.

B. Montrose Fire Department

1. September, 2021 Activity Report

Fire Chief Triplett gave an overview of the September, 2021 Monthly Activity Report.

2. Resolution 2021-30 – A Resolution Opting to Increase the Benefit Level for Firefighters who are Vested in the Statewide Volunteer Firefighter Plan

Council Member Marszalek motioned approved Resolution 2021-30 – A Resolution Opting to Increase the Benefit Level for Firefighters who are Vested in the Statewide Volunteer Firefighter Plan. Mayor Moynagh seconded the motion. Motion carried 4-0.

C. Planning and Zoning Commission

1. September 8, 2021 Planning and Zoning Commission Meeting Minutes

Mr. Charles Smallwood gave an overview of the meeting minutes from the September 8, 2021 Planning and Zoning Commission Meeting.

2. Approval of Vice Chair Recommendation from Planning and Zoning Commission for Ms. Sylvia Henry

Mr. Smallwood stated the Planning and Zoning Commission made a recommendation to appoint Ms. Sylvia Henry as the Vice-Chair for Planning and Zoning.

Mayor Moynagh motioned to approve the recommendation from Planning and Zoning Commission to appoint Ms. Sylvia Henry as Vice Chair for the Commission. Council Member Marszalek seconded the motion. Motion carried 4-0.

D. Park and Recreation Commission

1. Ordinance 2021-05 – An Ordinance Rescinding Montrose Ordinance 2016-02 and Repealing and Replacing Section 23.02(E) of the Montrose City Code Relating to the Park and Recreation Commission.

Mayor Moynagh motioned to approve Ordinance 2021-05 – An Ordinance Rescinding Montrose Ordinance 2016-02 and Repealing and Replacing Section 23.02(E) of the Montrose City Code Relating to the Park and Recreation Commission. Council Member Paradeise seconded the motion. Motion carried 4-0.

2. Resolution 2021-31 – A Resolution Authorizing Summary Publication of Ordinance 2021-05 - An Ordinance Rescinding Montrose Ordinance 2016-02 and Repealing and Replacing Section 23.02(E) of the Montrose City Code Relating to the Parks and Recreation Commission.

Mayor Moynagh motioned to approve Resolution 2021-31 - A Resolution Authorizing Summary Publication of Ordinance 2021-05 - An Ordinance Rescinding Montrose Ordinance 2016-02 and Repealing and Replacing Section 23.02(E) of the Montrose City Code Relating to the Parks and Recreation Commission. Council Member Marszalek seconded the motion. Motion carried 4-0.

3. Approval of Park and Recreation Bylaws

Council Member Marszalek motioned to approve the changes made to the Park and Recreation Bylaws. Council Member Paradeise seconded the motion. Motion carried 4-0.

4. Declare Vacancies and Announce Accepting of Applications for Commission Members

Mayor Moynagh announced they City is seeking at least five (5) people to serve as commission members for the Park and Recreation Commission. The city will now be accepting applications until a full commission is created.

5. Fish Sunflowers

Mr. Fish did not attend the meeting to discuss the future of the sunflower field.

6. Halloween Decorating Contest – Date and Possible Quorum Announcement

Ms. Bonniwell stated the City Council will be doing the judging for the Halloween Decorating Contest and asked the Council to select a day and times when they will be out so a quorum notice can be posted and so the city can inform residents when to have lights on for the judging. Mayor Moynagh suggested participating in the judging on both October 29 and October 30 from 6:00 p.m. to 9:00 p.m. each night. The rest of the City Council agreed. Staff will post a quorum notice for the event and take the top 3-5 suggestions from Council to vote for a winner at the November

8, 2021 meeting.

E. City Engineer

1. Regional Park – Retaining Wall Seeding/Landscaping Quote

Mr. Voge stated a quote was received from Stone's Edge Landscaping in the amount of \$2,850.00 to complete additional rock, edging, grading, topsoil, seed, and blanket near the wall on the city property and for additional topsoil, grading, seeding and blanket on the property east of the fence (private property).

Ms. Herzog approached the podium to discuss this work since part of it impacts her property. Ms. Herzog requested the city look into winter/dormant seeding to complete the project as she does not want the blanket material or metal stakes on her property because of her dog. City Council asked Mr. Voge to look into dormant seeding to see if that is a possibility for this project and that the city staff would get back to Ms. Herzog about her request.

2. Resolution 2021-32 – A Resolution Approving the Purchase Agreement and Acquisition of Certain Property Located at 101 Center Avenue North, Montrose, MN 55363

Mr. Voge stated that city staff met with the property owners and their attorney at a meeting earlier in the day on October 11, 2021 and that they are requesting a total purchase price of \$200,000 and for the city to pay for all closing costs for the property. Mr. Voge stated that if the Council was in agreement with their proposal, they can make a motion to approve Resolution 2021-32 with the noted changes proposed by the residents and their attorney.

Mayor Moynagh motioned to approve Resolution 2021-32 – A Resolution Approving the Purchase Agreement with an amendment changing the total purchase price to \$200,000.00 and changing paragraph 16 to state the city will pay all closing costs and Acquisition of Certain Property Located at 101 Center Avenue North, Montrose, MN 55363. Council Member Marszalek seconded the motion. Motion carried 4-0.

3. Biosolids Removal and Disposal at Waste Water Treatment Plant

Mr. Voge stated that in 2020, a project was completed with Fergus Power Pump to remove and dewater biosolids from the sludge storage tank located at the Wastewater Treatment Facility. Biosolids are currently dewatered to approximately 34 percent solids and contained on-site in large dewatering bags. Mr. Voge Stated that biosolids are sometimes applied to farm fields; however, due to the age these biosolids have little to no nutrient value for agricultural land application and will therefore need to be landfilled.

Mr. Voge stated that the pricing for disposal was solicited from Fergus Power Pump, Northern Lines Contracting and MBE Trucking. Quotes were compared based on an estimated quantity of 600 dry tons of biosolids removal. The bids include removal of the dewatering bags and liners, loading, transportation and landfill disposal fees. The City will be responsible for any additional testing required for landfill approval and site restoration/reseeding. The quotes received are as follows: Northern Lines Contracting - \$62,000.00; Fergus Power Pump - \$78,200.00 and MBE Trucking did not provide a bid.

Mr. Voge stated that Bolton and Menk recommend that the City Council approve proceeding with the low quote from Northern Lines Contracting for removal and disposal of the dewatered biosolids at the VONCO facility in Becker, Minnesota at an estimated cost of \$62,000.00. Mr. Voge stated that the actual contract values will be calculated on a per ton basis utilizing landfill records to determine actual tonnage.

Mayor Moynagh asked if we have a plan going forward with biosolids disposal so we do not get into this situation again. Mr. McCormick stated that Public Works will be hauling loads of the biosolids to dispose of them on a regular basis.

Council Member Marszalek motioned to approve the Northern Lines Contracting quote of \$62,000.00 for biosolids removal. Council Member Paradeise seconded the motion. Motion carried 4-0.

4. Residential Subdivision Escrow Agreement with Developer for Autumn Winds

Mr. Voge stated the Residential Subdivision Escrow Agreement is for the Autumn Winds Developer. Mr. Vosika would like to develop the area as single family residential and has requested that the city perform the platting and design associated with the project. The agreement outlines the costs that would be associated with the project and ensures all costs incurred are reimbursed to the city. This would not guarantee any approvals or anything, just ensuring that the city gets paid for all costs incurred by the Autumn Winds developer for the platting and design portion of the project.

Council Member Marszalek motioned to approve the Residential Subdivision Escrow Agreement with Developer for Autumn Winds. Mayor Moynagh seconded the motion. Motion carried 4-0.

5. Updates from City Engineer

Mr. Voge stated that the paving for the City Hall parking lot should start on Wednesday, October 13th, weather permitting. Mr. Voge also stated that there is still some prep work happening for the Downtown Improvement Project with relocating gas lines and removing more trees.

F. Public Works Department

1. Public Works Updates

Mr. McCormick stated that the sidewalk area that is near Aspen Lane and County Road 12 has been filled with gravel for now – this was in response to an Open Forum item from the September 13th Council Meeting.

Mr. McCormick stated that the ice rink has been painted with one coat and they will be adding one more coat when time and weather allow – this was in response to an Open Forum item from the September 13th Council Meeting.

Mr. McCormick stated the DNR has given the city permission to lift the watering ban.

Mr. McCormick stated the city received a concern from a resident regarding 3rd Street North south side shoulder. Public works will be temporarily filling that area with gravel until the road is redone.

9. OLD BUSINESS

No Old Business.

10. NEW BUSINESS

No New Business.

11. OPEN FORUM

No Open Forum Requests.

12. UPCOMING MEETINGS

- A. Park and Recreation Meeting – CANCELLED
- B. Planning and Zoning Commission Meeting – CANCELLED
- C. Economic Development Authority Meeting – CANCELLED
- D. Regular City Council Meeting – Monday, November 8, 2021 at 7:00 p.m. in the Montrose Community Center

13. ACKNOWLEDGEMENTS

- A. Mayor Moynagh acknowledged all of the people that came out to the Montrose Days Committee Meeting in September to volunteer and fill the board seats for the committee.

Mayor Moynagh also acknowledged the Montrose Fire Department for their continued commitment to the City and for all of their hard work.

14. ADJOURNMENT

Council Member Marszalek motioned to adjourn the Regular City Council Meeting at 7:29 p.m. Council Member Paradeise seconded the motion. Motion carried 4-0.

ATTEST:

 Robert W. Moynagh, III
 Mayor
 City of Montrose

 Jessica Bonniwell
 City Administrator
 City of Montrose

ACCOUNTS PAYABLE LIST

November 8, 2021

Payroll	10/18/21 Payroll	15582.61
Payroll	11/1/21 Payroll	15417.37
IRS-Federal Tax Payment	10/19/21 FED/FICA Tax	5339.86
IRS-Federal Tax Payment	11/1/21 FED/FICA Tax	5220.93
MN Dept. of Revenue	10/19/21 State Withholding	1003.36
MN Dept. of Revenue	11/01/21 State Withholding	981.78
PERA	10/19/21 Payroll	3136.13
PERA	11/01/21 Payroll	2966.73
*Ameritas Life Ins.	Employee Optical Ins.	58.20
MN Dept. of Revenue	September Sales Tax	71.00
Payment Service Network	October PSN/ACH Fees	1207.56
*AFSCME #65	October Union Dues	115.40
Aramark	Uniforms/Floor Mats	372.95
Cardmember Services	CH Alarm Batt./ PW Ofc. Sup.	211.97
Centra Sota Coop.	Streets/Parks Fuel	1114.40
*Citizens State Bank	October H.S.A. Deposit	2950.00
Cole Papers, Inc.	Printer Paper	492.00
*Colonial Life Ins.	October Employee Ins.	74.52
Comcast	Internet Service	109.85
CR Electric, Inc.	Street Light Repair	1010.53
Delano Auto Parts	Generator Parts/Batteries	855.38
*Delta Dental	November Dental Ins.	945.50
Hawkins, Inc.	Water Chemicals	2921.18
Health Partners	October Health Ins.	17077.66
Lincoln Nat'l Life Ins.	October Life Ins.	166.82
*Madison Nat'l Life	October Disability Ins.	365.82
Menards	Parks Maint./Shop Supp.	394.75
Metering & Tech. Solutions	Water Meters	4376.78
*Metro West Inspection Svc.	Bldg. Permits/Inspection	4492.68
Mid-Amer. Rsch. Chemical	Prk, Str, Sew, WW Chem.	2017.00
Milhausen Auto Repair	PW Vehicle Repair	1158.64
Mini Biff	Park Biffs - Final	621.52
Mini Biff	WWTP Biffs	166.82
MVTL Laboratories	Water Testing	64.80
MVTL Laboratories	WWTP Testing	544.62
Nuso (NEC Cloud Comm.)	Telephone Service	185.72
Paumen Computer Services	Monthly IT/Backup, Pass	365.00
Paumen Computer Services	Security Training	417.00
Preferred Striping	Community Center Striping	206.08
Purchase Power	Postage Refill	2020.99

