



CITY COUNCIL AGENDA REGULAR MEETING

**Monday, August 8, 2022
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. July 11, 2022 Regular City Council Meeting – prepared by J. Bonniwell
2. July 25, 2022 City Council Workshop Meeting – prepared by J. Bonniwell

B. Accounts Payable

1. City, August 8, 2022 – prepared by M. Sommerfeld
2. Fire Department, August 8, 2022 – prepared by M. Sommerfeld

C. Monthly Utility Adjustments, July 2022 – prepared by C. Gerard

D. International Union of Operating Engineers, Local No. 49 Collective Bargaining Agreement – Memorandum of Understanding for Public Works Wage Scales, Pay Equity Adjustment

E. Ordinance 2022-05 – Lawful Gambling

1. Ordinance 2022-05 – An Ordinance Amending Chapter 73 of the Montrose City Code, Relating to Lawful Gambling and Trade Area Expenditures
2. Resolution 2022-25 – A Resolution Authorizing Summary Publication of Ordinance 2022-05 – An Ordinance Amending Chapter 73 of the Montrose City Code, Relating to Lawful Gambling and Trade Area Expenditures

7. WRIGHT COUNTY SHERIFF'S OFFICE

A. July, 2022 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. July, 2022 Activity Report

C. Economic Development Authority

1. July 19, 2022 Economic Development Authority Meeting Minutes

D. Planning and Zoning

1. July 13, 2022 Planning and Zoning Commission Meeting Minutes
2. Fence Regulation Memo
 1. Ordinance No. 2022-06 – An Ordinance Amendment to Chapter 1020-2 of the Zoning Ordinance of the City of Montrose, Related to Fence Height and Construction
 2. Resolution No. 2022-26– A Resolution Authorizing Summary Publication of Zoning Ordinance 2022-06: An Ordinance Amendment to Chapter 1020-2 of the Zoning Ordinance of the City of Montrose, Related to Fence Height and Construction

E. Park and Recreation

1. July 11, 2022 Special Park and Recreation Meeting Minutes
2. July 18, 2022 Park and Recreation Meeting Minutes

F. City Engineer

1. 2021 Downtown Improvement Project Phase I – Pay Application No. 5
2. 2021 Downtown Improvement Project Phase II – Pay Application No. 4
3. Montrose and Waverly Water System Regionalization
4. Pheasant Hills Backyard Drainage
5. Updated Pavement Management Plan Costs 2022-2024
6. Updates from City Engineer

G. Public Works

1. Authorization to Hire Operator I for Public Works
2. Authorization to buy Public Works Pick-Up Truck
3. Updates

9. REQUEST FOR COUNCIL ACTION

- A. Mr. Robert Heber – 111 Emerson Avenue North

10. OLD BUSINESS

- A. Open Forum Follow-Up – Mowing and Weeds at City Parks
- B. Burgers in the Park Event Follow-Up

11. NEW BUSINESS

- A. Ordinance 2022-07 – Moratorium on Sale of Cannabis Products
 - 1. Ordinance 2022-07 – An Interim Ordinance Imposing a Moratorium on the Sale of Cannabis Products and Authorizing Studies Regarding Such Products
 - 2. Resolution 2022-27 – A Resolution Authorizing Summary Publication of Ordinance 2022-07: An Interim Ordinance Imposing a Moratorium on the Sale of Cannabis Products and Authorizing Studies Regarding Such Products

12. OPEN FORUM**13. UPCOMING MEETINGS**

- A. Planning and Zoning Commission Meeting with Public Hearing – August 10, 2022 at 7:00 p.m. at the Montrose Community Center
- B. Park and Recreation Meeting – Monday, August 15, 2022 at 5:30 p.m. in the Montrose City Hall Conference Room
- C. Economic Development Authority Meeting – Tuesday, August 16, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room
- D. City Council Workshop – Monday, August 29, 2022 at 4:00 p.m. in the Montrose City Hall Conference Room
- E. Regular City Council Meeting – Monday, September 12, 2022 at 7:00 p.m. at the Montrose Community Center

14. ACKNOWLEDGEMENTS**15. ADJOURNMENT**

City of Montrose
 Regular City Council Meeting
 Montrose Community Center
 200 Center Avenue South
 Monday, July 11, 2022
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met in Regular Session on Monday, July 11, 2022 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 Sam Solarz
 Council Member Tom Marszalek
 Council Member David Paradeise

Absent: Council Member Nicole Andreoff

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Dan Remer, Public Works Director
 Mr. Michael Sommerfeld, City Clerk/Treasurer
 Ms. Cristy Gerard, Deputy Clerk
 Mr. Jared Voge, City Engineer

3. INVOCATION

A. Ms. Therese Marszalek, MA Div. from Buffalo Covenant Church gave the Invocation.

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was taken.

5. APPROVAL OF THE AGENDA

A. Approval of the Agenda

Mayor Moynagh motioned to approve the July 11, 2022 City Council Agenda with the addition of item 8.B.2. – Authorization to burn compost site; and item 8.C.1. – Park and Recreation Meeting Minutes from June 20, 2022. Council Member Marszalek seconded the motion. Motion carried 4-0.

6. APPROVAL OF THE CONSENT AGENDA

A. Minutes

1. Accepted the minutes of the June 13, 2022 Regular City Council Meeting

B. Accounts Payable

1. Approved the July 11, 2022 Accounts Payable for the City of Montrose
2. Approved the July 11, 2022 Accounts Payable for the Montrose Fire Department

C. Approved the Monthly Utility Adjustments for June 2022**D. Approved the Appointment of the Year 2022 Election Judges****E. Approved Scheduling a City Council Workshop for Monday, July 25, 2022 at 5:00 p.m. at Montrose Community Center**

Council Member Marszalek motioned to approve the July 11, 2022 Consent Agenda as presented. Council Member Solarz seconded the motion. Motion carried 4-0.

7. WRIGHT COUNTY SHERIFF'S OFFICE**A. June, 2022 Monthly Report presented in packet.**

Wright County Deputy Dahl reported that there were 191 calls for service in June 2022 in Montrose. Deputy Dahl stated that Wright County is still at an increased enforcement level in the areas of town near the construction sites and monitoring traffic detouring through city streets.

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. June, 2022 Activity Report**

Chief Triplett stated the activity report was included in packet and wanted to note that June was a slower month until around the 20th and then they had about 20 calls in 10 days.

C. Park and Recreation**1. June 20, 2022 Park and Recreation Minutes**

Commission Chair Isle gave an overview of the June 20, 2022 Park and Recreation Minutes and an overview of the July 11, 2022 Special Park and Recreation Meeting. Commission Chair Isle stated that during the special meeting regarding the Regional Park Shelter, the Commission decided to make a recommendation to City Council to move forward with reducing costs by removing Options 1-3 of the estimate provided, which would remove the glue lams, stone cladding and windows, saving \$111,120 off of the total amount of estimate for a total investment of \$698,880 for the new shelter. Commission Chair Isle stated that the City has been awarded a matching grant of \$250,000 from the DNR and the commission would like to see the city move forward with the approval of the shelter design so that the grant does not go to waste. The grant

was awarded to the City of Montrose in 2021, to be used by June of 2023. Council Member Marszalek asked how much money is currently in the park development fund. Ms. Bonniwell stated that the park development fund currently has between \$250,000-\$300,000 that has been saved up to build the shelter with an original budget around \$500,000. Mr. Sommerfeld stated that the city started in 2021 budgeting \$150,000 per year to park development fund, which has increased the development account to near \$300,000, but the City Council would have to approve additional capital improvement money in order to build the shelter since there is not enough money saved for this project currently.

Council Member Solarz and Council Member Marszalek stated they were concerned with where the rest of the money will come from and do not want to be spending money the city does not have. Park and Recreation Commission Member Otto stated that the amount presented to council is just an estimate and the city will still need to go out for bids and that the bids could actually come in lower than estimated. Mr. Voge stated that the city can approve to go forward to complete a plan for the shelter and approve going out for bids on the project. Mr. Voge stated the city would not be locked into building the shelter until after bids had been received and those would need approval. If the Council decided the bids were too high, they could back out at that point and decide not to build the shelter. Mr. Voge stated that the next steps would be to approve designing a final plan to be submitted to the DNR for approval, once approved by the DNR the city would go out for bids and then begin construction if Council decides to approve the construction. Mr. Voge stated that the shelter plans could be ready to go out for bids by the fall of 2022.

Council Member Paradeise asked about sponsorship opportunities to help pay for the deficit between the budget and actual costs of the project. Ms. Bonniwell stated she was not sure and staff would look into this and see what the options are for sponsorship. Council Member Solarz stated that he thinks the city should at least move forward to get bids and make a decision at that time about whether or not to move forward with construction.

Mayor Moynagh motioned to approve drafting plans to be submitted to the DNR by eliminating options 1-3 from the designer, eliminating the glue lams, stone cladding and windows. Council Member Solarz seconded the motion. Motion carried 4-0.

D. City Engineer

1. 2021 Downtown Improvement Project Phase I – Pay Application No. 4

Mr. Voge stated that Phase I is approximately 40% complete according to the contract.

Council Member Marszalek motioned to approve the 2021 Downtown Improvement Project Phase I – Pay Application No. 4. Council Member Solarz seconded the motion. Motion carried 4-0.

2. 2021 Downtown Improvement Project Phase II – Pay Application No. 3 and Change Order No. 1

Mr. Voge stated that Phase II is approximately 38% complete according to the contract.

Mayor Moynagh motioned to approve the 2021 Downtown Improvement Project Phase II – Pay Application No. 3. Council Member Marszalek seconded the motion. Motion carried 4-0.

Mr. Voge stated that Phase II Change Order No. 1 includes the change from a chain link fence to a wood privacy fence for 271 1st St N that was approved by Council at the May 23, 2022 meeting.

Mayor Moynagh motioned to approve the 2021 Downtown Improvement Project Phase II – Change Order No. 1. Council Member Paradeise seconded the motion. Motion carried 4-0.