November 8, 2021

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Quill Corp.	Office Supplies/Equip.	1325.50
Riteway Business Forms	Util. Billing Forms	699.22
Sentry Systems	Monitoring Service	147.38
SPS Works	Dog Licenses	84.59
St. Louis MRO	Drug Testing	50.00
Taft Stettinius & Hollister	Dntwn. Imp. Bond Legal Fees	17500.00
US Internet	Email Hosting/Ann. Renew	449.26
UtilityLogic	Water Meter Reader	4545.00
Varner Mobile Services	DOT Plows Inspect./Repair	1642.27
WakeSun, LLC	Solar Energy	11516.95
Wex Bank	PW, Str, Sew, WW Vehicle Fuel	403.99
Windstream	Telephone Service	116.08
Wright-Hennepin Co-op	Electrical Services	248.17
Xcel Energy	Electric/Gas Charges	2144.53

ACCOUNTS PAYABLE SUBTOTAL 137674.85

Adam's Pest Control	City Hall Pest Control	80.53
Aramark	Uniforms/Floor Mats	104.42
Badger Meter	October Hosting Fee	114.93
*Bolton & Menk	Engineering Services	18613.00
Comcast	Internet Service	433.24
Gopher State One Call	Water/Sewer Locates	145.80
Marie Jenson	October CH/CC Cleaning	580.00
*Kennedy & Graven	Legal Fees	6180.20
Kuechle Underground	Downtown Imp. Proj. Phase 1	24320.00
Marco Tech.	Printer Maint.	65.84
Metering & Tech. Solutions	Water Meters	3375.92
*Metro West Inspection Svc.	Bldg. Permits/Inspection	6694.82
MVTL Labs	WWTP Testing	131.14
Nuso (NEC Cloud Comm.)	Telephone Service	110.00
USA BlueBook	Water/WWTP Supplies	864.44
U.C. Laboratory	WWTP Testing	86.00
UtilityLogic	Water Meter Reader Parts	945.00
Verizon	Cellphones	455.69
Wright Co. Finance Dept.	November Patrol Services	24865.63
*Wright Co. Journal Press	Legal Notices	60.75
Xcel Energy	Electric/Gas Charges	129.71

TOTAL ACCOUNTS PAYABLE 225902.20

November 8, 2021

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MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE*** Appendix**

Payments received to offset checks written

Payroll Deduction	October H.S.A. Deposit	1800.00
Payroll Deduction	November Disability Ins.	365.82
Payroll Deduction	AFSCME #65 Oct. Union Dues	115.40
Payroll Deduction	October Optical Ins.	58.20
Payroll Deduction	October EE Ins.	74.52
Developer Expense	Bolton & Menk	922.50
Developer Expense	Kennedy & Graven	1679.43
Building Permits	Metro West	11187.50
Developer Expense	Wright Co. Journal Press	38.81

FIRE DEPARTMENT ACCOUNTS PAYABLE LIST

November 8, 2021

ANCOM Communications	Radio Repair	70.00
Marketon, Thomas	Travel Expense	206.08
Menards	Water	120.40
Minnesota BCA	Background Check	15.00
Phillips, Justin	Travel Expense	206.08
Stoll, Kelly	Travel Expense	206.08
Triplett, Kevin	Travel Expense	206.08
Wex Bank	Vehicle Fuel	229.51
Wright County	Flu Shots	630.00

ACCOUNTS PAYABLE SUBTOTAL	1889.23
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Comcast	Internet Service	97.85
MN State Fire Dept. Assoc.	2022 MSFDA Memberships Dues	175.00
Verizon	FD iPad	40.01
VFFBA MN	Firefighter Life Insurance	14.00

TOTAL ACCOUNTS PAYABLE	2216.09
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MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE

CITY OF MONTROSE
Monthly Adjustments

10/29/21 9:28 AM

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Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00005086-00-	Adjustment	Storm Water	Service	(\$0.15)	10/12/2021
00-00001031-05-	Adjustment	NSF	Service	(\$30.00)	10/1/2021
01-00001133-00-	Adjustment	Sewer Collection	Service	(\$0.77)	10/28/2021
01-00001133-00-	Adjustment	R Water	Service	(\$0.86)	10/28/2021
01-00005086-00-	Adjustment	Combo Water	Service	(\$2.51)	10/12/2021
01-00005086-00-	Adjustment	Sewer Collection	Service	(\$0.54)	10/12/2021
01-00001133-00-	Adjustment	Storm Water	Service	(\$0.23)	10/28/2021
01-00005086-00-	Adjustment	Annual State Wa	Service	(\$0.09)	10/12/2021
00-00001604-01-	Adjustment		UR	(\$160.00)	10/29/2021
01-00003122-00-	Adjustment	Hang Disconnect N	Service	(\$25.00)	10/6/2021
01-00006010-00-	Adjustment	Hang Disconnect N	Service	\$25.00	10/6/2021
01-00003118-00-	Adjustment	Hang Disconnect N	Service	\$25.00	10/6/2021
01-00002626-00-	Adjustment	Hang Disconnect N	Service	\$25.00	10/6/2021
01-00002539-00-	Adjustment	Hang Disconnect N	Service	\$25.00	10/6/2021
01-00001906-00-	Adjustment	Hang Disconnect N	Service	\$25.00	10/6/2021
01-00005086-00-	Adjustment	WWTP	Service	(\$0.60)	10/12/2021
00-00002659-00-	Adjustment		UR	(\$11.02)	10/29/2021
00-00005162-01-	Adjustment		UR	(\$66.95)	10/29/2021
00-00005090-01-	Adjustment		UR	(\$79.14)	10/29/2021
00-00005021-02-	Adjustment		UR	(\$67.55)	10/29/2021
00-00005012-01-	Adjustment		UR	(\$28.28)	10/29/2021
00-00004108-01-	Adjustment		UR	(\$306.74)	10/29/2021
01-00001133-00-	Adjustment	WWTP	Service	(\$0.85)	10/28/2021
00-00003068-01-	Adjustment		UR	(\$84.31)	10/29/2021
00-00001168-00-	Adjustment		UR	(\$32.83)	10/29/2021
00-00002525-04-	Adjustment		UR	(\$24.83)	10/29/2021
00-00002016-00-	Adjustment		UR	(\$155.67)	10/29/2021
00-00001245-04-	Adjustment		UR	(\$81.31)	10/29/2021
00-00001516-01-	Adjustment		UR	(\$48.53)	10/29/2021
00-00002078-00-	Adjustment		UR	(\$56.50)	10/29/2021
00-00001876-00-	Adjustment		UR	(\$32.26)	10/29/2021
00-00003102-04-	Adjustment		UR	(\$61.35)	10/29/2021
				(\$1,233.87)	

((Type="Adjustment")) AND ((Date Between [enter start date] And [enter stop date]))

10-29-2021
CG

2022 LIQUOR LICENSES

The Ugly Bar	Off Sale
260 Nelson Boulevard	On Sale
Montrose, MN 55363	Sunday
Douglas Roepke	
763-675-3219	

Jacque B's Kitchen & Cocktails	Off Sale
211 Buffalo Avenue N.	On Sale
Montrose, MN 55363	Sunday
Brian Baumann	
763-675-3695	

O Brothers Wine & Spirits, LLC	Off Sale
125 Nelson Blvd.	
Montrose, MN 55363	
763-675-3050	

**CITY OF MONTROSE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION NO. 2021-33

**A RESOLUTION DESIGNATING THE 2022 ELECTION POLLING
LOCATION FOR THE CITY OF MONTROSE**

WHEREAS, the City Council of the City of Montrose, pursuant to Minnesota State Statute §204B.16, is required to designate an election polling location by resolution or ordinance within the municipality by December 31st of each year; and

WHEREAS, the polling place designated in the resolution applies to the following calendar year; and

WHEREAS, if the situation arises in the following year that the City of Montrose needs to change its polling place location in the event of an emergency or if the polling place becomes unavailable, MN State Statute §204B.16, subdivision. 1 allows the city to change a polling place following the required process to do so.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Montrose does hereby designate the 2022 Polling Location as:

**Montrose Community Center
200 Center Avenue South
Montrose, MN 55363**

ADOPTED by the City Council of the City of Montrose this 8th day of November, 2021.

Robert W. Moynagh III
Mayor

ATTEST:

Jessica Bonniwell
City Administrator



Wright County Sheriff's Office

Sheriff Sean Deringer

3800 Braddock Ave. NE, Buffalo, MN 55313
1-800-362-3667 Fax: 763-682-7610



Montrose Monthly Report 2021

Printed on November 1, 2021

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
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911 Abandoned Total: 1

10/16/21 23:41	911 Abandoned	2021090359			911
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911 Hang-up Total: 7

10/02/21 12:24	911 Hang-up	2021085739			911
10/02/21 16:30	911 Hang-up	2021085798			911
10/23/21 09:18	911 Hang-up	2021092255			911
10/24/21 07:31	911 Hang-up	2021092588			911
10/26/21 19:23	911 Hang-up	2021093342			911
10/27/21 14:16	911 Hang-up	2021093556			911
10/29/21 14:05	911 Hang-up	2021094113			911

911 Open Line Total: 13

10/04/21 17:57	911 Open Line	2021086467			911
10/06/21 06:46	911 Open Line	2021086896			911
10/07/21 13:08	911 Open Line	2021087320			911
10/09/21 22:06	911 Open Line	2021088146			911
10/14/21 17:52	911 Open Line	2021089601			911
10/16/21 15:31	911 Open Line	2021090205			911
10/16/21 22:06	911 Open Line	2021090324			911
10/20/21 07:10	911 Open Line	2021091357			911
10/20/21 19:19	911 Open Line	2021091536			911
10/24/21 23:21	911 Open Line	2021092796			911
10/28/21 14:50	911 Open Line	2021093842			911
10/31/21 13:05	911 Open Line	2021094782			911
10/31/21 13:11	911 Open Line	2021094784			911

911 Text; Unwanted Person Total: 1

10/12/21 05:10	911 Text; Unwanted	2021088775	911 Text	WP21027848	Text
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Abuse Total: 1

10/05/21 11:58	Abuse	2021086650	Abuse	WP21027154	Phone
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Abuse; Check Welfare Total: 1

10/24/21 18:27	Abuse; Check Welfare	2021092727	Abuse	WP21028989	Phone
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Alarm Total: 2

10/13/21 19:43	Alarm	2021089323			Phone
10/18/21 21:20	Alarm	2021090966			911

Animal Total: 2

10/01/21 18:43	Animal	2021085517	Animal	WP21026808	Phone
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Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
10/06/21 10:14	Animal	2021086945	Animal	WP21027250	Phone