3. Updates from City Engineer

Mr. Voge stated that progress for both phases of the 2021 Downtown Improvement Project are progressing mostly on schedule and things are going well. Mr. Voge stated that the South Side has probably around 30 more days of pipe/underground work and the North Side is beginning sub-cutting to prepare to lay down roads.

Council Member Solarz asked about the progress of approved developments. Ms. Bonniwell stated staff is waiting for both the Ouverson and Northridge Developments to come in and sign the developer agreements so they can begin construction. Ms. Bonniwell stated that staff just received a development application for the Creekside Hollow addition, just to the south of the Forest Creek Development.

E. Public Works

1. Public Works Updates

Mr. Remer stated that he is aware there were people present at the meeting that were there to complain about the state of the parks and that public works is working as fast as they can to get to all of the parks, but progress is slow because there are only two employees working on parks. Mr. Remer stated the city has not hired summer help that can usually help with a lot of the park maintenance, mowing and trimming and that is causing a delay getting the parks up to par. Mr. Remer stated that the company the city hired to mow is just mowing and trimming weeds in the park area and is not responsible for trimming around playground equipment or inside any structure or fencing the city has in the parks. Mr. Remer stated that the contractor that was hired for mowing gets paid a weekly amount whether or not mowing is needed. Mr. Paradeise asked Mr. Remer if he had an update about the parks that had been taken care of and cleaned up. Mr. Remer stated that Veterans Park, Pheasant Hills Park have been completed and they are working on Rock Brook and should be finished with that one soon and then they will focus on Northridge.

9. OLD BUSINESS

A. ABDO Professional Services

Mr. Sommerfeld stated that staff brought a proposal to Council at the June, 2022 meeting to ask Council for approval to use ABDO Financial Services to help with budgeting and quarterly reporting. Mr. Sommerfeld stated that staff is looking for approval for help with budgeting and quarterly reporting to assist him with learning the budget process and helping the city get on a good track with new staff. Ms. Bonniwell stated that staff would be looking for approval to use ABDO hourly budget help services, and possibly the quarterly reporting fixed rate of \$1,900 per quarter. Council Member Marszalek asked if the quarterly reporting would help with the annual audit and help that process go more quickly and smoothly. Mr. Sommerfeld stated that yes ABDO recommended this to help with the audit. The quarterly reporting would be essentially a “mini-audit” each quarter and give council a snap shot of where the city is at with the annual budget and make the audit process much smoother. Mr. Sommerfeld emphasized that with all of the large capital expenditures that are coming in the near future, the staff needs to make sure the budget is planned accordingly. Mayor Moynagh asked if there was a service contract the city will have to enter into, or if this is service as needed. Mr. Sommerfeld stated that ABDO has some recommendations about phasing and using some of their other services and has a “2-year plan” set up for the city, but we can use them as needed and stop if the Council decides the help is no longer needed.

Council Member Marszalek motioned to approve allowing staff to use ABDO Professional Services for hourly budget services, and quarterly financial reporting. Council Member Solarz seconded the motion. Motion carried 4-0.

B. Montrose Days Follow-Up

Ms. Bonniwell stated that the Council had decided at the June, 2022 meeting to table the discussion for Montrose Days and follow-up at the July meeting. Ms. Bonniwell stated that since that meeting took place, Montrose Days has cancelled their event, so no discussion is necessary.

10. NEW BUSINESS

A. Boy Scouts Summer Event

Mr. Greg Youmans passed out a handout for Council and the public to see related to a potential event to be held at Veterans Park on August 20, 2022. Mr. Youmans stated that the scouts did not want to see three years pass by without an event in the community, and decided to try and do an event on the same day that Montrose Days was planning to hold their event they could not get help with. Mr. Youmans listed several events and food items they are planning to have as well as some games/activities for community youth. Mr. Youmans stated that he would be requesting Charity Lane to be shut down for the day as was already approved to happen for Montrose Days. Mr. Youmans also stated they would be looking for the extension of premises in order to serve alcohol at this event and have Jacque B's provide the alcohol. Ms. Bonniwell stated that in addition to passing the ordinance and obtaining a permit for the extension of premises to go through, Jacque B's would also need to get liability insurance to cover the extension and submit that with the permit to the city. Mr. Youmans stated that he is also requesting from public works a connection to the hydrant in order to have some water activities in the tennis court area of the park. Mr. Youmans stated he is working on getting a DJ or a band to have some music from 4-8 p.m.

B. American Rescue Plan Act Funds - \$356,742.12

Ms. Bonniwell stated that the city has received the second part of the ARPA funds from the government and would like authorization to spend the money on a generator for emergency management, and the remainder of the money on the water and sewer project that is currently happening within the city. Ms. Bonniwell asked Mr. Triplett about the generator and if he had an idea of how much it would be. Mr. Triplett stated that the generator would be for powering the community center and fire barn in the event of a power outage and did not have an estimate for how much it would be and that he would need to get bids for the generator.

Council Member Paradeise motioned to approve spending the American Rescue Plan Act Funds on a generator for emergency management and on the current water and sewer project. Council Member Marszalek seconded the motion. Motion carried 4-0.

C. Fire Department Funding

Ms. Bonniwell stated that Wright County has informed city staff the way the city is currently collecting funds for the fire department is no longer allowed and that, going forward, the funding for the Fire Department will need to be included in the levy. Ms. Bonniwell stated that currently and in the past the city has done special assessments for fire department funding in the amount of \$150 per parcel. However, at the advice of the City Attorney, Wright County and the Auditor, this way is no longer acceptable. Council Member Solarz asked if there was a reason this way of collecting money for the fire department. Ms. Bonniwell stated that the way the city was collecting money is no longer allowed because special assessments really should be used for services rendered (i.e., putting out a fire on a property) and not to collect general money for the fire department use. The city will need to include the total amount needed by the Fire Department in the levy, and may cause the levy to increase this first year due to that change.

Ms. Bonniwell stated that staff wanted to make Council and the public aware of this change and will have some examples of the impact on taxes once the budgeting process is further along.

11. OPEN FORUM

A. Tina Hanson – 609 Fairmont Avenue North

Ms. Hanson stated that she wanted to discuss the state of Northridge Park, and other parks in town looking very unkempt. Ms. Hanson stated that the hockey rink is full of weeds as tall as the boards for the rink. Mayor Moynagh stated that eventually, the rink would be filled with concrete, but not for another couple years. Ms. Hanson asked what a good resolution would be and if the residents could help pull or spray weeds to help public works. Mayor Moynagh asked Mr. Remer if they are planning to spray weeds at Northridge Park. Mr. Remer stated that yes, they are planning to and will post when that is complete. Ms. Hanson asked if the residents could either use city equipment or their own equipment to spray weeds at the parks. Ms. Hanson is concerned that by the time they get around to beautify the park and make rounds with the other parks, they will all be overgrown again. Ms. Hanson asked the city could hire summer help or kids to help with the mowing and park maintenance. Ms. Bonniwell stated they did not post or hire any summer help this year because of the mowing contract, the previous public works director did not feel summer help would be needed if the mowing would be taken care of. Council Member Solarz stated that many cities are dealing with the same issues and having trouble hiring summer or seasonal help. Ms. Bonniwell stated that residents should probably not be out spraying or doing major work in the parks. Mr. Remer stated that the city could try to hire summer help still this summer but is worried nobody would apply and it would likely be mid-August before help could start. Mr. Remer stated that staff is asking for resident patience for the rest of this summer. Mr. Remer stated that public works will get to the parks as quickly as possible and will be hiring summer help for 2023, and possibly hiring additional permanent staff members. Mr. Remer reiterated that the mowing contractor is only contracted to mow and trim weeds along edges of the parks and not to do general park maintenance.

B. Michelle Otto – 205 Garfield Avenue North

Ms. Otto stated that she wants to dive a bit deeper into the parks and mowing issues. Ms. Otto stated that she has concerns about the mowing contract as a taxpayer. Ms. Otto stated that Rock Brook Park, Northridge Park, Regional Park and Carver Field are overcome with weeds and provided pictures to Council, staff and the public of the different parks and their state of being overgrown and not maintained. Ms. Otto stated she did not believe Muddy Feet was living up to their contract and the city has spent approximately \$28,286.68 on the mowing contractor for what she feels is poor service. Ms. Otto claimed that the city could have hired summer help which would have costed less and had extra help for park maintenance. Ms. Otto asked the Council if they thought about how hiring a mowing contractor would impact public works and their ability to maintain the parks without summer help. Ms. Otto stated that the Council really needs to take a look at the lawn service company and make sure the city is getting what they paid for and hold that company accountable for the mowing and trimming that she claimed was not being done. Ms. Otto urged the Council to reconsider the mowing contractor for the future.

12. UPCOMING MEETINGS

- A. Planning and Zoning Commission Meeting and Public Hearing – Wednesday, July 13, 2022 at 7:00 p.m. at the Montrose Community Center
- B. Park and Recreation Meeting – Monday, July 18, 2022 at 5:30 p.m. in the Montrose City Hall Conference Room
- C. Economic Development Authority Meeting – Tuesday, July 19, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room

D. City Council Workshop – Monday, July 25, 2022 at 5:00 p.m. at the Montrose Community Center

E. Regular City Council Meeting – Monday, August 8, 2022 at 7:00 p.m. at the Montrose Community Center

13. ACKNOWLEDGEMENTS

A. Commission Member Otto, Ms. Bonniwell and Council acknowledged public works for all of their hard work on the parks despite being understaffed and overwhelmed with workloads

B. Mayor Moynagh acknowledged the Boy Scouts and Mr. Youmans for stepping up to put on an event for the Community, and acknowledged the election judges for stepping up to work the elections this year.

14. ADJOURNMENT

Mayor Moynagh motioned to adjourn the Regular City Council Meeting at 8:12 p.m. Council Member Solarz seconded the motion. Motion carried 4-0.

Robert W. Moynagh, III Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
 City Council Workshop
 Montrose City Hall
 311 Buffalo Avenue South
 Monday, July 25, 2022
 5:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met for a City Council Workshop on Monday, July 25, 2022 at 5:00 p.m.

Mayor Moynagh called the Meeting to order at 5:00 p.m.