Animal - Barking Dog Total: 12

10/03/21 16:11	Animal - Barking Dog	2021086107	Animal - Barking Dog	WP21026980	Phone
10/03/21 18:08	Animal - Barking Dog	2021086136	Animal - Barking Dog	WP21026987	Phone
10/03/21 19:06	Animal - Barking Dog	2021086156			Phone
10/03/21 20:54	Animal - Barking Dog	2021086194	Animal - Barking Dog	WP21027002	Phone
10/05/21 19:19	Animal - Barking Dog	2021086800	Animal - Barking Dog	WP21027210	Phone
10/11/21 19:27	Animal - Barking Dog	2021088703	Animal - Barking Dog	WP21027829	Phone
10/17/21 16:31	Animal - Barking Dog	2021090537	Animal - Barking Dog	WP21028343	Phone
10/18/21 03:58	Animal - Barking Dog	2021090680	Animal - Barking Dog	WP21028390	Phone
10/18/21 16:57	Animal - Barking Dog	2021090867	Animal - Barking Dog	WP21028457	Phone
10/21/21 13:38	Animal - Barking Dog	2021091717	Info	WP21028685	Phone
10/23/21 01:53	Animal - Barking Dog	2021092222	Animal - Barking Dog	WP21028839	Phone
10/25/21 17:01	Animal - Barking Dog	2021092989	Animal - Barking Dog	WP21029076	Phone

Burglary Total: 1

10/01/21 19:46	Burglary	2021085541	Burglary	WP21026816	Phone
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Burglary; Dispatch - CAD - Addressing Problems Total: 1

10/27/21 07:26	Burglary; Dispatch -	2021093455	Burglary	WP21029207	Phone
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Check Welfare Total: 9

10/03/21 22:54	Check Welfare	2021086225	Check Welfare	WP21027013	Phone
10/08/21 18:50	Check Welfare	2021087769	Check Welfare	WP21027542	Phone
10/12/21 06:22	Check Welfare	2021088781	Check Welfare	WP21027849	Phone
10/12/21 17:23	Check Welfare	2021088936	Check Welfare	WP21027901	Phone
10/14/21 00:04	Check Welfare	2021089401	Check Welfare	WP21028006	911
10/14/21 17:40	Check Welfare	2021089598	Check Welfare	WP21028076	911
10/15/21 17:19	Check Welfare	2021089903	Check Welfare	WP21028166	911
10/22/21 16:13	Check Welfare	2021092048	Check Welfare	WP21028792	911
10/30/21 16:00	Check Welfare	2021094493	Check Welfare	WP21029490	Phone

Citizen Aid Total: 4

10/13/21 21:03	Citizen Aid	2021089355	Citizen Aid	WP21027995	Phone
10/18/21 13:03	Citizen Aid	2021090780	Citizen Aid	WP21028428	Phone
10/22/21 14:13	Citizen Aid	2021092012	Citizen Aid	WP21028783	Phone
10/24/21 08:50	Citizen Aid	2021092598	Citizen Aid	WP21028952	Phone

Civil Complaint Total: 14

10/03/21 15:42	Civil Complaint	2021086101	Civil Complaint	WP21026979	Phone
10/07/21 17:25	Civil Complaint	2021087408	Civil Complaint	WP21027416	911
10/09/21 14:08	Civil Complaint	2021088000	Civil Complaint	WP21027618	Phone
10/09/21 18:10	Civil Complaint	2021088063	Civil Complaint	WP21027638	Phone
10/10/21 11:49	Civil Complaint	2021088252	Civil Complaint	WP21027691	911
10/11/21 17:07	Civil Complaint	2021088654	Civil Complaint	WCVL21027818	Phone
10/17/21 21:12	Civil Complaint	2021090635	Court Order Violation	WP21028382	911
10/18/21 22:06	Civil Complaint	2021090979	Civil Complaint	WP21028487	
10/19/21 17:19	Civil Complaint	2021091183	Civil Complaint	WP21028556	Phone

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
10/20/21 18:28	Civil Complaint	2021091519	Civil Complaint	WP21028638	Phone
10/22/21 19:38	Civil Complaint	2021092109	Civil Complaint	WP21028812	Phone
10/26/21 22:44	Civil Complaint	2021093405	Civil Complaint	WP21029193	911
10/28/21 08:13	Civil Complaint	2021093741	Citizen Aid	WP21029269	Phone
10/30/21 15:00	Civil Complaint	2021094474	Civil Complaint	WP21029485	Phone

Civil Process Total: 23

10/01/21 12:47	Civil Process	2021085408			Officer
10/04/21 11:10	Civil Process	2021086333			Officer
10/06/21 14:26	Civil Process	2021087023			Officer
10/06/21 14:48	Civil Process	2021087031			Officer
10/07/21 10:26	Civil Process	2021087275			Officer
10/08/21 09:35	Civil Process	2021087599			Officer
10/08/21 14:10	Civil Process	2021087673			Officer
10/08/21 17:53	Civil Process	2021087748			Officer
10/10/21 13:35	Civil Process	2021088277			Officer
10/11/21 15:52	Civil Process	2021088627			Officer
10/12/21 13:44	Civil Process	2021088872			Officer
10/25/21 12:10	Civil Process	2021092891			Officer
10/25/21 14:18	Civil Process	2021092925			
10/26/21 10:18	Civil Process	2021093185			Officer
10/26/21 15:12	Civil Process	2021093270			Officer
10/27/21 14:04	Civil Process	2021093554			Officer
10/27/21 14:09	Civil Process	2021093555			Officer
10/27/21 15:30	Civil Process	2021093578			Officer
10/28/21 11:31	Civil Process	2021093789			Officer
10/28/21 11:36	Civil Process	2021093791			Officer
10/28/21 16:02	Civil Process	2021093867			Officer
10/29/21 08:06	Civil Process	2021094030			Officer
10/29/21 08:10	Civil Process	2021094033			Officer

Court Order Violation Total: 3

10/06/21 19:15	Court Order Violation	2021087125	Court Order Violation	WP21027312	Phone
10/21/21 15:13	Court Order Violation	2021091743	Court Order Violation	WP21028694	911
10/26/21 10:35	Court Order Violation	2021093190	Court Order Violation	WP21029129	Phone

Criminal Damage to Property Total: 3

10/07/21 19:00	Criminal Damage to	2021087445	Criminal Damage to Property	WP21027429	Phone
10/25/21 10:42	Criminal Damage to	2021092869	Criminal Damage to Property	WP21029027	Phone
10/25/21 13:53	Criminal Damage to	2021092917	Criminal Damage to Property	WP21029046	Phone

Disorderly Total: 1

10/16/21 23:50	Disorderly	2021090362	Disorderly	WP21028291	911
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Domestic Disturbance Total: 5

10/03/21 10:48	Domestic Disturbance	2021086016	Domestic Disturbance	WP21026948	Phone
10/04/21 07:55	Domestic Disturbance	2021086269	Domestic Disturbance	WP21027031	Phone
10/18/21 15:35	Domestic Disturbance	2021090835	Domestic Disturbance	WP21028445	911
10/18/21 20:23	Domestic Disturbance	2021090948	Domestic Disturbance	WP21028481	911

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
10/26/21 21:38	Domestic Disturbance	2021093389	Domestic Disturbance	WP21029186	Phone

Drug Court Home Visit Total: 2

10/16/21 13:45	Drug Court Home Visit	2021090175			
10/26/21 20:50	Drug Court Home Visit	2021093372			

Fire - Gas Leak Total: 10

10/12/21 19:15	Fire - Gas Leak	2021088959	Fire - Gas Leak	WP21027906	Phone
10/20/21 18:55	Fire - Gas Leak	2021091525	Fire - Gas Leak	WP21028640	911
10/20/21 20:00	Fire - Gas Leak	2021091543	Fire - Gas Leak	WP21028644	911
10/20/21 20:34	Fire - Gas Leak	2021091552	Fire - Gas Leak	WP21028647	911
10/20/21 21:03	Fire - Gas Leak	2021091563			911
10/20/21 21:54	Fire - Gas Leak	2021091574	Fire - Gas Leak	WP21028652	911
10/20/21 22:33	Fire - Gas Leak	2021091585	Fire - Gas Leak	WP21028653	911
10/21/21 06:38	Fire - Gas Leak	2021091631	Fire - Gas Leak	WP21028665	Phone
10/21/21 16:08	Fire - Gas Leak	2021091763	Fire - Gas Leak	WP21028700	911
10/22/21 00:54	Fire - Gas Leak	2021091883	Fire - Gas Leak	WP21028731	Phone

Fraud - Internet Total: 1

10/26/21 21:12	Fraud - Internet	2021093379	Fraud - Internet	WP21029180	Phone
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Harassment Total: 1

10/11/21 08:21	Harassment	2021088485	Harassment	WP21027751	Phone
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Lift Assist Total: 1

10/27/21 23:41	Lift Assist	2021093697			911
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Lost - Found Property Total: 1

10/14/21 22:03	Lost - Found Property	2021089685	Lost - Found Property	WP21028094	
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Medical - Abdominal Pain Total: 3

10/07/21 22:29	Medical - Abdominal	2021087513			911
10/12/21 20:00	Medical - Abdominal	2021088972			911
10/17/21 11:47	Medical - Abdominal	2021090459			911

Medical - Breathing Problems Total: 4

10/10/21 15:32	Medical - Breathing	2021088310			911
10/13/21 11:19	Medical - Breathing	2021089146			911
10/13/21 12:58	Medical - Breathing	2021089175	Medical - Breathing Problems	WP21027952	911
10/22/21 21:23	Medical - Breathing	2021092157			911

Medical - Fall Under 6 Feet Total: 8

10/02/21 16:12	Medical - Fall Under 6	2021085788			Phone
10/03/21 00:06	Medical - Fall Under 6	2021085939	Medical - Fall Under 6 Feet	WP21026933	911
10/11/21 09:37	Medical - Fall Under 6	2021088513			Phone
10/11/21 16:10	Medical - Fall Under 6	2021088633			Phone
10/16/21 16:39	Medical - Fall Under 6	2021090220			911
10/23/21 01:54	Medical - Fall Under 6	2021092223			911
10/28/21 16:09	Medical - Fall Under 6	2021093870			911
10/30/21 22:04	Medical - Fall Under 6	2021094620	Medical - Fall Under 6 Feet	WP21029537	911

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
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Medical - Psychiatric - Behavioral Total: 2

10/03/21 18:23	Medical - Psychiatric -	2021086141	Medical - Psychiatric -	WP21026990	911
10/19/21 22:44	Medical - Psychiatric -	2021091294	Disorderly	WP21028579	911

Medical - Seizure Total: 1

10/30/21 11:48	Medical - Seizure	2021094411			911
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Medical - Sick Total: 6

10/11/21 07:26	Medical - Sick	2021088470			911
10/13/21 11:56	Medical - Sick	2021089158			911
10/14/21 09:59	Medical - Sick	2021089462			911
10/19/21 18:03	Medical - Sick	2021091203			911
10/26/21 05:01	Medical - Sick	2021093127			911
10/27/21 08:58	Medical - Sick	2021093473			911

Medical - Unconscious - Fainting Total: 1

10/03/21 11:19	Medical - Unconscious -	2021086029	Death Investigation -	WP21026960	911
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Missing Person Total: 1

10/17/21 03:27	Missing Person	2021090395	Missing Person	WP21028303	Phone
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Motorist Aid Total: 2

10/28/21 05:42	Motorist Aid	2021093720			Officer
10/29/21 12:41	Motorist Aid	2021094098			Phone

MVA - No Injuries Total: 5

10/02/21 17:53	MVA - No Injuries	2021085825	MVA - No Injuries	WP21026899	911
10/12/21 21:50	MVA - No Injuries	2021089012	MVA - No Injuries	WP21027915	
10/15/21 17:59	MVA - No Injuries	2021089916	MVA - No Injuries	WP21028170	911
10/17/21 09:47	MVA - No Injuries	2021090427	MVA - No Injuries	WP21028311	911
10/29/21 08:00	MVA - No Injuries	2021094024	Agency Assist	WP21029343	