2. PRESENT AT THE MEETING

Present: Mayor Robert Moynagh III
 Council Member Nicole Andreoff
 Council Member Sam Solarz
 Council Member Tom Marszalek
 Council Member David Paradeise

Staff Present: Jessica Bonniwell, City Administrator
 Joe Sathe, City Attorney
 Sargent Kevin Triplett, Wright County Law Enforcement
 Lieutenant Jeremy Wirkkula, Wright County Law Enforcement

3. DISCUSSION WITH WRIGHT COUNTY

City Council and Staff had brief discussion regarding the current ability of Wright County to enforce parking ordinances. Lieutenant Wirkkula stated that because the parking rules fall under the Zoning Code, Wright County is unable to enforce zoning ordinances. Ms. Bonniwell stated that Wright County can enforce ordinances that fall under the City Code, but not the Zoning Code. Ms. Bonniwell stated that her and Sargent Triplett had a long conversation about this the week prior to the Workshop, and believe some changes need to be made to the current city code traffic ordinances so Wright County can enforce the different parking restrictions. Ms. Bonniwell stated that it could be possible to have an online codification done at the same time the website is revamped. Ms. Bonniwell stated that the staff would use good examples from other cities that have a comprehensive traffic code, and have City Attorney help with changing the code. Sargent Triplett stated that it would be much better for Wright County if the city had their City Code online in a way that is searchable and amendable. City Council agreed this would be a good next step to start the codification process and get the City Code updated. Mayor Moynagh stated that Council would like to see Wright County driving around the city streets a bit more and interacting with residents. Council Member Paradeise stated he would like to see parking restrictions at parks enforced more. Ms. Bonniwell stated staff will have to decide what time the restrictions on parking at the city parks will start and get new signs with "no parking" hours clearly stated so they can be enforced.

4. DISCUSSION ON THC PRODUCTS

Mr. Sathe stated that the city has a couple options regarding the newly legalized THC products including a temporary moratorium and/or putting together an ordinance for licensing and regulating the sale within the city. Mr. Sathe stated that cities have a lot of power over this issue, and can decide how they would like to move forward. Mr. Sathe stated that if the city makes no ordinance or regulations regarding THC products, it will fall under state statute and be legal for many businesses to sell TCH infused products. Mr. Sathe stated that currently the products are mostly being sold in existing CBD stores, but any retail business could start selling the THC products if they choose and if the city has no restrictions. Mr. Sathe stated that stores that are currently exclusive liquor stores will not be able to sell these products or drinks containing CBD or THC. Council Member Paradeise stated that he has been in touch with a resident that was very involved with getting the THC products legalized. The resident, Josh Hassing, told Council Member Paradeise that the THC products were legalized without

warning or preparing Law Enforcement to enforce these products and the impaired people. Council Member Paradeise also discussed other regulation efforts that are in process for the THC infused products. Lieutenant Wirkkula stated that Minnesota Law Enforcement has no resources for testing or helping enforce or regulate THC infused products.

Ms. Bonniwell asked Wright County what they would like to see as far as Montrose allowing or putting a temporary moratorium on products until more research is done as to how law enforcement will handle the THC infused products. Lieutenant Wirkkula stated that a moratorium sounded like a good idea so Wright County and its communities can do some research and have Law Enforcement and Public Health work together to come up with a good way to enforce, regulate and restrict the sale of THC infused products in Wright County cities. Mayor Moynagh stated that he would like to see some licensing standards come after a temporary moratorium. Mr. Sathe stated that usually cities have to state why a moratorium is being enacted and that it sounds like between the law enforcement and city reasons, Montrose has enough reason to enact a moratorium on THC infused products. Mr. Sathe stated that the city will need to provide these reasons as well as conduct a study to assist with a decision on how to regulate the THC infused products. Mayor Moynagh asked what a study would consist of and Mr. Sathe stated that the city will have to answer questions such as how many licenses the city would allow, would the city allow exclusive stores only to sell these products, would stores need licenses to operate and what the impact on the community would be if Montrose were to regulate the sale of THC infused products. Sargent Triplett stated that it would be helpful to have some meetings with public health and law enforcement officials to get the conversation started about licensing and regulation within the communities. Council Member Paradeise stated that he wants to make sure people do not think the city will not allow the THC infused products, but have the moratorium be temporary. Mayor Moynagh suggested having a public hearing or town hall meeting to get some public input from the local residents. Council Member Marszalek asked if the CBD or THC stores are strictly cash businesses still. Mr. Sathe stated that having those type of stores be a full cash business was the way it used to be, but because of high crime volumes on all-cash businesses, that has now changed.

The Council asked that the city attorney draft a moratorium for the August or September meeting.

5. DISCUSSION REGARDING RANDY'S SANITATION/REPUBLIC SERVICES

Council Member Paradeise stated that the service from Randy's has been very bad, residents are not able to get a hold of the customer service department. Mayor Moynagh stated that the online bill payment system was recently changed to the Republic Service part of the business, and those that had previously signed up for Randy's bill pay were not informed and were then sent a late notice after their bills were supposed to have been on auto payment. The residents had to sign up all over again on the Republic online bill payment to get automatic payments working again, but were never informed they needed to change anything. Council Member Paradeise stated the company has changed since becoming Republic Service as Randy's was locally owned and operated, and things have just gone downhill since Republic took over. Council Member Paradeise stated that the residents and even council members are getting the message that Montrose does not matter to Randy's/Republic because of the service level and all of the customer service problems. Council Member Paradeise stated he believes there are other options for trash hauling and that the city should think about looking into another option. Ms. Bonniwell stated that Waste Management has been interested in submitting RFP's in the past and there are other local options. Council Member Solarz stated that many residents have commented that they would like to go out and get their own hauler. Ms. Bonniwell stated that the city would likely not allow that and just have one hauler for the entire city in order to help preserve the roads from multiple carriers and trucks using the streets each week. Sargent Triplett stated that the city gets service for cheaper because it has an exclusive contract with one hauler. Ms. Bonniwell stated that she will have the City Attorney take a look at the contract and see what the options are for the city to remedy the problem.

6. DISCUSSION ON MEETING DECORUM

Ms. Bonniwell stated she had passed out a cheat sheet for "Roberts Rules of Order" just as a reminder from the meeting training the City Council had the year prior. Ms. Bonniwell reminded council that the open forum rules state that residents have 3 minutes and that council is not required to respond to the open forum request or statement. Ms. Bonniwell stated that the right thing to do is to listen to their open forum topic and revisit it at the next meeting after staff and council have time to process the question, request or statement. Ms. Bonniwell stated a resident asked her if council would allow residents to approach the podium at any time to make comments, or if items have to be put onto an open forum request. Ms. Bonniwell stated that in recent meetings again, residents have been making comments and yelling things from their seats in the audience and it makes for a chaotic, unproductive meeting. Ms. Bonniwell stated that Council could allow residents to approach the podium if they

have questions or comments at any time during the meeting, but reminded them that they would also likely cause the meeting to be chaotic and hard to regain control. Ms. Bonniwell stated she just wanted to remind Council to remember their training session and to control the meetings a bit better. Council Member Paradeise asked if there was a timer that staff could use right on the tv screen that is used to display the agenda packet. Mr. Triplett said that yes, staff could figure out how to make that work, or get a large timer clock, so that everyone sees the timer right on the screen or up at the dais. Council Member Paradeise suggested having a script or instructions for open forum that is read each time before residents are allowed to speak to remind everyone of the rules, so all the residents are treated the same.

7. ADJOURNMENT

Mayor Moynagh adjourned the City Council Workshop at 5:35 p.m.

Robert Moynagh III
Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

ACCOUNTS PAYABLE LIST

August 8, 2022

Payroll	06/30/22 Council Payroll	2955.19
Payroll	07/11/22 Payroll	15479.01
Payroll	07/25/22 Payroll	15416.42
IRS-Federal Tax Payment	06/30/22 FED/FICA Tax	489.62
IRS-Federal Tax Payment	07/11/22 FED/FICA Tax	5104.65
IRS-Federal Tax Payment	07/25/22 FED/FICA Tax	5047.57
MN Dept. of Revenue	07/11/22 State Withholding	981.21
MN Dept. of Revenue	07/25/22 State Withholding	971.26
PERA	07/11/22 Payroll	3005.86
PERA	07/25/22 Payroll	2984.45
*Ameritas Life Ins.	Employee Optical Ins.	49.40
MN Dept. of Revenue	July Sales Tax	93.00
Payment Service Network	July PSN/ACH Fees	1271.72
Aramark	Uniforms/Floor Mats	174.74
Braun InterTec	D.I. Proj. Envir. Engineer.	2043.00
Cardmember Services	Training Travel Expense	760.35
Citizens State Bank	Montrose Meadows Bond Pymt.	2075.00
*Delta Dental	August Dental Insurance	438.30
Grainger	Comm. Ctr. Cleaning Mats.	74.64
Hawkins	Water Treatment Chemicals	2248.86
In Control, Inc.	WWTP System Repair / Maint.	16195.95
*Kennedy & Graven	Legal Fees	1606.50
League MN Cities Ins. Trust	Property/Casualty Premium	58348.00
Lincoln Nat'l Life Ins.	August Life Ins.	307.36
*Madison Nat'l Life	Aug. Disability Ins.	395.32
Marco Tech.	Printer Maint.	65.32
*Metro West Insp. Svcs.	May Final Permits	3485.03
Midwest Machinery Co.	Mower Repairs/Maint.	784.44
Mini Biff	Parks, WWTP Sani. Rentals	588.54
MN Dept. of Labor & Ind.	Build Permit Surcharges	299.68
MN Polution Control	WWTP Permit Renewal App.	1240.00
MN Public Fac. Auth.	Water Tower/Wellhouse Bond	91316.61
MN Public Fac. Auth.	WWTP Bond	393315.60
MVTL Laboratories	Water Testing	74.00
MVTL Laboratories	WWTP Testing	408.30
My Alarm Center	Quarterly Alarm System	147.38
*NW Assoc. Consultants	Planners Services	1691.40
Paumen Computer Services	Monthly IT/Backup & Support	455.00
Pitney Bowes Inc.	Postage Meter Rental	105.81
Republic Svcs.	Recycling	129.17

August 8, 2022

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Rivard Companies, Inc.	Parks Woodchips	1835.00
Russell Security Resource	Comm. Ctr. Doors Maint.	140.00
Schwickerts Tecta Amer.	W/WW Building Roof Maint.	440.00
Sommerfeld, Michael	Election Trg. Travel Exp.	103.49
Steiner Auto Parts	PW Vehicle Maint. Supp.	111.56
USA BlueBook	Water/WWTP Supplies	319.99
Wakesun	Electrical Services	10815.85
Wex Bank	PW,Str,Sew,WW Vehicle Fuel	978.64
Windstream	Telephone Service	116.60
Wright-Hennepin Co-op	Electrical Services	289.93
Xcel Energy	Electric/Gas Charges	3559.69
Xylem Water Solutions	UV System Parts	1070.05

ACCOUNTS PAYABLE SUBTOTAL	652404.46
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Adam's Pest Control	Comm. Ctr./CH Pest Control	161.06
*AFSCME #65	July Union Dues	117.30
Aramark	Uniforms/Floor Mats	267.40
Badger Meter	July Hosting	160.25
*Bolton & Menk	Engineering Services	9881.00
Bolton & Menk	D.I. Proj. Engineering	109012.50
*Citizens State Bank	July H.S.A. Deposit	550.00
Comcast	Internet Service	433.63
Gopher State One Call	Water/Sewer Locates	117.45
*IUOE Local #49	Aug Union Dues	175.00
Jenson, Marie	July CH/CC Cleaning	610.00
M&M Express	Parks Maint. Equip.	60.36
Menards	PW,Parks,WW Tools & Supply	271.35
*Metro West Insp. Svcs.	June Final Permits	2568.27
Milhausen Auto Repair	PW Vehicle Maint.	142.50
MN Computer Systems	Copier Maint. Agreement	298.36
MP Nexlevel	Street Maint.	4635.15
Muddy Feet Lawn Service	July Parks Mowing	10174.67
MVTL Labs	WWTP Testing	320.79
Nuso (NEC Cloud Comm.)	Telephone Service	186.96
Petty Cash Refill	Parking/PW Supplies	107.90
Quill Corporation	Office Supplies	233.82
SPS Works	Dog License Tags	87.93
Steiner Auto Parts	PW Vehicle Maint. Supp.	302.35
Team Lab Chemical	WWTP Chemicals	3242.00
U.C. Laboratory	Water Testing	180.00
USA BlueBook	Water/WWTP Supplies	311.08

August 8, 2022

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Verizon	Cellphones/Tablets	376.54
Wright Cty Finance	800 MHz Radio Fee	3150.00
Wright Co. Finance Dept.	August Patrol Svcs.	25610.83
*Wright Co. Journal Press	Legal Notices	54.25
Wright Co. Treasurer	May-June Fines	1749.83
TOTAL ACCOUNTS PAYABLE		827954.99

MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE*** Appendix**

Payments received to offset checks written

Payroll Deduction	AFSCME #65 July Dues	117.30
Payroll Deduction	July H.S.A. Deposit	450.00
Payroll Deduction	July Optical Ins.	49.40
Payroll Deduction	IUOE #49 Aug. Union Dues	175.00
Developer Expense	Metro West Insp. Svcs.	2568.27
Developer Expense	Wright Co. Journal Press	40.25

FIRE DEPARTMENT ACCOUNTS PAYABLE LIST

August 8, 2022

Menards	Station Supplies/Veh. Parts	84.34
Russell Security Resource	FD Doors Maint.	198.50
Wakesun	Electrical Services	210.41
Wex Bank	Vehicle Fuel	628.85
Xcel Energy	Electric/Gas Charges	345.45

ACCOUNTS PAYABLE SUBTOTAL	1467.55
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Bound Tree Medical	Medical Supplies	152.97
Comcast	Internet Service	97.85
Verizon	FD iPad	40.01

TOTAL ACCOUNTS PAYABLE	1758.38
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MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE

CITY OF MONTROSE
Monthly Adjustments

08/02/22 8:13 AM
 Page 1

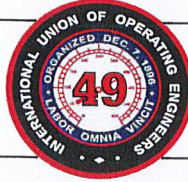
Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00003118-00-	Adjustment	Hang Disconnect N	Service	\$25.00	7/6/2022
01-00001149-00-	Adjustment	Sewer Collection	Service	(\$0.93)	7/1/2022
01-00001149-00-	Adjustment	WWTP	Service	(\$0.96)	7/1/2022
01-00001149-00-	Adjustment	Storm Water	Service	(\$0.23)	7/1/2022
01-00001102-00-	Adjustment	R Water	Service	(\$11.63)	7/5/2022
01-00001102-00-	Adjustment	Sewer Collection	Service	(\$9.46)	7/5/2022
01-00001102-00-	Adjustment	WWTP	Service	(\$9.54)	7/5/2022
01-00001102-00-	Adjustment	Storm Water	Service	(\$1.50)	7/5/2022
01-00001036-00-	Adjustment	Hang Disconnect N	Service	\$25.00	7/6/2022
01-00001119-00-	Adjustment	Hang Disconnect N	Service	\$25.00	7/6/2022
01-00001146-00-	Adjustment	Hang Disconnect N	Service	\$25.00	7/6/2022
01-00001149-00-	Adjustment	R Water	Service	(\$1.02)	7/1/2022
01-00002619-00-	Adjustment	Hang Disconnect N	Service	\$25.00	7/6/2022
01-00002533-00-	Adjustment	Storm Water	Service	(\$0.24)	7/29/2022
01-00001238-00-	Adjustment	R Water	Service	(\$8.50)	7/18/2022
01-00001238-00-	Adjustment	Sewer Collection	Service	(\$7.07)	7/18/2022
01-00001238-00-	Adjustment	WWTP	Service	(\$7.27)	7/18/2022
01-00001238-00-	Adjustment	Storm Water	Service	(\$0.75)	7/18/2022
01-00004088-00-	Adjustment	Combo Water	Service	(\$0.76)	7/27/2022
01-00004088-00-	Adjustment	Sewer Collection	Service	(\$0.69)	7/27/2022
01-00004088-00-	Adjustment	WWTP	Service	(\$0.75)	7/27/2022
01-00004088-00-	Adjustment	Storm Water	Service	(\$0.25)	7/27/2022
01-00002533-00-	Adjustment	Combo Water	Service	(\$1.36)	7/29/2022
01-00002533-00-	Adjustment	Sewer Collection	Service	(\$1.07)	7/29/2022
01-00002533-00-	Adjustment	WWTP	Service	(\$1.10)	7/29/2022
01-00002593-00-	Adjustment	Hang Disconnect N	Service	\$25.00	7/6/2022
				\$84.92	

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

INTERNATIONAL UNION OF OPERATING ENGINEERS

LOCAL NO. 49, 49A, 49B, 49C, 49D, 49E, 49L
MINNESOTA • NORTH DAKOTA • SOUTH DAKOTA

CLAYTON J. JOHNSON, President
RYAN P. DAVIES, Vice President
STEVE R. PIPER, Recording-Corresponding Secretary
OSCAR J. SLETTEN, Treasurer



JASON A. GEORGE
Business Manager/Financial Secretary

2829 Anthony Lane South, Minneapolis, MN 55418-3285
Phone (612) 788-9441 • Toll Free (866) 788-9441 • Fax (612) 788-1936

Memorandum of Understanding Between The City of Montrose And The International Union of Operating Engineers, Local 49

WHEREAS, the city of Montrose ("City") and the International Union of Operating Engineers, Local 49 ("Union") are parties to a Collective Bargaining Agreement ("Agreement") in effect from January 1, 2021 through December 31, 2023; and

WHEREAS, this Memorandum of Understanding ("MOU") is intended to address the modification to Wage Appendix "A"; and

WHEREAS, the Union and the City wish to include and recognize the modification of Wage Appendix "A" in the established and recognized Union bargaining unit covered by all terms and conditions of the agreement, unless modified by this MOU; and

WHEREAS, this MOU will be effective August 8, 2022.

NOW, THEREFORE BE IT RESOLVED AND STIPULATED that the parties mutually agree to as follows:

1. The attached modified Wage Appendix "A" will be included in Appendix "A" 2021-2023 Wage Schedule of the agreement;
2. During contract negotiations the City and the Union agree to incorporate all applicable provisions of this MOU into the agreement;

IN WITNESS WHEREOF, the parties have executed this MOU on August 8, 2022.

Aaron Rasset
Area Business Representative
International Union of Operating Engineers, Local 49

Robert W. Moynagh III
Mayor
City of Montrose

Appendix "A"

Wage and Classification Rates

2021. All Employees covered under this agreement shall receive a (2%) wage increase. All Employees who have not reached their max wage amount as listed in the table below shall receive an additional two (2%) wage increase with a successful annual performance review, which will be made up of four quarterly reviews. Employees will not receive the performance increase once they have reached their maximum wage as identified in the table below. In 2021, Employer and Union agree to meet to negotiate health insurance premium contribution rates for contract years 2022 and 2023 and up to a five percent (5%) increase to all wages and classifications.

2022. All Employees covered under this agreement shall receive a (5%) wage increase. All Employees who have not reached their max wage amount as listed in the table below shall receive an additional two (2%) wage increase with a successful annual performance review, which will be made up of four quarterly reviews. Employees will not receive the performance increase once they have reached their maximum wage as identified in the table below.

2023. All Employees covered under this agreement shall receive a (5%) wage increase. All Employees who have not reached their max wage amount as listed in the table below shall receive an additional two (2%) wage increase with a successful annual performance review, which will be made up of four quarterly reviews. Employees will not receive the performance increase once they have reached their maximum wage as identified in the table below.