Neighborhood Dispute Total: 1

10/09/21 16:31	Neighborhood Dispute	2021088031	Neighborhood Dispute	WP21027629	911
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Noise Total: 3

10/16/21 00:59	Noise	2021090060	Noise	WP21028208	
10/30/21 20:19	Noise	2021094584	Noise	WP21029513	
10/31/21 20:31	Noise	2021094899	Noise	WP21029602	

Parking Total: 1

10/05/21 08:59	Parking	2021086604	Parking	WP21027135	
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Phone Call Total: 1

10/31/21 10:28	Phone Call	2021094728			Other
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Probation Check Total: 11

10/04/21 18:38	Probation Check	2021086478			Officer
10/04/21 18:49	Probation Check	2021086483			Officer
10/14/21 15:35	Probation Check	2021089557			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
10/14/21 15:42	Probation Check	2021089561			Officer
10/19/21 14:18	Probation Check	2021091128			Officer
10/19/21 15:00	Probation Check	2021091140			Officer
10/21/21 11:46	Probation Check	2021091683			Officer
10/21/21 11:57	Probation Check	2021091685			Officer
10/21/21 19:10	Probation Check	2021091802			Officer
10/27/21 17:20	Probation Check	2021093606			Officer
10/27/21 17:28	Probation Check	2021093610			Officer

Prowler Total: 1

10/06/21 05:24	Prowler	2021086889	Prowler	WP21027230	Phone
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Residential Medical Alarm Total: 1

10/13/21 11:54	Residential Medical	2021089157			Phone
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Search Warrant Total: 1

10/27/21 09:08	Search Warrant	2021093475	Search Warrant	WSIU21029210	
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SIA Area Watch Total: 9

10/06/21 13:45	SIA Area Watch	2021087010			Officer
10/07/21 22:22	SIA Area Watch	2021087511			
10/13/21 19:36	SIA Area Watch	2021089320			
10/20/21 14:03	SIA Area Watch	2021091451			
10/21/21 18:39	SIA Area Watch	2021091795			
10/24/21 16:17	SIA Area Watch	2021092692			
10/28/21 15:19	SIA Area Watch	2021093853			
10/28/21 18:05	SIA Area Watch	2021093896			
10/30/21 19:41	SIA Area Watch	2021094569			

SIA City Council - City Hall Total: 2

10/05/21 18:04	SIA City Council - City	2021086778			Officer
10/11/21 17:59	SIA City Council - City	2021088683			

SIA Foot Patrol Total: 1

10/01/21 00:27	SIA Foot Patrol	2021085299			
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SIA Other Total: 1

10/09/21 22:54	SIA Other	2021088160			Officer
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SIA Parks Total: 2

10/12/21 13:53	SIA Parks	2021088873			
10/14/21 12:10	SIA Parks	2021089492			

Sign - Signal Repair Total: 1

10/13/21 10:40	Sign - Signal Repair	2021089125			Phone
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Surveillance Total: 2

10/12/21 15:00	Surveillance	2021088889			
10/26/21 18:00	Surveillance	2021093327			

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
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Suspicious - Circumstances Total: 2

10/01/21 01:34	Suspicious -	2021085308	Suspicious - Circumstances	WP21026742	Phone
10/08/21 14:18	Suspicious -	2021087676	Suspicious - Circumstances	WP21027509	Phone

Suspicious - Person - Vehicle Total: 3

10/17/21 18:16	Suspicious - Person -	2021090571	Suspicious - Person - Vehicle	WP21028354	Phone
10/17/21 18:29	Suspicious - Person -	2021090576	Suspicious - Person - Vehicle	WP21028356	911
10/23/21 17:02	Suspicious - Person -	2021092374	Suspicious - Person - Vehicle	WP21028888	Phone

Threats Total: 2

10/08/21 18:02	Threats	2021087753	Threats	WP21027535	911
10/23/21 16:15	Threats	2021092359	Threats	WP21028881	Phone

Threats; Domestic Disturbance Total: 1

10/24/21 01:44	Threats; Domestic	2021092560	Domestic Disturbance	WP21028937	911
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Traffic - Complaint Total: 8

10/08/21 01:50	Traffic - Complaint	2021087545	Traffic - Complaint	WP21027449	Phone
10/08/21 11:06	Traffic - Complaint	2021087625	Traffic - Complaint	WP21027487	911
10/08/21 17:30	Traffic - Complaint	2021087738	Traffic - Complaint	WP21027529	911
10/10/21 19:47	Traffic - Complaint	2021088375	Traffic - Complaint	WP21027721	Phone
10/15/21 14:22	Traffic - Complaint	2021089848	DUI	WP21028148	911
10/26/21 18:25	Traffic - Complaint	2021093331	Traffic - Complaint	WP21029172	911
10/29/21 12:58	Traffic - Complaint	2021094101	Traffic - Complaint	WP21029376	911
10/30/21 22:30	Traffic - Complaint	2021094630	Traffic - Complaint	WP21029523	911

Traffic Stop Total: 88

10/01/21 21:18	Traffic Stop	2021085577			Officer
10/01/21 21:19	Traffic Stop	2021085579			Officer
10/01/21 22:51	Traffic Stop	2021085608	Warrant - Arrest	WP21026829	Officer
10/02/21 21:44	Traffic Stop	2021085906			Officer
10/02/21 22:08	Traffic Stop	2021085911			Officer
10/02/21 23:03	Traffic Stop	2021085927	Warrant - Arrest	WP21026926	Officer
10/04/21 00:02	Traffic Stop	2021086234			Officer
10/04/21 23:54	Traffic Stop	2021086548			Officer
10/05/21 00:51	Traffic Stop	2021086556			Officer
10/05/21 22:32	Traffic Stop	2021086843			Officer
10/06/21 02:32	Traffic Stop	2021086881			Officer
10/07/21 10:50	Traffic Stop	2021087280	Traffic Stop	WP21027370	Officer
10/07/21 20:17	Traffic Stop	2021087467			Officer
10/07/21 20:22	Traffic Stop	2021087468			Officer
10/07/21 21:22	Traffic Stop	2021087493			Officer
10/07/21 23:51	Traffic Stop	2021087528			Officer
10/08/21 00:01	Traffic Stop	2021087532	Traffic Stop	WP21027448	Officer
10/08/21 00:53	Traffic Stop	2021087539	Drugs	WP21027450	Officer
10/08/21 16:02	Traffic Stop	2021087706	Traffic Stop	WP21027519	
10/08/21 16:23	Traffic Stop	2021087718			
10/08/21 23:01	Traffic Stop	2021087845			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
10/09/21 10:55	Traffic Stop	2021087943			
10/09/21 20:59	Traffic Stop	2021088117	Traffic Stop	WP21027647	Officer
10/10/21 00:25	Traffic Stop	2021088177			Officer
10/10/21 19:11	Traffic Stop	2021088364			
10/10/21 21:58	Traffic Stop	2021088409			Officer
10/11/21 11:54	Traffic Stop	2021088554			
10/12/21 14:21	Traffic Stop	2021088882			Officer
10/12/21 21:47	Traffic Stop	2021089009			Officer
10/12/21 23:46	Traffic Stop	2021089042	Drugs	WP21027920	Officer
10/13/21 14:03	Traffic Stop	2021089201			Officer
10/13/21 16:17	Traffic Stop	2021089245			Officer
10/13/21 17:07	Traffic Stop	2021089260			Officer
10/13/21 17:25	Traffic Stop	2021089271	Drugs	WP21027977	Officer
10/13/21 18:44	Traffic Stop	2021089293			Officer
10/14/21 01:16	Traffic Stop	2021089409	Traffic Stop	WP21028009	Officer
10/14/21 12:47	Traffic Stop	2021089504	Traffic Stop	WP21028041	Officer
10/14/21 14:51	Traffic Stop	2021089545			Officer
10/14/21 15:39	Traffic Stop	2021089559			Officer
10/14/21 19:52	Traffic Stop	2021089638			Officer
10/14/21 20:24	Traffic Stop	2021089647			Officer
10/15/21 12:50	Traffic Stop	2021089828			Officer
10/15/21 13:58	Traffic Stop	2021089840			Officer
10/15/21 14:08	Traffic Stop	2021089842			Officer
10/15/21 16:35	Traffic Stop	2021089889			Officer
10/15/21 22:05	Traffic Stop	2021090002			Officer
10/15/21 23:57	Traffic Stop	2021090048			Officer
10/16/21 20:55	Traffic Stop	2021090309			Officer
10/16/21 22:03	Traffic Stop	2021090322			Officer
10/16/21 22:08	Traffic Stop	2021090325	DUI	WP21028285	Officer
10/16/21 23:37	Traffic Stop	2021090357			Officer
10/17/21 00:24	Traffic Stop	2021090373			Officer
10/17/21 20:49	Traffic Stop	2021090622			Officer
10/19/21 12:50	Traffic Stop	2021091104	Traffic Stop	WP21028520	
10/19/21 19:21	Traffic Stop	2021091236			Officer
10/20/21 13:58	Traffic Stop	2021091449			Officer
10/20/21 21:59	Traffic Stop	2021091576			Officer
10/20/21 23:42	Traffic Stop	2021091597	Traffic Stop	WP21028657	Officer
10/21/21 10:52	Traffic Stop	2021091670	Traffic Stop	WP21028675	Officer
10/21/21 13:17	Traffic Stop	2021091706			Officer
10/21/21 20:37	Traffic Stop	2021091841			Officer
10/22/21 16:31	Traffic Stop	2021092054	Warrant - Arrest	WP21028798	Officer
10/22/21 22:00	Traffic Stop	2021092173			Officer
10/23/21 09:32	Traffic Stop	2021092261			Officer
10/23/21 23:15	Traffic Stop	2021092516			Officer
10/24/21 00:54	Traffic Stop	2021092550			Officer
10/24/21 22:51	Traffic Stop	2021092790			Officer
10/24/21 23:20	Traffic Stop	2021092795			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
10/25/21 00:48	Traffic Stop	2021092801			Officer
10/25/21 00:57	Traffic Stop	2021092803			Officer
10/25/21 20:19	Traffic Stop	2021093062			Officer
10/25/21 22:59	Traffic Stop	2021093101			Officer
10/26/21 18:34	Traffic Stop	2021093333			Officer
10/26/21 19:32	Traffic Stop	2021093345			Officer
10/26/21 20:09	Traffic Stop	2021093360			Officer
10/26/21 20:32	Traffic Stop	2021093366			Officer
10/28/21 13:35	Traffic Stop	2021093817			Officer
10/28/21 14:01	Traffic Stop	2021093829			Officer
10/28/21 20:50	Traffic Stop	2021093937			Officer
10/28/21 23:11	Traffic Stop	2021093972			Officer
10/29/21 12:59	Traffic Stop	2021094103	Traffic Stop	WP21029377	Officer
10/29/21 21:12	Traffic Stop	2021094245	Drugs	WP21029422	Officer
10/30/21 00:00	Traffic Stop	2021094290			Officer
10/30/21 21:49	Traffic Stop	2021094617			Officer
10/30/21 22:20	Traffic Stop	2021094627			Officer
10/31/21 22:52	Traffic Stop	2021094922			Officer
10/31/21 23:01	Traffic Stop	2021094925			Officer
10/31/21 23:20	Traffic Stop	2021094931			Officer

Traffic Stop ; Sign - Signal Repair Total: 1

10/28/21 01:09	Traffic Stop ; Sign -	2021093711	DUI	WP21029260	Officer
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Warrant - Attempt Total: 5

10/12/21 10:35	Warrant - Attempt	2021088824			
10/12/21 13:54	Warrant - Attempt	2021088874			
10/14/21 12:13	Warrant - Attempt	2021089494			
10/19/21 15:49	Warrant - Attempt	2021091154			Officer
10/31/21 20:17	Warrant - Attempt	2021094892			Phone