	MIN	MAX
Administrative Assistant	\$27.00	\$30.00
Deputy Clerk	\$32.00	\$38.00
Deputy Treasurer	\$32.00	\$38.00
Operator I	\$28.00	\$30.00
Operator II	\$31.00	\$35.00
Chief Operator	\$36.00	\$40.00
Maint Worker I	\$23.00	\$25.00
Maint Worker II	\$26.00	\$29.00
Maint Worker III	\$30.00	\$36.00

CITY OF MONTROSE
WRIGHT COUNTY, MINNESOTA

ORDINANCE NO. 2022-05

AN ORDINANCE AMENDING CHAPTER 73 OF THE MONTROSE CITY CODE
RELATING TO LAWFUL GAMBLING AND TRADE AREA EXPENDITURES

THE CITY COUNCIL OF THE CITY OF MONTROSE ORDAINS:

Section 1. Chapter 73, section 73.11 of the Montrose City Code is hereby amended by adding the double-underlined language and deleting the ~~struck-through~~ language below:

73.11. DESIGNATED TRADE AREA

A) Each organization licensed to conduct gambling within the City shall expend eighty~~forty~~ percent (80~~40~~%) of its lawful purpose expenditures on lawful purposes conducted within the City's trade area.

B) This section applies only to lawful purpose expenditures of gross profits derived from gambling conducted at a premises within the City's jurisdiction.

Section 2. This Ordinance shall be effective immediately upon its passage and publication.

ADOPTED this 8th day of August, 2022 by the City Council of the City of Montrose.

CITY OF MONTROSE

By: _____
Kirby Moynagh, Mayor

ATTEST:

By: _____
Michael Sommerfeld, City Clerk

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

RESOLUTION NO. 2022-25

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 2022-05 AN
ORDINANCE AMENDING CHAPTER 73 OF THE MONTROSE CITY CODE, RELATING TO
LAWFUL GAMBLING AND TRADE AREA EXPENDITURES**

WHEREAS, The City Council of the City of Montrose has determined the publication of the title and a summary of "Ordinance 2022-05 AN ORDINANCE AMENDING CHAPTER 73 OF THE MONTROSE CITY CODE, RELATING TO LAWFUL GAMBLING AND TRADE AREA EXPENDITURES", finding a summary publication would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, Pursuant to Minnesota Statutes 412.191, Subdivision 4 and M.S. 331A.01, Subd. 10, the City Council may, by a four-fifths vote of its members, direct that only the title of the Ordinance and a summary be published with notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the City Offices; and,

WHEREAS, Prior to the publication of the title and summary, the City Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Montrose, Minnesota that the title and summary of "Ordinance 2022-05 AN ORDINANCE AMENDING CHAPTER 73 OF THE MONTROSE CITY CODE, RELATING TO LAWFUL GAMBLING AND TRADE AREA EXPENDITURES" be published with notice that a printed copy of Ordinance 2022-05 is available in its entirety for inspection by any person during regular office hours at the City Offices.

BE IT FURTHER RESOLVED: the publication shall read as follows:

"On August 8, 2022 the Montrose City Council approved the reading of Ordinance 2022-05 "AN ORDINANCE AMENDING CHAPTER 73 OF THE MONTROSE CITY CODE, RELATING TO LAWFUL GAMBLING AND TRADE AREA EXPENDITURES".

The Ordinance, in its entirety is available for review and/or photocopying during regular office hours at the City of Montrose Offices, 311 Buffalo Avenue South, Montrose Minnesota.

Ordinance 2022-05 shall be in full force and effect from and after the date of its passage (August 8, 2022) and this summary publication according to law."

The motion for the adoption of the foregoing Resolution was duly made by:

And the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted this 8th day of August, 2022.

Robert W. Moynagh, III
Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose



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 2022

Printed on August 1, 2022

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
911 Hang-up Total: 2					
07/02/22 18:13	911 Hang-up	2022053212			911
07/20/22 05:12	911 Hang-up	2022058968			911
911 Hang-up; Medical - Fall Under 6 Feet Total: 1					
07/22/22 09:55	911 Hang-up; Medical -	2022059702			911
911 Open Line Total: 7					
07/01/22 17:28	911 Open Line	2022052877			911
07/05/22 10:05	911 Open Line	2022054124			911
07/06/22 14:32	911 Open Line	2022054523			911
07/08/22 07:18	911 Open Line	2022055088			911
07/15/22 04:50	911 Open Line	2022057331			911
07/18/22 13:07	911 Open Line	2022058445			911
07/24/22 01:56	911 Open Line	2022060281			911
Abandoned Vehicle Total: 1					
07/27/22 10:14	Abandoned Vehicle	2022061283	Abandoned Vehicle	WP22019362	
Agency Assist Total: 1					
07/28/22 11:47	Agency Assist	2022061617	Agency Assist	WP22019464	Phone
Animal Total: 2					
07/16/22 08:16	Animal	2022057767	Animal	WP22018256	Phone
07/22/22 15:31	Animal	2022059787	Animal	WP22018907	Phone
Assault; Threats Total: 1					
07/10/22 01:33	Assault; Threats	2022055772	Assault	WP22017565	911
Burglary Total: 1					
07/03/22 21:08	Burglary	2022053635	Burglary	WP22016897	911
Check Welfare Total: 4					
07/01/22 20:44	Check Welfare	2022052958	Intoxicated Person	WP22016717	911
07/06/22 21:26	Check Welfare	2022054673	Check Welfare	WP22017237	911
07/21/22 18:19	Check Welfare	2022059547	Check Welfare	WP22018835	Phone
07/22/22 20:29	Check Welfare	2022059892	Check Welfare	WP22018940	Phone
Civil Complaint Total: 8					
07/01/22 12:01	Civil Complaint	2022052756	Civil Complaint	WP22016656	911
07/03/22 09:00	Civil Complaint	2022053420	Civil Complaint	WP22016855	911
07/11/22 15:35	Civil Complaint	2022056158	Civil Complaint	WP22017692	Phone
07/14/22 13:25	Civil Complaint	2022057115	Civil Complaint	WP22018008	911

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
07/15/22 22:23	Civil Complaint	2022057685	Civil Complaint	WP22018227	Phone
07/25/22 16:02	Civil Complaint	2022060770	Civil Complaint	WP22019200	Phone
07/29/22 19:34	Civil Complaint	2022062037	Civil Complaint	WP22019606	911
07/30/22 08:18	Civil Complaint	2022062169	Civil Complaint	WP22019647	Phone

Civil Process Total: 13

07/06/22 15:04	Civil Process	2022054538			Officer
07/11/22 11:27	Civil Process	2022056074			Officer
07/12/22 12:15	Civil Process	2022056440			Officer
07/19/22 15:26	Civil Process	2022058782			Officer
07/19/22 15:26	Civil Process	2022058783			Officer
07/19/22 17:18	Civil Process	2022058832			Officer
07/20/22 13:46	Civil Process	2022059098			Officer
07/22/22 10:51	Civil Process	2022059713			Officer
07/22/22 15:00	Civil Process	2022059773			Officer
07/26/22 12:19	Civil Process	2022061021			Officer
07/26/22 12:44	Civil Process	2022061030			Officer
07/26/22 12:59	Civil Process	2022061033			Officer
07/27/22 16:07	Civil Process	2022061390			Officer

Commercial General Alarm Total: 1

07/06/22 14:58	Commercial General	2022054533			Phone
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Court Order Violation Total: 1

07/19/22 13:40	Court Order Violation	2022058747	Court Order Violation	WP22018558	
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Criminal Damage to Property Total: 2

07/27/22 11:41	Criminal Damage to	2022061305	Criminal Damage to Property	WP22019367	Phone
07/30/22 09:59	Criminal Damage to	2022062193	Criminal Damage to Property	WP22019655	Phone

Disabled Vehicle Total: 1

07/24/22 12:48	Disabled Vehicle	2022060380			Phone
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Domestic Disturbance Total: 8

07/01/22 15:13	Domestic Disturbance	2022052827	Domestic Disturbance	WP22016674	Phone
07/04/22 06:03	Domestic Disturbance	2022053742	Disorderly	WP22016934	911
07/05/22 11:51	Domestic Disturbance	2022054160	Domestic Disturbance	WP22017064	911
07/06/22 21:30	Domestic Disturbance	2022054674	Noise	WP22017235	Phone
07/11/22 14:05	Domestic Disturbance	2022056127	Domestic Disturbance	WP22017685	911
07/13/22 22:19	Domestic Disturbance	2022056948	Domestic Disturbance	WP22017952	911
07/21/22 10:02	Domestic Disturbance	2022059380	Domestic Disturbance	WP22018773	Phone
07/21/22 18:51	Domestic Disturbance	2022059555	Domestic Disturbance	WP22018840	Phone

Drug Court Home Visit Total: 2

07/16/22 14:45	Drug Court Home Visit	2022057855			
07/24/22 16:45	Drug Court Home Visit	2022060443			

Fire - Gas Leak Total: 2

07/06/22 11:31	Fire - Gas Leak	2022054471			911
07/10/22 18:54	Fire - Gas Leak	2022055919	Fire - Gas Leak	WP22017612	911

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
Fire - Smoke - Odor Total: 1					
07/20/22 18:11	Fire - Smoke - Odor	2022059206	Fire - Smoke - Odor	WP22018708	911
Fireworks Total: 5					
07/02/22 21:42	Fireworks	2022053305	Fireworks	WP22016813	Phone
07/03/22 03:02	Fireworks	2022053392	Fireworks	WP22016849	Phone
07/03/22 22:12	Fireworks	2022053666	Fireworks	WP22016908	Phone
07/06/22 11:20	Fireworks	2022054469	Fireworks	WP22017164	Phone
07/22/22 21:35	Fireworks	2022059922	Fireworks	WP22018954	911
Flooding Total: 1					
07/04/22 13:14	Flooding	2022053830	Flooding	WP22016960	Phone
Found Person Total: 1					
07/01/22 19:29	Found Person	2022052931			911
Fraud - Checks - Cards Total: 1					
07/06/22 15:35	Fraud - Checks - Cards	2022054552	Fraud - Checks - Cards	WP22017198	Phone
Harassment Total: 1					
07/06/22 09:15	Harassment	2022054433	Harassment	WP22017156	Phone
Indecent Exposure Total: 1					
07/29/22 23:44	Indecent Exposure	2022062109	Indecent Exposure	WP22019623	Phone
Info Total: 1					
07/09/22 13:56	Info	2022055538			Phone
Juvenile - Runaway Total: 1					
07/30/22 07:07	Juvenile - Runaway	2022062155	Juvenile - Runaway	WP22019639	Phone
Lift Assist Total: 1					
07/04/22 07:29	Lift Assist	2022053746			911
Lost - Found Property Total: 1					
07/04/22 10:11	Lost - Found Property	2022053770	Lost - Found Property	WP22016944	
Medical - Abdominal Pain Total: 1					
07/24/22 21:20	Medical - Abdominal	2022060503			911
Medical - Bleeding - Lacerations Total: 1					
07/29/22 01:34	Medical - Bleeding -	2022061810			911
Medical - Breathing Problems Total: 1					
07/18/22 00:26	Medical - Breathing	2022058318			911
Medical - Breathing Problems; Medical - Heart Problems Total: 1					
07/22/22 19:17	Medical - Breathing	2022059869			911
Medical - Chest Pain Total: 1					
07/02/22 12:39	Medical - Chest Pain	2022053094			911

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
Medical - Fall Under 6 Feet Total: 1					
07/25/22 18:09	Medical - Fall Under 6	2022060819			911
Medical - Heart Problems Total: 1					
07/07/22 23:48	Medical - Heart	2022055054			911
Medical - Overdose - Poisoning Total: 1					
07/10/22 01:50	Medical - Overdose -	2022055774			911
Medical - Psychiatric - Behavioral Total: 1					
07/07/22 00:21	Medical - Psychiatric -	2022054711	Medical - Psychiatric -	WP22017245	Phone
Medical - Sick Total: 1					
07/18/22 18:26	Medical - Sick	2022058543			911
Medical - Stroke Total: 1					
07/26/22 06:41	Medical - Stroke	2022060942			911
Missing Person Total: 2					
07/01/22 19:28	Missing Person	2022052930	Missing Person	WP22016708	911
07/22/22 11:48	Missing Person	2022059732	Check Welfare	WP22018892	Phone
Motorist Aid Total: 3					
07/08/22 16:28	Motorist Aid	2022055262			Officer
07/13/22 11:01	Motorist Aid	2022056720	Motorist Aid	WP22017878	Phone
07/23/22 01:04	Motorist Aid	2022059972			
Noise Total: 2					
07/03/22 20:20	Noise	2022053619	Noise	WP22016892	911
07/04/22 21:21	Noise	2022053982	Noise	WP22017005	
Parking Total: 3					
07/19/22 19:40	Parking	2022058883	Parking	WP22018594	911
07/19/22 20:07	Parking	2022058890	Parking	WP22018600	
07/21/22 10:46	Parking	2022059393	Parking	WP22018779	
Probation Check Total: 3					
07/06/22 14:59	Probation Check	2022054534			Officer
07/07/22 16:32	Probation Check	2022054915			Officer
07/17/22 09:15	Probation Check	2022058070			Officer
Repossession Total: 1					
07/27/22 22:15	Repossession	2022061490			
Residential Fire Alarm Total: 1					
07/18/22 23:03	Residential Fire Alarm	2022058600			911
SIA Business Walk Through Total: 1					
07/16/22 18:40	SIA Business Walk	2022057930			
SIA City Council - City Hall Total: 1					
07/11/22 18:00	SIA City Council - City	2022056195			Officer

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

07/26/22 18:05	Surveillance	2022061128			
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Suspicious - Circumstances Total: 2

07/06/22 16:13	Suspicious -	2022054568	Suspicious - Circumstances	WP22017202	
07/09/22 13:26	Suspicious -	2022055527	Suspicious - Circumstances	WP22017491	Phone

Suspicious - Person - Vehicle Total: 7

07/08/22 22:13	Suspicious - Person -	2022055375	Suspicious - Person - Vehicle	WP22017441	911
07/13/22 22:39	Suspicious - Person -	2022056953	Suspicious - Person - Vehicle	WP22017954	911
07/14/22 18:08	Suspicious - Person -	2022057232	Suspicious - Person - Vehicle	WP22018050	Phone
07/15/22 13:50	Suspicious - Person -	2022057480	Suspicious - Person - Vehicle	WP22018153	Phone
07/19/22 12:59	Suspicious - Person -	2022058734	Suspicious - Person - Vehicle	WP22018553	Phone
07/19/22 16:19	Suspicious - Person -	2022058804	Suspicious - Person - Vehicle	WP22018571	Phone
07/19/22 19:27	Suspicious - Person -	2022058877	Suspicious - Person - Vehicle	WP22018592	Phone

Theft Total: 2

07/25/22 10:14	Theft	2022060625	Theft	WP22019157	Phone
07/27/22 17:51	Theft	2022061422	Theft	WP22019404	Phone

Theft - Shoplifting Total: 1

07/25/22 12:19	Theft - Shoplifting	2022060690	Theft - Shoplifting	WP22019176	Phone
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Threats Total: 1

07/21/22 16:28	Threats	2022059508	Threats	WP22018823	Phone
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Traffic - Complaint Total: 6

07/02/22 16:52	Traffic - Complaint	2022053169	Traffic - Complaint	WP22016781	Phone
07/08/22 15:13	Traffic - Complaint	2022055237	Traffic - Complaint	WP22017395	911
07/08/22 23:19	Traffic - Complaint	2022055396	Traffic - Complaint	WP22017452	Phone
07/09/22 00:23	Traffic - Complaint	2022055406	Traffic - Complaint	WP22017456	911
07/12/22 19:02	Traffic - Complaint	2022056564	Traffic - Complaint	WP22017825	Phone
07/29/22 16:37	Traffic - Complaint	2022061972	Traffic - Complaint	WP22019579	Phone

Traffic Stop Total: 47

07/02/22 23:32	Traffic Stop	2022053355			Officer
07/03/22 11:07	Traffic Stop	2022053451			Officer
07/04/22 11:22	Traffic Stop	2022053787			Officer
07/06/22 20:49	Traffic Stop	2022054656			Officer
07/06/22 21:17	Traffic Stop	2022054668	Traffic Stop	WP22017234	Officer
07/06/22 22:20	Traffic Stop	2022054685			Officer
07/06/22 23:38	Traffic Stop	2022054703			Officer
07/08/22 18:12	Traffic Stop	2022055304	Traffic Stop	WP22017415	Officer
07/10/22 01:05	Traffic Stop	2022055769	Traffic Stop	WP22017563	Officer
07/12/22 08:49	Traffic Stop	2022056367	Traffic Stop	WP22017757	Officer
07/12/22 16:26	Traffic Stop	2022056504			Officer
07/14/22 12:59	Traffic Stop	2022057101			Officer
07/14/22 16:35	Traffic Stop	2022057193	Traffic Stop	WP22018041	Officer
07/15/22 07:47	Traffic Stop	2022057354			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
07/15/22 20:02	Traffic Stop	2022057628	Traffic Stop	WP22018212	Officer
07/16/22 07:36	Traffic Stop	2022057762			Officer
07/16/22 07:57	Traffic Stop	2022057765			Officer
07/16/22 17:53	Traffic Stop	2022057918	Traffic Stop	WP22018300	Officer
07/18/22 22:40	Traffic Stop	2022058597			Officer
07/19/22 22:12	Traffic Stop	2022058922			Officer
07/19/22 23:34	Traffic Stop	2022058942			Officer
07/20/22 00:39	Traffic Stop	2022058955			Officer
07/21/22 09:08	Traffic Stop	2022059368			Officer
07/21/22 10:33	Traffic Stop	2022059388	Traffic Stop	WP22018777	Officer
07/21/22 15:28	Traffic Stop	2022059482	Traffic Stop	WP22018814	Officer
07/21/22 15:39	Traffic Stop	2022059489	Traffic Stop	WP22018816	Officer
07/22/22 00:36	Traffic Stop	2022059636			Officer
07/22/22 01:13	Traffic Stop	2022059638			Officer
07/22/22 16:59	Traffic Stop	2022059815			Officer
07/23/22 16:31	Traffic Stop	2022060139			Officer
07/23/22 22:48	Traffic Stop	2022060234			Officer
07/24/22 00:25	Traffic Stop	2022060264			Officer
07/24/22 00:42	Traffic Stop	2022060268			Officer
07/24/22 21:44	Traffic Stop	2022060512			Officer
07/26/22 23:57	Traffic Stop	2022061197			Officer
07/27/22 16:51	Traffic Stop	2022061401			Officer
07/27/22 23:45	Traffic Stop	2022061520			Officer
07/28/22 13:11	Traffic Stop	2022061638			Officer
07/28/22 17:39	Traffic Stop	2022061725			Officer
07/28/22 22:06	Traffic Stop	2022061789			Officer
07/29/22 01:47	Traffic Stop	2022061812			Officer
07/29/22 16:51	Traffic Stop	2022061977			Officer
07/30/22 01:34	Traffic Stop	2022062128			Officer
07/30/22 11:55	Traffic Stop	2022062227			Officer
07/30/22 18:43	Traffic Stop	2022062353			Officer
07/31/22 12:31	Traffic Stop	2022062531	Traffic Stop	WP22019760	Officer
07/31/22 21:21	Traffic Stop	2022062687			Officer

Trespass Total: 1

07/06/22 12:28	Trespass	2022054494	Trespass	WP22017177	911
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Unwanted Person Total: 2

07/05/22 08:27	Unwanted Person	2022054098	Unwanted Person	WP22017047	Phone
07/21/22 21:23	Unwanted Person	2022059594	Unwanted Person	WP22018850	911

Warrant - Arrest Total: 1

07/11/22 11:19	Warrant - Arrest	2022056072	Warrant - Arrest	WP22017667	Officer
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Warrant - Attempt Total: 2

07/21/22 09:50	Warrant - Attempt	2022059379			
07/21/22 11:06	Warrant - Attempt	2022059397			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
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Total Records: 174

Montrose/Waverly Patrol Hour Summary

Hours Purchased Per Contract:	5,840.00
Starting Hours (beginning of month):	2,929.00
M-T-D (detailed below):	507.75
Balance going forward (to next month):	2,421.25
Y-T-D:	3,418.75