Total Records: 301

Montrose/Waverly Patrol Hour Summary

Hours Purchased Per Contract:	5,856.00
Starting Hours (beginning of month):	1,515.00
M-T-D (detailed below):	494.50
Balance going forward (to next month):	1,020.50
Y-T-D:	4,835.50

Shift Start

Date	Shift Start Time	Shift Stop Date	Shift Stop Time	Schedule	Position	Time Type	Regular Hours
1-Oct-21	10:00	1-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
1-Oct-21	20:00	2-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
2-Oct-21	8:00	2-Oct-21	18:00	Montrose/Wave	4620	Regular	10.00
2-Oct-21	20:00	3-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
3-Oct-21	10:00	3-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
3-Oct-21	11:30	3-Oct-21	13:30	Montrose/Wave	4630	Regular	2.00
3-Oct-21	20:00	4-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
4-Oct-21	10:00	4-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
4-Oct-21	20:00	5-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
5-Oct-21	10:00	5-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
5-Oct-21	20:00	6-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
6-Oct-21	10:00	6-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
6-Oct-21	20:00	7-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
7-Oct-21	10:00	7-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
7-Oct-21	20:00	8-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
8-Oct-21	10:00	8-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
8-Oct-21	20:00	9-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
9-Oct-21	10:00	9-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
9-Oct-21	20:00	10-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
10-Oct-21	10:00	10-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
10-Oct-21	20:00	11-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
11-Oct-21	10:00	11-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
11-Oct-21	20:00	12-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
12-Oct-21	10:00	12-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
12-Oct-21	20:00	13-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
13-Oct-21	10:00	13-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
13-Oct-21	20:00	14-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
14-Oct-21	10:00	14-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
14-Oct-21	20:00	15-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
15-Oct-21	10:00	15-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00
15-Oct-21	20:00	16-Oct-21	2:00	Montrose/Wave	4630	Regular	6.00
16-Oct-21	10:00	16-Oct-21	20:00	Montrose/Wave	4620	Regular	10.00

16-Oct-21	20:00	17-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
17-Oct-21	10:00	17-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
17-Oct-21	20:00	18-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
18-Oct-21	10:00	18-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
18-Oct-21	20:00	19-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
19-Oct-21	10:00	19-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
19-Oct-21	20:00	20-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
20-Oct-21	10:00	20-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
20-Oct-21	20:00	21-Oct-21	1:00 Montrose/Wave	4630 Regular	5.00
21-Oct-21	10:00	21-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
21-Oct-21	20:00	22-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
22-Oct-21	10:00	22-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
22-Oct-21	20:00	23-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
23-Oct-21	10:00	23-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
23-Oct-21	20:00	24-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
24-Oct-21	10:00	24-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
24-Oct-21	20:00	25-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
25-Oct-21	10:00	25-Oct-21	15:00 Montrose/Wave	4620 Regular	5.00
25-Oct-21	16:00	26-Oct-21	2:00 Montrose/Wave	4630 Regular	10.00
26-Oct-21	10:00	26-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
26-Oct-21	20:00	27-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
27-Oct-21	10:00	27-Oct-21	14:30 Montrose/Wave	4620 Regular	4.50
27-Oct-21	16:00	27-Oct-21	20:00 Montrose/Wave	4620 Regular	4.00
27-Oct-21	20:00	28-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
28-Oct-21	10:00	28-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
28-Oct-21	20:00	29-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
29-Oct-21	10:00	29-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
29-Oct-21	20:00	30-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
30-Oct-21	10:00	30-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
30-Oct-21	20:00	31-Oct-21	2:00 Montrose/Wave	4630 Regular	6.00
31-Oct-21	10:00	31-Oct-21	20:00 Montrose/Wave	4620 Regular	10.00
31-Oct-21	20:00	1-Nov-21	2:00 Montrose/Wave	4630 Regular	6.00

TOTAL: 494.50



Monthly Activity Report Montrose Fire Department

Prepared and Presented by
Kevin Triplett – Fire Chief



Period: 10/01/2021 thru 10/31/2021 (OCTOBER)

CALLS

Total Calls: 47

of Calls OCTOBER 2020 = 28

EMS Calls: 28

2020 vs 2021 (2021 = +19)

Other Calls:

10/30 - #21278 – Motor Vehicle Accident – Woodland Twsp
10/27 - #21274 – Lift Assist – Montrose
10/22 - #21270 – Motor Vehicle Accident – Woodland Twsp
10/22 - #21269 – Gas Leak/Odor – Montrose
10/21 - #21268 – Gas Leak/Odor – Montrose
10/21 - #21267 – Gas Leak/Odor – Marysville Twsp
10/21 - #21266 – Gas Leak/Odor – Montrose
10/20 - #21265 – Gas Leak/Odor/Medical – Montrose
10/20 - #21264 – Gas Leak/Odor – Montrose
10/20 - #21263 – Gas Leak/Odor – Montrose
10/20 - #21262 – Gas Leak/Odor – Montrose
10/20 - #21261 – Gas Leak/Odor – Montrose
10/20 - #21260 – Gas Leak/Odor – Montrose
10/18 - #21258 – Fire Alarm/Burnt Food – Montrose
10/17 - #21256 – Motor Vehicle Accident – Montrose
10/13 - #21251 – Medical Alarm
10/12 - #21248 – Odor Investigation – Montrose
10/08 - #21243 – Odor Investigation – Marysville Twsp
10/02 - #21234 – Structure Fire – Mutual Aid (Tender/Water) – Independence

Requested by Delano Fire Dept.

Total calls to Date 2021 – 280

2020 vs 2021 (2021 = +56)

Total calls this time in 2020 – 224

Call Districts

Montrose City: 38 Franklin Township: 1 Marysville Township: 5
Woodland Township: 2 Other: 1 (Independence/Hennepin County)

TRAINING:

10/05/2021 – Staff Meeting
10/12/2021 – EMS Training – Ridgeview Ambulance on site
10/19/2021 – Annual Agility Testing

Other Activities, Special Mention, Etc.

10/06/2021 – Fire Prevention class/discussion w/ ECCE/Kids Grow
10/08/2021 – Fire Prevention for MESI (4th & 1st Grade to station – trucks to MES over lunch
10/21 thru 10/24 – MN Fire Chiefs Conference (Triplett, T. Marketon, Stoll & Phillips)

SPECIAL INFO

- RECORD – Number of calls in a month (47) (Previous was 38)
- RECORD – Number of calls in a 24 hour period (9 10/20 (18:57) thru 10/21(16:11)
- The high number of gas calls was the result of too much odorant being added into the gas line(s) by the gas company exposing many small/undetectable leaks

Acknowledgments

- All firefighters for their continued hard work and dedication, specifically throughout a VERY busy month
- MESI Staff & Students for participating in 2021 Fire Prevention

AGREEMENT

between

CITY OF MONTROSE

and

AFSCME COUNCIL 65

LOCAL 2685 - 2

January 1, 2022 — December 31, 2024

ARTICLE 1 PURPOSE AND INTENT OF AGREEMENT

- 1.1 Purpose: This Agreement is entered into between the City of Montrose, Minnesota ("Employer") and the American Federation of State, County and Municipal Employees, Minnesota Council No. 65 ("Union"), as the exclusive representative for the employees covered by this Agreement.
- 1.2 Intent: It is the intent of this Agreement to:
 - a. Establish certain hours, wages and other conditions of employment;
 - b. Establish procedures for the resolution of disputes concerning this Agreement's interpretation and/or application;
 - c. Place in written form the parties' agreement upon terms and conditions of employment for the duration of this Agreement.

ARTICLE 2 RECOGNITION

- 2.1 Recognition: The Employer recognizes the Union as the exclusive representative under Minn. Stat. 179A.12, subd. 10 of a bargaining unit certified by the Bureau of Mediation Services, BMS Case No. 11-PCE-1227, and described as:

All supervisory employees employed by the City of Montrose, Minnesota, who are public employees within the meaning of Minn. Stat. 179A.03, subd. 14, excluding confidential and all other employees.
- 2.2 Unit Clarification: In the event the Employer and the Union are unable to agree as to the inclusion or exclusion of a new job class, the issue shall be submitted to the Minnesota Bureau of Mediation Services for determination.
- 2.3 Exclusive Representative: The Employer shall not enter into any agreements covering terms and conditions of employment with the employees of the bargaining unit under the jurisdiction of this Agreement, either individually or collectively, which in any way conflicts with the terms and conditions of this Agreement, except through the certified exclusive representative.

ARTICLE 3. DEFINITIONS

- 3.1 Employee: A member of the bargaining unit represented by the Union.
- 3.2 Employer: The City of Montrose, Minnesota.

- 3.3 Full-Time Employee: An employee in a bargaining unit position who is regularly scheduled to work 80 hours per two-week work period and 12 months per year.
- 3.4 Part-time Employee: Any employee hired to fill a position in the bargaining unit, based on and is scheduled to work a minimum of twenty-nine (29) hours per week but less than forty (40) hours per week and 12 months per year. Part-time employees are eligible to receive prorated benefits.
- 3.5 Regular Employee: An employee who has successfully completed the required probationary period of employment in the bargaining unit.
- 3.6 Temporary and Seasonal Employee: An individual who is not in a bargaining unit position because the employment is limited by duration or a specific project or task not to exceed six (6) months. The six (6) month time period may be extended by mutual agreement of the Employer and the Union. The Employer will set the wages for these employees. These employees are not entitled to any benefits as outlined in this Agreement.
- 3.7 Union: The American Federation of State, County and Municipal Employees, Minnesota Council No. 65.
- 3.8 Union Member: A member of the American Federation of State, County and Municipal Employees, Minnesota Council No. 65.
- 3.9 Compensatory Time: Employees covered by this Agreement shall be compensated for overtime on the basis of one and one-half (1.5) hour of compensatory time for each hour of overtime worked. However, no guarantee exists for the employee to utilize part or all of the compensatory time accrued. In no instance shall the employee receive a cash payment for compensatory time earned either during their employment or as a form of severance compensation upon termination of employment. At any given time, compensatory time shall not exceed 36 hours for any employee. Compensatory time used shall be considered time worked for purposes of benefits covered under this Agreement.

ARTICLE 4. UNION SECURITY

- 4.1 Dues Deduction: The Employer shall deduct from the wages of employees who authorize such a deduction in writing an amount necessary to cover monthly Union Dues. Deductions shall be based upon the amounts certified as correct from time to time by AFSCME Local 2685 and shall be made, continued, and terminated in accordance with the terms of said authorization card. The Employer agrees to deduct a representational fee for services rendered by the Union to employees of the bargaining unit who are not members of the exclusive representative upon written authorization of the Employee. The Union agrees to indemnify and hold the Employer harmless against any claim, suit, order or judgment brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this Article.

- 4.2 Indemnification: The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments, brought or issued against the Employer, including attorney fees and costs, as a result of any action taken or not taken by the Employer under the provisions of this Article.
- 4.3 Steward: The Union may designate employees from the bargaining unit to act as Stewards and shall inform the Employer in writing of such choice. There shall be one Steward per grievance or other issue that arises under this Agreement.
- 4.4 Rights and Obligations of Stewards: The Employer agrees that on the Employer's premises and without loss of pay, the Union stewards and officers shall be allowed to consult with the Employer, its representative, Union officers or the Union representative concerning the enforcement of any provision of this Agreement, so long as such action does not occur during working time, whenever possible.

ARTICLE 5 EMPLOYER AUTHORITY

- 5.1 Inherent Managerial Rights: The exclusive representative recognizes that the Employer is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the Employer, its overall budget, utilization of technology, the organizational structure, selection of personnel, direction and number of personnel, and the right to select persons to serve as supervisory employees.
- 5.2 Employer Authority: The Employer retains all rights to operate and manage all facilities and equipment; all rights to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish, modify, eliminate or otherwise change organizational structure; to set the number of positions; and to perform other managerial functions, duties and responsibilities. Except as herein clearly and explicitly limited in the express terms of this Agreement, the right of the Employer in all respects to manage its business, operations and affairs shall be unimpaired. The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent rights and management functions not expressly reserved herein, and all management rights and management functions not expressly delegated in this Agreement are reserved to the Employer.
- 5.3 Any term and condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish, or eliminate.

ARTICLE 6. SENIORITY, LAYOFF AND RECALL

- 6.1 Definition of Seniority: Seniority shall be the length of continuous service from the employee's most recent date of hire.

- 6.2 Accrual of Seniority: Upon completion of the probationary period, employees shall become regular employees within the meaning of this Agreement, and shall have seniority dating from their most recent date of continuous employment.
- 6.3 Impact on Seniority: An employee will retain seniority, but will not accrue additional seniority while on layoff status or in other unpaid status of more than 30 days.
- 6.4 Definition of Layoff: A layoff is the elimination of a position due to lack of work, a financial reason, or other reason not attributable to the employee.
- 6.5 Layoff: If the Employer determines it is necessary to lay off employees, temporary and seasonal employees who are performing bargaining unit work shall be laid off first, then bargaining unit employees will be laid off in inverse order of seniority within each affected classification, with the least senior employee in the affected classification laid off first, provided the remaining employee(s) in the affected classification are qualified to perform the work.
- 6.6 Notice of Layoff: If reasonably possible, the Employer will give a minimum of two (2) weeks written notice to the affected employee(s) prior to the effective date of the layoff.
- 6.7 Recall: Employees on layoff status shall retain rights to recall to the position from which they were laid off for a period of up to one (1) year from the effective date of the employee's layoff. Notice of recall shall be by certified letter sent to the employee's last address on file with the Employer. It shall be the responsibility of each employee on layoff to notify the Employer of any address change. An employee's refusal or failure to accept recall shall terminate all of the employee's rights to recall and the employee shall be considered to have resigned from employment.
- 6.8 Loss of Seniority: An employee shall lose seniority for the following reasons:
 - a. The employee resigns; or
 - b. The employee is discharged and the discharge is not reversed through the grievance procedure.

ARTICLE 7. PROBATIONARY PERIOD

- 7.1 Duration for New Employees: All newly hired and rehired employees shall serve a 12-month probationary period. The probationary period may be extended for up to three (3) months at the Employer's discretion to enable further observation of the employee's ability to perform the duties of the position. The employee and the Union shall be notified of the reasons for the extension of the probationary period.
- 7.2 Termination: The Employer may terminate a newly hired or rehired probationary employee with or without cause and with or without advance notice. The employee shall not have a right to appeal the termination under the grievance procedure of this

Agreement.

- 7.3 Duration for Promoted or Transferred Employees: All employees promoted to a position within this bargaining unit or transferred to a different bargaining unit position shall serve a 12-month probationary period. The probationary period may be extended for up to three (3) months at the Employer's discretion to enable further observation of the employee's ability to perform the duties of the position. The employee and the Union shall be notified of the reasons for the extension of the probationary period. A promoted or transferred employee who does not successfully complete the probationary period may return to the position the employee held immediately prior to the promotion or transfer, either at the direction of the Employer or the request of the employee, and to the employee's salary immediately prior to the promotion or transfer.
- 7.4 Leave of Absence During Probation: The probationary period in Articles 7.1 and 7.3 may be extended by the amount of time an employee is on an approved leave of absence of more than four weeks.

ARTICLE 8. VACANCIES, TRANSFERS AND PROMOTIONS

- 8.1 The Employer will provide not less than five (5) business days' notice to employees of vacancies that the Employer decides to fill.
- 8.2 The Employer retains final authority for selection of individuals to fill a vacancy within the bargaining unit and selection of employees for transfers and promotions.

ARTICLE 9. DISCIPLINE AND DISCHARGE

- 9.1 Just Cause: The Employer shall discipline regular employees only for just cause.
- 9.2 Types of Discipline: Discipline will be in one or more of the following forms, but not necessarily in the following order:
- a. Verbal reprimand
 - b. Written reprimand
 - c. Suspension
 - d. Demotion
 - e. Discharge

The Employer reserves the right to select the form of discipline that it deems appropriate under the circumstances.

- 9.3 Documentation: Notices of written reprimand, suspension, demotion, and discharges will be in written form and will state the reason(s) for the disciplinary action taken. Written reprimands, notices of suspension, notices of demotions, and notices of discharge which are to become part of the employee's personnel file shall be read and

acknowledged by signature of the employee. The employee shall receive a copy of such reprimands and/or notices and may provide a copy to the Union.

- 9.4 Grievances: Verbal reprimands will be identified as such and shall not be subject to the grievance procedure.
- 9.5 Union Representation: An employee who is questioned by the Employer about a matter the employee reasonably believes may lead to his/her discipline shall have the right to request Union representation.
- 9.6 Access to Personnel File: Upon written request by an employee, the Employer shall provide the employee an opportunity to review the employee's personnel file under the direct supervision of the Employer in accordance with Minn. Stat. § 181.961.

ARTICLE 10. HOURS OF WORK

- 10.1 The normal work period for full-time employees shall consist of eighty (80) hours per two week pay period. However, it is expected that employees will provide the service necessary to carry out the responsibilities of their position.
- 10.2 It is recognized that hours of work may vary and the exempt employees covered by this Agreement may work varied hours and/or work on nights or weekends. It is expected that any adjustment to work hours, including the use of Compensatory Time, shall be without a reduction in the efficiency of work performance and services to the public.
- 10.3 It is recognized that employees are exempt from the overtime provisions of the Fair Labor Standards Act.
- 10.4 Exempt employees will be permitted flexibility within their work day/schedule. Time away from work is allowed provided that daily/weekly work is completed on a timely basis. Employees accruing Compensatory Time shall use such time as needed, may use Compensatory Time on the same basis as paid vacation and sick leave, and shall track Compensatory Time for convenient review by the Employer.

ARTICLE 11. HOLIDAYS

- 11.1 Holiday Pay: Full-time employees shall be entitled to compensated time off for designated holidays, provided the employee is on compensated payroll status the last assigned workday preceding the holiday and the first assigned work day following the holiday.

- 11.2 Designated Holidays: Each employee shall receive their normal work day pay of straight time for all of the holidays listed below.

New Year's Day	January 1
Martin Luther King, Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Friday following Thanksgiving	Friday after Thanksgiving
Christmas Eve Day	December 24
Christmas Day	December 25
Floating Holiday	Date open

- 11.3 Weekend Holiday: When a holiday falls on Sunday, the following Monday is a paid holiday, and if any such holiday falls on a Saturday, the preceding Friday is a paid holiday. When a designated holiday falls on a day the employee has been excused with pay, the employee shall have the last day in the preceding or the first day of the following week as a replacement day for said holiday.
- 11.4 Part-time Employees: Part-time employees as defined in Article 3.4 are entitled to pro-rated holiday pay on the day of the week designated as the holiday, provided the designated holiday falls on a regularly scheduled day for the employee.

ARTICLE 12. GRIEVANCE PROCEDURE

- 12.1 Definition: A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement, relating to an employee who has successfully completed the probationary period.
- 12.2 Union Representative: The Employer will recognize representatives designated by the Union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. There shall be only one grievance representative for each grievance, and the Union shall notify the Employer in writing of the name of said representative. An employee at the first step may proceed without Union representation if the employee desires, and shall notify the Employer and the Union in writing of said decision.
- 12.3 Processing Grievances: It is recognized by the Union and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall, therefore, be accomplished during normal working hours without loss of pay when reasonable time away from duties and responsibilities are not detrimental to the work programs of the Employer.

- 12.4 Procedure: Grievances as defined in Article 12.1 shall be processed in conformance with the following procedure:

Step 1. A grievance claiming a violation concerning the interpretation or application of this Agreement shall be placed in writing, setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, the remedy requested, and shall be submitted in writing to the City Attorney and the Mayor within ten (10) business days after such alleged violation has occurred. The written grievance shall be presented by the Union to the City Council or designee at the next regularly scheduled meeting of the City Council. The City Council or designee shall give the employee and the Union the Employer's Step 1 answer in writing within thirty (30) business days after the grievance presentation of such Step 1 grievance.

Step 2. A grievance unresolved at Step 1 shall be appealed to the Minnesota Bureau of Mediation Services for mediation by the Union within ten (10) business days after the Employer's final answer in Step 1.

Step 3. If the grievance is not resolved in Step 2, the Union may appeal the grievance to arbitration pursuant to the Public Employment Labor Relations Act. The Union shall give written notice to the Employer of the appeal to arbitration within twenty-one (21) calendar days of the mediation meeting. The appeal to arbitration shall set forth the nature of the grievance, the facts upon which it is based, the provision or provisions of the Agreement allegedly violated, and the remedy requested.

- 12.5 Selection of Arbitrator: The arbitrator shall be selected from a list received by the Employer and Union from the Minnesota Bureau of Mediation Services. The selection of the arbitrator shall be made in accordance with applicable Minnesota Rules established by the Minnesota Bureau of Mediation Services.
- 12.6 Arbitrator's Authority: The arbitrator shall have no authority to amend, modify, nullify, ignore, add to or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Union, and shall have no authority to make a decision on any other issue not so submitted. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules or regulations having the force or effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension. The decision shall be binding on both the Employer and the Union pursuant to the Minnesota Uniform Arbitration Act, and shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.

- 12.7 **Arbitrator's Fees and Expenses:** The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Union. Each party shall be responsible for compensating its own representatives and witnesses. If a party desires a verbatim record of the proceedings, it shall notify the other side and it shall be responsible for paying the cost for the verbatim record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.
- 12.8 **Waiver.** If a grievance is not presented within the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied and appeal the grievance to the next step. The time limits in each step may be extended by mutual written agreement of the Employer and the Union in each step.
- 12.9 **Choice of Remedy.** If a grievance remains unresolved after Step 2, the grievance may be appealed to either Step 3 of the grievance procedure, or to a hearing under the Veterans Preference Act, Minnesota Statute Section 197.46 if the employee meets the definition of "veteran" under Minnesota Statutes Section 197.447. If appealed to a hearing under the Veterans Preference Act, the grievance is not subject to arbitration pursuant to Step 3 of the grievance procedure under this Agreement. The employee shall indicate in writing which procedure the employee chooses.

ARTICLE 13. VACATION LEAVE WITH PAY

- 13.1 **Eligibility TA.** All regular employees are entitled to paid vacation leave. Each January 1 shall be used as the anniversary date for determining the vacation leave accumulation level.
- 13.2 **Length of Vacation Eligibility.** Employees will not earn or be allowed to take paid vacation until they have completed the first three (3) months of employment.

Once the employee has reached their one-year anniversary date, they will receive vacation from the date of their one year anniversary to the next annual review date. The vacation earned will be pro-rata based on 40 hours earned per year until the next January 1, when they will receive the full next year's earned amount.