** Estimated Hours not verified by final monthly payroll

Shift Start

Date	Shift Start Time	Shift Stop Date	Shift Stop Time	Schedule	Position	Time Type	Regular Hours
1-Jul-22	10:00	1-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
1-Jul-22	20:00	2-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
2-Jul-22	10:00	2-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
2-Jul-22	20:00	3-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
3-Jul-22	10:00	3-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
3-Jul-22	20:00	4-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
4-Jul-22	2:00	4-Jul-22	2:45	Extra Hours: Mo	4630 EOS Premium		0.75
4-Jul-22	10:00	4-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
4-Jul-22	20:00	5-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
5-Jul-22	10:00	5-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
5-Jul-22	20:00	6-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
6-Jul-22	10:00	6-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
6-Jul-22	20:00	7-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
7-Jul-22	10:00	7-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
7-Jul-22	20:00	8-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
8-Jul-22	10:00	8-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
8-Jul-22	20:00	9-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
9-Jul-22	10:00	9-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
9-Jul-22	20:00	10-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
10-Jul-22	10:00	10-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
10-Jul-22	20:00	11-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
11-Jul-22	10:00	11-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
11-Jul-22	20:00	12-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
12-Jul-22	10:00	12-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
12-Jul-22	20:00	13-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
13-Jul-22	10:00	13-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
13-Jul-22	20:00	14-Jul-22	2:00	Montrose/Wave	4630 Sheriff Gener		6.00
14-Jul-22	10:00	14-Jul-22	20:00	Montrose/Wave	4620 Sheriff Gener		10.00
14-Jul-22	16:30	14-Jul-22	20:00	Montrose/Wave	4610 Sheriff Gener		3.50
14-Jul-22	20:00	14-Jul-22	23:00	Montrose/Wave	4630 Sheriff Gener		3.00
14-Jul-22	20:00	14-Jul-22	23:15	Extra Hours: Mo	4620 EOS Premium		3.25
14-Jul-22	20:00	14-Jul-22	22:15	Extra Hours: Mo	4630 EOS Premium		2.25

14-Jul-22	23:00	15-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	3.00
15-Jul-22	10:00	15-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
15-Jul-22	20:00	16-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
16-Jul-22	10:00	16-Jul-22	16:00 Montrose/Wave	4620 Sheriff Gener	6.00
16-Jul-22	16:00	16-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	4.00
16-Jul-22	20:00	17-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
17-Jul-22	10:00	17-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
17-Jul-22	20:00	18-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
18-Jul-22	10:00	18-Jul-22	17:00 Montrose/Wave	4620 Sheriff Gener	7.00
18-Jul-22	17:00	18-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	3.00
18-Jul-22	20:00	19-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
19-Jul-22	10:00	19-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
19-Jul-22	20:00	20-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
20-Jul-22	10:00	20-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
20-Jul-22	20:00	21-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
21-Jul-22	10:00	21-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
21-Jul-22	20:00	22-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
21-Jul-22	20:00	21-Jul-22	22:00 Extra Hours: Mo	4620 EOS Premium	2.00
22-Jul-22	10:00	22-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
22-Jul-22	20:00	23-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
23-Jul-22	10:00	23-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
23-Jul-22	20:00	24-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
24-Jul-22	10:00	24-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
24-Jul-22	20:00	25-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
25-Jul-22	10:00	25-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
25-Jul-22	20:00	26-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
26-Jul-22	10:00	26-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
26-Jul-22	20:00	27-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
27-Jul-22	10:00	27-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
27-Jul-22	20:00	28-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
28-Jul-22	10:00	28-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
28-Jul-22	20:00	29-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
29-Jul-22	10:00	29-Jul-22	16:00 Montrose/Wave	4620 Sheriff Gener	6.00
29-Jul-22	16:00	30-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	10.00
30-Jul-22	10:00	30-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
30-Jul-22	20:00	31-Jul-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00
31-Jul-22	10:00	31-Jul-22	20:00 Montrose/Wave	4620 Sheriff Gener	10.00
31-Jul-22	20:00	1-Aug-22	2:00 Montrose/Wave	4630 Sheriff Gener	6.00

TOTAL: 507.75



Monthly Activity Report Montrose Fire Department

Prepared and Presented by
Kevin Triplett – Fire Chief



Period: 07/01/2022 thru 07/31/2022 (JULY)

CALLS

Total Calls: 22

of Calls JULY 2021 = 23

EMS Calls: 17

2021 vs 2022 (2022 = -1)

Other Calls:

- 07/26 - #22184 – Weather Standby (Montrose)
- 07/20 - #22178 – Grill/Grease Fire (Montrose)
- 07/18 - #22177 – CO Alarm / High reading(s) (Montrose)
- 07/10 - #22172 – Gas leak (Montrose)
- 07/06 - #22167 – Gas Leak (Montrose)

Total calls to Date 2022 – 186

2021 vs 2022 (2022 = + 20)

Total calls this time in 2021 - 166

Call Districts

Montrose City: 17

Franklin Township: 1

Marysville Township: 2

Woodland Township: 2

Other: 0

TRAINING:

07/05/2022 – Truck Maintenance/Staff Meeting

07/19/2022 – Map reading (Officers)

Other Activities, Special Mention, Etc.

07/02/2022 – Delano Waterball Tournament (Stoll, Paradeise & DeWitte)

07/04/2022 – Delano 4th of July parade (Von Thoma)

07/10/2022 – Waverly Dayz Parade (DeWitte)

07/11/2022 – City Council Meeting

Throughout the month – Construction Meetings (Triplett, M. Marketon & Co-Co)

SPECIAL INFO

- The old DNR surplus generator was returned to the MN DNR (07/28/2022)
- Justin Phillips decided to step down as a Captain effective 07/01/2022 – Justin will be remaining on the Fire Department as a Firefighter

Acknowledgments

- Thank you to Justin Phillips for serving as a Captain with the Montrose Fire Department for the past year and a half.

City of Montrose
 Economic Development Authority Meeting
 311 Buffalo Avenue South
 Montrose, MN 55363
 Tuesday, July 19, 2022
 12:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Economic Development Authority (EDA) met in Regular Session on Tuesday, July 19, 2022 at 12:00 p.m.

Council Member Marszalek called the meeting to order at 12:00 p.m.

2. ROLL CALL

Present: EDA President Tom Marszalek
 EDA Member Sonya Tourville
 Mayor Kirby Moynagh via Zoom

Staff Present: Mr. Michael Sommerfeld, City Clerk/Treasurer
 Ms. Jessica Bonniwell, City Administrator

Absent: EDA Member Matt Smith
 EDA Member Robb Kirkpatrick

3. APPROVAL OF AGENDA

EDA Member Tourville motioned to approve the agenda as written. EDA President Marszalek seconded the motion. Motion carried 3-0.

4. APPROVAL OF MINUTES

A. April 19, 2022 Economic Development Authority Meeting Minutes

EDA Member Tourville motioned to approve the April 19, 2022 Economic Development Authority Meeting Minutes as written. EDA President Marszalek seconded the motion. Motion carried 3-0.

5. TREASURER'S REPORT

A. Economic Development Authority Fund

Mr. Sommerfeld gave an update on the Economic Development Authority Fund Balances:

Economic Development Authority - \$197,210.05

B. EDA Revolving Loan Fund – \$257,754.78

C. Economic Development Authority Accounts Payable – February 14, 2022

6. OLD BUSINESS

A. The Preserve TIF Discussion

EDA President Marszalek stated that the city has been very patient in waiting for a TIF application or update from Brummer and JP Brooks regarding The Preserve development. No additional information regarding this development has been received during the past six or seven months, and the property is being held with a

sale contract by the developer. EDA President Marszalek stated that the task at hand during this meeting is to decide if we will continue to wait for Brummer and JP Brooks to come up with a plan or TIF application for the Preserve Development. Mayor Moynagh stated he is in favor of moving onto another developer that is ready and willing to get going with a project out there as there are a few interested parties. Mayor Moynagh stated that if the Autumn Winds developer is no longer interested in the property, he knows another developer that would be interested in the property. EDA President Marszalek stated he also believes it is time for the city to move forward since the developer is either not motivated or interested in developing the project anymore. Ms. Tourville asked if Mr. Brummer and JP Brooks had been given a deadline for getting this information in to the city. Ms. Bonniwell stated that yes, Mr. Shannon Sweeney had given them a deadline many months ago to turn in the TIF application information, and that deadline has passed by several months. Mayor Moynagh asked if there was an original deadline within the sale agreement. Ms. Bonniwell stated that yes and that all of those deadlines are long passed as the contract for sale was signed back in 2020. Discussion was had regarding a deadline for the developer to respond to a termination letter. EDA President Marszalek stated that if we give them yet another deadline, it will drag this out for many more months, and could lose the Autumn Winds developer in the meantime. Ms. Bonniwell stated that Brummer has been given ample time to contact the city to ask for an extension or update the status of the TIF district, and no contact has been made.

EDA President Marszalek motioned to have City Attorney draft letter based on non-compliance with sale agreement to terminate the sale and return any money being held. Mayor Moynagh seconded the motion. Motion carried 3-0.

B. Development Updates

Ouverson Development – Ms. Bonniwell stated that city staff is waiting for them to come in and pay the associated fees and sign the Developer Agreement. The developers are working on getting the money together to pay the fees and then will be in to sign the agreement and start building.

Northridge Development – Ms. Bonniwell stated the city is waiting for the engineers to approve the Line of Credit numbers received from the developer and then will be able to finalize the agreement and come in and sign and move forward with building.

Creekside Hollow Development – EDA President Marszalek stated the developer is asking for the city to help pay for 2/3 of a box culvert to complete the crossing over the creek in that development and that the city is not willing to pay for those development costs as the crossing will need to be completed in order to build any homes on the west side of the creek and is a benefit to the developer to put in that crossing.

South Ridge Development – Ms. Bonniwell stated that staff has received some early concept plans from LGI regarding the South Ridge Development. EDA President Marszalek stated that this development will be contingent on the status of the Waste Water Treatment Plant since the city is so close to capacity before an upgrade is completed.

C. EV Charging Station Update

EDA President Marszalek stated that several attempts have been made to contact this group for a possible EV Charging Station/Strip Mall business development, but he has been unable to make contact.