Beginning effective January 1, 2017, the employees will receive the following vacation hours added to their accumulated amount on January 1 of each year during the term of this Agreement:

COMMENCEMENT OF:

0-3 Months	0 hours
3 Months - 5 Years	80 hours (10 days)
6-11 Years	120 hours (15 days)
12-15 Years	160 hours (20 days)

15+ Years

200 hours (25 days)

- 13.3 Accrual/Carryover. An employee may not carry over more than 120 hours of vacation beyond the employee's annual review date.
- 13.4 When taken, leaves of more than one week or more shall be scheduled with no less than two (2) weeks' notice. Leaves of three (3) weeks or more require City Council approval.
- 13.5 Cessation of Employment. Upon leaving employment with a two (2) week notice, all unused vacation time that has been accrued up to the date of cessation shall be paid at the employee's current rate of pay.

ARTICLE 14. SICK LEAVE

- 14.1 Purpose. Regular Sick leave may be granted to employees not on personal leave when the employee is unable to perform work duties due to illness or disability, which prevented the employee's attendance and performance of duties on that day or days.
- 14.2 Pro-rated and Accrual. All employees shall earn regular sick leave at the rate of eight (8) hours leave per month; part time employees shall earn regular sick leave based upon their full time equivalent. The current employees covered by this bargaining agreement will retain the accrual rates they currently have until they reach the appropriate completion of years of service to move up to the next credited amount of vacation earned.
- 14.3 Accumulation. Unused regular sick leave days may accumulate to a maximum credit of 480 hours of regular sick leave per employee. After an employee has accumulated 480 hours of regular sick leave, the employee will stop earning sick leave until the total hours have decreased below the 480 maximum.
- 14.4 Cessation of Employment. Upon cessation of employment with a two (2) week notice to the Employer, one-third of an employee's accumulated sick time will be rolled over into their HSA, unless the employee requests that the amount be paid out to them directly.
- 14.5 Utilization. Medical appointments shall be considered as eligible for utilization of accumulated sick leave, to care for a sick child, or other uses as authorized by law.
- 14.6 Approval. To be eligible for sick leave with pay, employees shall contact the appropriate person as soon as possible stating the reason for absence. Absence of more than three (3) days may require documentation from a medical professional.
- 14.7 Deduction. Any sick leave allowed shall be deducted from the accrued sick leave hours earned by the employee.
- 14.8 Accrual During Leave. For the purpose of accumulation of additional vacation or sick leave, an employee using earned vacation or sick leave is considered to be working.
- 14.9 Bereavement Leave. Up to three (3) days of bereavement leave paid by the Employer and not deducted from any of the employee's leaves may be taken in the case of a death in any employee's immediate family. Immediate family includes: spouse, domestic partner, children, grandchildren, parents, grandparents, siblings, (including any step- or in-law in the preceding list), domestic partner and the children, grandchildren, parents, grandparents, of the domestic partner as well as minor

children for whom the employee or the employee's domestic partner provide day to day care and financial support.

Paid bereavement leave shall be considered bereavement leave paid by the Employer and will not be taken from the employee's vacation or sick time accrual. Up to five (5) days' additional time may be taken as unpaid bereavement leave with approval of the Employer's Personnel Committee. Accrued vacation, sick, or Compensatory Time may be utilized for these additional days.

Employees may be allowed one-half day off and may utilize sick leave, vacation, or Compensatory Time to attend the funeral of a friend or acquaintance other than a member of the employee's immediate family.

- 14.10 **Workers' Compensation.** The Employer will compensate employees an amount equal to their regular salary less any Workers' Compensation payments to any employee who is injured while on duty, through no fault of the employee, for up to thirty (30) working days. In order to be eligible, an employee must provide the City Clerk/Treasurer with a doctor's certificate completed by a doctor who has actually examined the employee to the Employer stating the cause of injury or illness, the diagnosis, the prognosis, and the period of time that the employee is not able to return to work. For payments under this section up to one week, the employee may provide a certificate from his/her own physician; for payments after one week (and up to the thirty day maximum), the employee must provide a certificate from the physician designated by the Employer. The time used under this provision shall not be charged against the employee's regularly accrued paid-leave benefits.

ARTICLE 15. INSURANCE BENEFITS

- 15.1 For the duration of this Agreement, the Employer will contribute 100% of the premium for dental, medical and life insurance benefits for regular full-time employees and part-time employees as defined in Article 3.4 of this Agreement.

ARTICLE 16. OTHER LEAVES OF ABSENCE

- 16.1 **Leave Without Pay:** The City Council may grant employees a leave of absence without pay for a period not to exceed thirty (30) days. Such leave may be extended to a maximum period of one (1) year upon further City Council consideration for extraordinary circumstances. No benefits shall accrue or be granted during a leave of absence without pay.
- 16.2 **Jury or Witness Duty:** Employees subpoenaed as witnesses in connection with employment or called for jury duty shall receive their regular compensation and other benefits less the amount of jury or witness fees. Employees shall notify their supervisor when served with a subpoena or notice of jury duty. The employee shall remit any fees received to the Employer following receipt. Employees shall return to their regular duties if released from court duty during their scheduled hours of work.
- 16.3 **Military Leave.** Employees shall be granted a leave of absence for service in the armed forces of the State or the United States in accordance with state and federal statutes.

ARTICLE 17. ABSENCE WITHOUT LEAVE

- 17.1 Any absence of an employee from duty that is not promptly reported to and authorized by the Employer shall be deemed an absence without leave. Any employee absent without leave will be subject to disciplinary action, and any employee absent without leave for three (3) consecutive days shall be deemed to have resigned from employment, provided that the Employer may grant approval for the leave subsequent to the unauthorized absence if the Employer determines the circumstances surrounding the absence warrant such action.

ARTICLE 18. COMPENSATION

- 18.1 **2022.** Effective January 1, 2022, all Employees covered under this agreement shall receive up to a two percent (2.5%) wage increase based on the Bureau of Labor Statistics Consumer Price Index for All Urban Consumers (CPI-U) "Unadjusted percent change" amount, calculated from January 2021 - December 2021, available at www.bis.gov. The Employer shall pay back pay to the effective date listed in this paragraph. All Employees who have not reached their max wage amount shall receive an additional two percent (2%) wage increase with a successful annual performance review. Employees will not receive the performance increase once they have reached their maximum wage.
- 18.2 **2023.** Effective January 1, 2023, all Employees covered under this agreement shall receive up to a two percent (2.5%) wage increase based on the Bureau of Labor Statistics Consumer Price Index for All Urban Consumers (CPI-U) "Unadjusted percent change" amount, calculated from January 2022 - December 2022, available at www.bis.gov. All Employees who have not reached their max wage amount shall receive an additional two percent (2%) wage increase with a successful annual performance review. Employees will not receive the performance increase once they have reached their maximum wage.
- 18.3 **2024.** Effective January 1, 2024 all Employees covered under this agreement shall receive up to a two percent (2.5%) wage increase based on the Bureau of Labor Statistics Consumer Price Index for All Urban Consumers (CPI-U) "Unadjusted percent change" amount, calculated from January 2023 - December 2023, available at www.bis.gov. All Employees who have not reached their max wage amount shall receive an additional two percent (2%) wage increase with a successful annual performance review. Employees will not receive the performance increase once they have reached their maximum wage.
- 18.4 **Salary Ranges.** The following salary ranges, which shall be increased by 2.5% each year, are applicable for the job classifications in the bargaining unit:

City Clerk-Treasurer	\$59,710.00	\$81,740.00
Public Works Director	\$66,562.74	\$81,708.90

- 18.5 Salary Range Adjustment. If an employee is being paid at the maximum of the then-applicable Salary Range beginning January 1, 2022, the employee is only eligible for a COLA increase.
- 18.6 In the event one of the positions becomes vacant during the term of this Agreement, the salary range and salary will be determined based upon the job evaluation system, market factors and other relevant considerations.

ARTICLE 19. NO STRIKE/NO LOCKOUT

- 19.1 No Strike: Employees covered by this Agreement shall not engage in a strike, slowdown or withholding of services during their duty as employees. Employees shall not encourage, sanction, support or suggest any strikes, slow downs, mass absenteeism, or sympathy strike. Further, employees shall not be absent from work without permission of the Employer, or abstain in whole or in part from the full, faithful and proper performance of duties of employment for the purpose of inducing, influencing, or coercing a change in the conditions or compensation or the rights, privileges or obligations of employment.
- 19.2 Penalty: Any employee who engages in the conduct prohibited in Article 19.1 is subject to disciplinary action up to and including discharge.
- 19.3 No Lockout: No lockout shall be instituted by the Employer during the life of this Agreement provided that no employee or the Union has violated Section 19.1.

ARTICLE 20. COMPLETE AGREEMENT AND WAIVER OF BARGAINING

- 20.1 This Agreement represents the complete and total agreement between the Union and the Employer. Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this Agreement, are hereby superseded.
- 20.2 The parties mutually acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make requests and proposals with respect to any subject not removed by law from collective bargaining, and that the complete understandings and agreements arrived at by the parties after the exercises of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Union, for the life of this Agreement each voluntarily and unqualifiedly waives the right to, and each agrees that the other shall not be obligated to, bargain collectively with respect to any subject matter not specifically referred to or covered in this Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement, unless they mutually agree to do so.

ARTICLE 21. SAVINGS CLAUSE

21.1 In the event any provision of this Agreement is held to be unlawful and unenforceable by any court or state or federal administrative agency of competent jurisdiction, such provision(s) shall be voided, and the voided provision(s) shall be renegotiated at the request of either party. All other provisions shall continue in full force and effect.

ARTICLE 22. DURATION

22.1 This Agreement shall be in full force and effect for three (3) years from date of execution through December 31, 2024. During the period after contract expiration and until a successor agreement is executed, the terms of the existing contract shall continue in effect and be enforceable upon both parties.

CITY COUNCIL, CITY OF MONTROSE,
MINNESOTA

AMERICAN FEDERATION OF STATE,
COUNTY AND MUNICIPAL EMPLOYEES,
COUNCIL NO. 65



**BOLTON
& MENK**

Real People. Real Solutions.

 2040 Highway 12 East
 Willmar, MN 56201-5818

 Ph: (320) 231-3956
 Fax: (320) 231-9710
 Bolton-Menk.com

MEMORANDUM

Date: September 7, 2021
To: Honorable Mayor Moynagh
 City Council Members
 City of Montrose, Minnesota
From:  Jared Voge, P.E.
 City Engineer
Subject: Regional Park – Retaining Wall Seeding
 City of Montrose, Minnesota
 Project No.: W13.120546

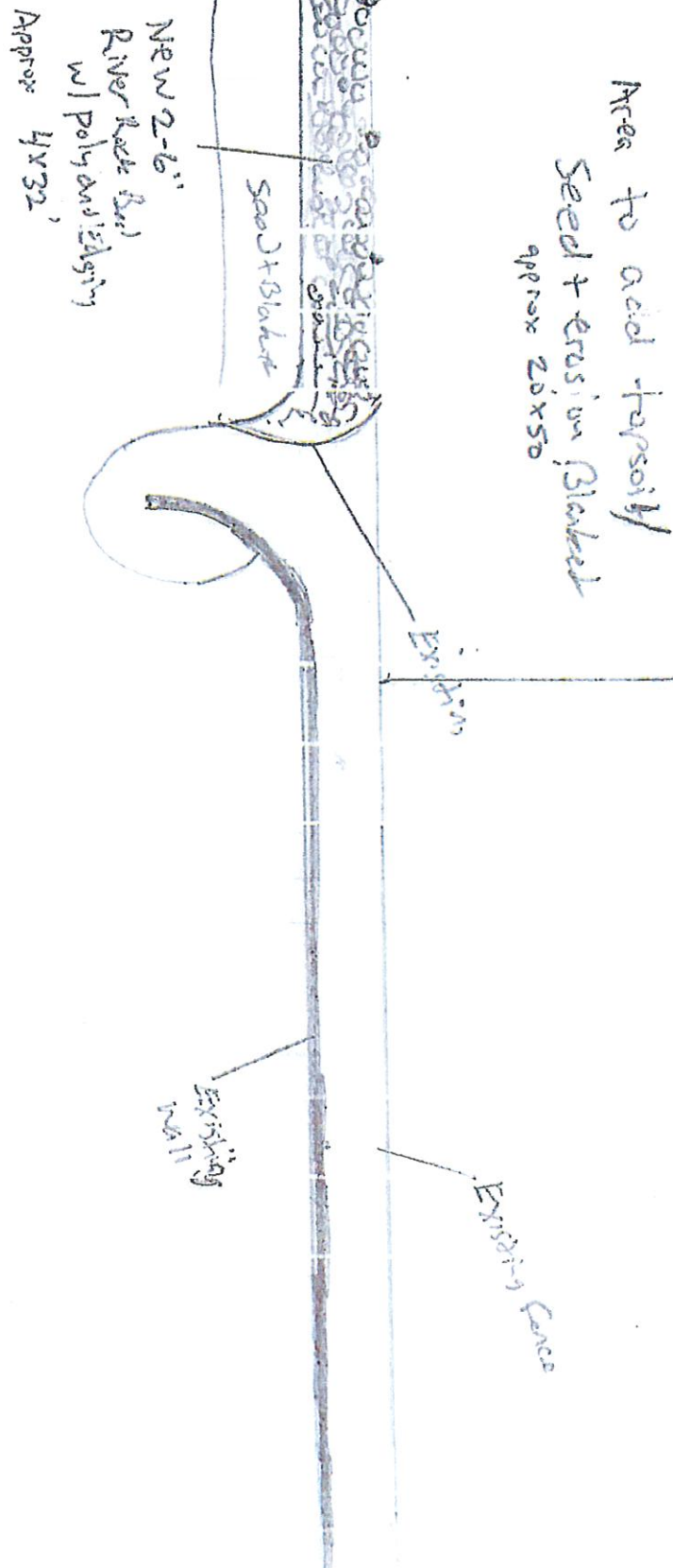
Earlier this summer, Stone's Edge Landscaping constructed a retaining wall at the Regional Park. Following the wall construction, council members, staff, and the property owner adjacent to the wall reviewed the wall construction and grading near the wall. At the August 9, 2021 council meeting, council directed staff to obtain additional information and costs associated with extending the retaining wall and grading/seeding along the existing wooden fence.

Stone's Edge Landscaping was contacted to provide estimates for extending the retaining wall and completing additional grading and seeding along the fence. Based on the contractor's review of the existing wall, they do not recommend extending the wall. Instead of extending the wall, the contractor has suggested that additional rock and edging be installed north of the wall and topsoil and seeding be completed west of the proposed rock. In addition, they have provided an estimate to complete grading, topsoil, blanket, and seed on the east side of the existing fence where erosion on the adjacent property is evident. Please find attached an estimate for the work along with a diagram illustrating the contractor proposed location of the improvements.

The quote identifies a cost of \$1,500 for the additional rock, edging, grading, topsoil, seed, and blanket near the wall on the city property. The cost associated with additional topsoil, grading, seeding and blanket on the property east of the fence is \$1,350.

If you have any questions, please feel free to contact me.

JV/kp





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MEMORANDUM

Date: November 1, 2021
To: Honorable Mayor Moynagh
 City Council Members
 City of Montrose, Minnesota
From:  Jared Voge, P.E.
 City Engineer
Subject: Regional Park – Park Shelter Grant
 City of Montrose, Minnesota
 Project No.: W13.120546

The City submitted an Outdoor Recreational Grant Application to the Mn DNR on March 31, 2021. The application identified the construction of a Park Shelter with restroom facilities at the Regional Park. City staff has been notified that the grant application was successful and the project has been approved for \$250,000 through the Outdoor Recreation Program.

The grant expiration date is June 30, 2023. Prior to the expiration of the grant, the project must be complete. To meet the grant timeline, plans and specifications must be prepared so that construction can begin during 2022 and be complete prior to the end of June 2023. To meet the grant timeline, we recommend that the City Council pass a motion authorizing the preparation of plans and specifications for the park shelter project.

If you have any questions, please call.

JAV/kp

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& MENK**

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2040 Highway 12 East
Willmar, MN 56201-5818Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

November 2, 2021

Jessica Bonniwell, City Administrator
City of Montrose
311 Buffalo Avenue South
Montrose, MN 55363RE: Well House No. 3
Montrose, Minnesota
BMI Project No: W13.110874

Dear Jessica,

Enclosed please find three signed copies of Final Pay Application No. 10 for the above referenced project.
All work has been completed for the project.

The following closeout documents are also enclosed:

- Consent Surety
- Lien Waivers
- IC-134s

I have reviewed the Pay Application and recommend final payment be made in the amount shown. If you agree, please sign and return one copy to the Contractor with payment and one copy to me for our files.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.**Justin L. Kannas, P.E.**
Assistant City EngineerJLK/kp
Enclosures

REQUEST FOR PAYMENT

PROJECT: Montrose Well House #3
 Montrose, MN
 RLCG Project No. 19-26

Date: 10/4/21

Request For Payment No.:10 - FINAL

Work Period:08/20/21-09/20/21

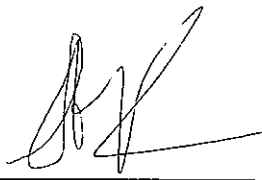
Owner: City of Montrose

Contractor: Rice Lake Construction Group, P.O. Box 517, Deerwood, MN 56444

SUMMARY:

ORIGINAL CONTRACT AMOUNT	<u>912,920.00</u>	
CONTRACT MODIFICATIONS	<u>\$ (19,706.94)</u>	LESS REMAINING ALLOWANCE
REVISED CONTRACT AMOUNT		<u>893,213.06</u>
VALUE COMPLETED TO DATE		<u>893,212.73</u>
5% RETAINAGE - Reduce to 0.000		<u>0.00</u>
PREVIOUS PAYMENTS		<u>872,610.73</u>
AMOUNT DUE THIS REQUEST FOR PAYMENT		<u>20,602.00</u>

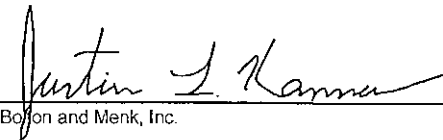
Submitted: Rice Lake Construction Group



10/4/21

Steve Perpich , Project Manager

Recommended: Bolton & Menk, Inc.



Bolton and Menk, Inc.

11/2/21

Date

Approved: City of Montrose

City of Montrose

Date

REQUEST FOR PAYMENT

RICE LAKE CONSTRUCTION GRO
P.O. BOX 517
DEERWOOD, MN 56444

Date: 10/4/21

City of Montrose - Well House No. 3
Montrose, MN

Request For Payment No.:10 - FINAL

Work Period: 05/1/21-09/20/21

ITEM #	DESCRIPTION OF WORK	QUANTITY	UNIT	UNIT PRICE	SCHEDULED VALUE	QUANTITY THIS PERIOD	UNIT PRICE	PREVIOUS APPLICATIONS	THIS PERIOD	COMPLETED TO DATE
Div. 1	Mobilization, Insurance, Job Set-up	1	LS	\$ 45,500.00	60,000	0	\$ 60,000.00	60,000	-	60,000
Div. 1	Allowance	1	LS	\$ 19,706.94	19,707	0	\$ 19,706.94	-	-	-
Div. 1	Building Permit	1	LS	\$ 5,585.69	5,586	0	\$ 5,585.69	5,586	-	5,586
Div. 1	Change Order 1 - Encasement	1	LS	\$ 2,360.00	2,360	0	\$ 2,360.00	2,360	-	2,360
Div. 1	Change Order 2 - Insulation	1	LS	\$ 531.00	531	0	\$ 531.00	531	-	531
Div. 1	Change Order 3 - Electrical Changes	1	LS	\$ 7,318.00	7,318	0	\$ 7,318.00	7,318	-	7,318
Div. 1	Change Order 4 - E-Stop	1	LS	\$ 17,302.00	17,302	0	\$ 17,302.00	17,302	-	17,302
Div. 1	Change Order 5 - EPO, Sprinkler SCADA, Tower Circ	1	LS	\$ 2,728.00	2,728	0	\$ 2,728.00	2,728	-	2,728
Div. 1	HM Doors to FRP	1	LS	\$ 3,550.00	3,550	0	\$ 3,550.00	3,550	-	3,550
Div. 1	Down Spouts & Heat Trace	1	LS	\$ 6,000.00	6,000	0	\$ 6,000.00	6,000	-	6,000
Div. 1	Excel Energy Costs	1	LS	\$ 6,549.24	6,549	0	\$ 6,549.24	6,549	-	6,549
Div. 1	Traut Wells	1	LS	\$ 16,597.00	16,597	0	\$ 16,597.00	16,597	-	16,597
Div. 1	Diesel for Generator (Reimbursement)	1	LS	\$ (522.20)	(522)	0	\$ (522.20)	(522)	-	(522)
Div. 1	Water Heater Credit	1	LS	\$ (500.00)	(500)	0	\$ (500.00)	(500)	-	(500)
Div. 1	Diffuser Work	1	LS	\$ 2,687.00	2,687	0	\$ 2,687.00	-	2,687	2,687
Div. 1	2 Splash Blocks	1	LS	\$ 107.33	107	0	\$ 107.33	-	107	107
Div. 2	Site Work - Piping, Excavation and Grading	1	LS	\$ 180,000.00	180,000	0	\$ 180,000.00	180,000	-	180,000
Div. 3	Reinforcing Steel, Concrete Work, Precast	1	LS	\$ 55,000.00	55,000	0	\$ 55,000.00	55,000	-	55,000
Div. 4	Masonry	1	LS	\$ 80,000.00	80,000	0	\$ 80,000.00	80,000	-	80,000
Div. 5	Structural & Misc. Metals	1	LS	\$ 5,000.00	5,000	0	\$ 5,000.00	5,000	-	5,000
Div. 6	Rough & Finish Carpentry	1	LS	\$ 5,000.00	5,000	0	\$ 5,000.00	5,000	-	5,000
Div. 7	EPDM Roofing, Insulation, Caulking	1	LS	\$ 50,000.00	50,000	0	\$ 50,000.00	50,000	-	50,000
Div. 8	H.M. Doors, Overhead Doors	1	LS	\$ 15,000.00	15,000	0	\$ 15,000.00	15,000	-	15,000
Div. 9	Painting and Interior Finishes	1	LS	\$ 20,000.00	20,000	0	\$ 20,000.00	20,000	-	20,000
Div. 10	Specialties	1	LS	\$ 5,000.00	5,000	0	\$ 5,000.00	5,000	-	5,000
Div. 11	Process Equipment	1	LS	\$ 25,000.00	25,000	0	\$ 25,000.00	25,000	-	25,000
Div. 15	Mechanical	1	LS	\$ 100,000.00	100,000	0	\$ 100,000.00	100,000	-	100,000
Div. 16	Electrical & Controls	1	LS	\$ 219,800.00	219,800	0	\$ 219,800.00	219,800	-	219,800
1	Subgrade Excavation	20	CY	\$ 40.00	\$ 800.00	0	\$ 40.00	800	-	800
2	Topsoil Strip and Respread	20	CY	\$ 36.00	\$ 720.00	0	\$ 36.00	720	-	720
3	Common Borrow	40	CY	\$ 40.00	\$ 1,600.00	0	\$ 40.00	1,600	-	1,600
TOTALS:					912,920			890,419	2,794	893,213