7. NEW BUSINESS

A. Apartment Development

Mayor Moynagh stated he has a contact that is hoping to expand his apartment development portfolio and is interested in Montrose as a location. Mayor Moynagh stated that this developer has done apartments as well as attached townhomes and other similar designs. Mayor Moynagh stated he has discussed this possibility with a developer and to add businesses into the design of the apartments. EDA President Marszalek asked what the EDA thought of the possibility. EDA Member Tourville stated that it would depend on what kind of apartments this developer is planning as she would not want Section-8 Housing or other low-income housing at this time. EDA President Marszalek stated that St. Michael is developing apartments that look like nice apartments and the type they would like to see in town. EDA President Marszalek stated that people wanting to live in apartments also want to live places with more amenities, which Montrose does not currently offer and would these people be interested in living in

Montrose without additional businesses and amenities for new residents. EDA Member Tourville stated that the EDA needs to do what is best for the community, and think about how to responsibly grow the community. EDA President Marszalek stated that apartments usually appeal to either younger people that cannot yet afford a house, or older seniors looking to downsize. EDA Member Tourville stated that if apartments will be going in, she would rather see them be senior housing. Mayor Moynagh agreed with that and stated that was the original concept for the Preserve. Ms. Bonniwell stated there is an unfinished development at Meadow Brook that was originally planned to be different levels of senior living, including an apartment complex for assisted living, but was never completed. EDA President Marszalek summarized the EDA feelings that they would like to see either higher end apartments, or senior living apartments.

B. Attracting Businesses to Montrose Discussion

EDA President Marszalek stated trying to attract businesses to Montrose is an ongoing battle and little progress has been made on this front. Ms. Bonniwell stated she gave a bunch of EDA brochures to Wright County Economic Development Partnership for an event they are hosting in September to be put in swag bags. EDA Member Tourville asked if the Wright County EDA has people looking for locations to open businesses and Ms. Bonniwell stated that the Partnership sends out feelers if a business is looking for a location in Wright County. Ms. Bonniwell stated that perhaps Council Member Paradeise might be a valuable asset to try to help attract businesses because of his business environment and being in sales and should maybe attend a future EDA meeting. EDA Member Tourville stated that she enjoys the small town and just makes arrangements to go to Buffalo or Delano to get groceries and other goods since she knows they are not available in town. EDA Member Tourville stated that she was not sure that businesses coming into town would have enough traffic to be profitable and unsure if more people would want to go out to eat and do things in town if those types of businesses were available. Ms. Bonniwell stated that she thinks there is a population of people in town that would be interested in new businesses and restaurants in town. EDA Member Tourville stated some type of fast-food restaurant would likely do well because of the businesses we have in town that would use that restaurant for lunch breaks since the gas stations cannot seem to keep up.

8. NEXT MEETING

A. Tuesday, August 16, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room

9. ADJOURNMENT

EDA President Marszalek motioned to adjourn the Economic Development Authority Meeting at 12:54 p.m. EDA Member Tourville seconded the motion. Motion carried 3-0.

Council Member Tom Marszalek
President
City of Montrose Economic Development Authority

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
 Planning and Zoning Commission Meeting
 Montrose Community Center
 200 Center Avenue South
 Wednesday, July 13, 2022
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Planning and Zoning Commission met in Regular Session on Wednesday, July 13, 2022 at 7:00pm.

Planning and Zoning Commission Chair, Mr. Charles Smallwood, called the meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Commissioner Charles Smallwood
 Commissioner Catherine Neiberger
 Commissioner Sylvia Henry
 Commissioner Roger Fraumann
 City Council Liaison David Paradeise

Absent: Commissioner Shawn Cuff

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Bob Kirmis, City Planner

3. PLEDGE OF ALLEGIENCE

The Pledge of Allegiance was taken.

4. APPROVAL OF THE AGENDA

Commissioner Neiberger motioned to approve the July 13, 2022 Planning and Zoning Meeting Agenda. Commissioner Henry seconded the motion. Motion carried 4-0.

5. APPROVAL OF THE MINUTES

A. May 18, 2022 Planning and Zoning Commission Meeting Minutes

Commissioner Henry motioned to approve the May 18, 2022 Planning and Zoning Commission Meeting Minutes. Commissioner Fraumann seconded the motion. Motion carried 4-0.

B. June 8, 2022 Planning and Zoning Commission Meeting Minutes

Commissioner Henry motioned to approve the June 8, 2022 Planning and Zoning Commission Meeting Minutes. Commissioner Neiberger seconded the motion. Motion carried 4-0.

6. PUBLIC HEARING

- A. To Consider a Zoning Code Amendment to Chapter 1020-2: Fencing/Screening/Landscaping, related to Residential Fences

Commissioner Henry motioned to close the Planning and Zoning Meeting and Open the Public Hearing at 7:03 p.m. Commissioner Fraumann seconded the motion. Motion carried 4-0.

Mr. Kirmis went through the updated report as follows:

There are two particular clauses that have been raised by staff as being at issue in recent fence requests as follows:

- 1) Requirements related to boundary line fences, and the provisions requiring neighbor “sign-off” on a boundary line fence less than 2 feet from the common property line. This can be burdensome for many, particularly in instances where neighbors are not getting along. Without the neighbor’s agreement, the fence-building resident effectively gives up access to 2 feet of his/her property.

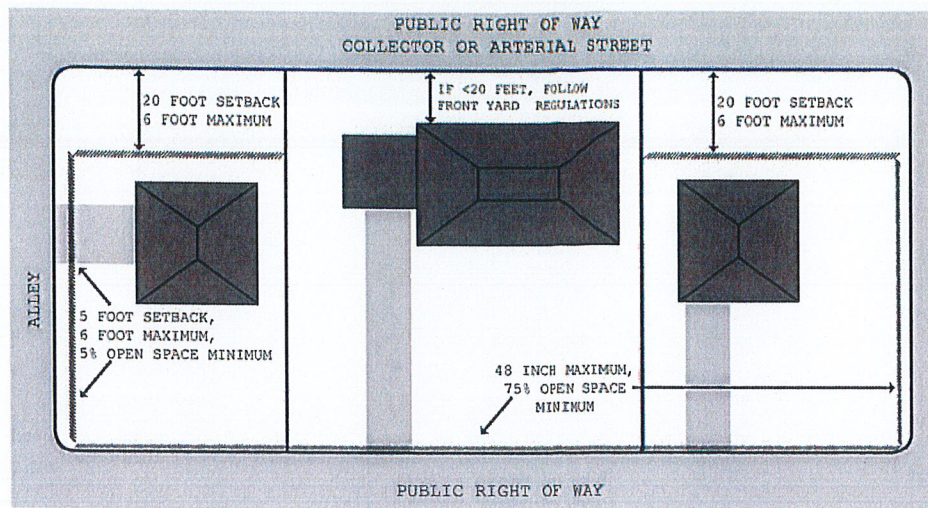
Staff would prefer a blanket change that eliminates this clause, and instead allows fences constructed of “no or low-maintenance” materials (such as coated steel, vinyl, etc.) to be built with a fence permit, and proof of property line location via surveyor’s marking. The alternative for fences that require maintenance (such as wood materials) would maintain the 2-foot setback to accommodate that maintenance.

- 2) Side yard fencing on corner lots. The current regulations require that the side yards of corner lots be treated as front yards for fence height, opacity, and setback purposes. This means that a property owner on a corner lot who wishes to enclose their rear yard with a privacy fence could only do so while leaving the 25 feet closest to the side street outside the fenced-in area. Most residents prefer to enclose as much of their back yards as possible.

A recommended text change would propose that in side yards on corner lots (or rear yards on through lots), a fence of up to 6 feet in height could be constructed so long as it meets a 10-foot setback (rather than the current 25 feet). It is noted here that an open 4-foot fence can currently be constructed up to the property/right-of-way line. This allowance would not change.

The Planning Commission asked for information on surrounding communities’ treatment of this issue.

- i. In Buffalo, where building setbacks from public right of way are generally 30 feet, the allowance for rear yard fences on through lots is 6 feet with a 20-foot setback. Buffalo does not have an allowance for taller fences adjoining side yards on corner lots. Their code makes an allowance for yards that adjoin alleys. A visual depiction of this is shown below:



- ii. In Monticello, the code permits side or rear fences abutting a public right of way to be up to 7 feet in height (exceeding their typical 4-foot-high front yard fence), with a requirement that such fences be set back at least 6 feet and include additional landscaping in that 6-foot set back area.
- iii. In Delano, the code permits side or rear fences on corner lots abutting a public right-of-way to be up to 6 feet in height, with a setback of at least 10 feet from the property/right-of-way line, and provided they are behind the front building line of the home.

As an additional comment, some communities (Monticello is an example) have increased their fence height allowances in side and rear yards to 7 feet, over the prior requirement of 6 feet. This tracks with the Building Code changes that create an exemption from building permit requirements for fences of that 7-foot height – the prior standard was 6 feet. This further avoids disputes over 6-foot fences that occasionally exceed that height due to variations in the ground level at the bottom of the fence.

In sum, the decision points on side/rear yard fences adjoining a public right-of-way are as follows:

- A. Should the City permit taller fences in these areas on corner or through lots?

The draft materials attached include this permission.

- B. If so, should the taller fence be located behind the rear building line of the home, or behind the front building line of the home?

The draft materials attached suggest the rear building line.

- C. How tall should the fence be allowed to be?

The draft materials suggest 6 feet, consistent with the current maximum fence height in rear yards.

- D. What setback from the public right of way should the fence maintain?

The draft materials suggest 10 feet, reduced from the current 25 feet.

- E. Should the rear-yard fence height be kept at 6 feet, or increased to 7 feet?

This amendment could be made if preferred by the Planning Commission.

The draft ordinance is as follows:

1020-2: FENCES: Fences shall be permitted in all yards subject to the following:

A. Permit Required: No person except on a farm and related to agricultural uses, but not including hobby farms, shall construct any fence without first making an application for and securing an administrative permit for fences not exceeding six feet (6') in height, and a building permit for fences exceeding six feet (6') in height.

B. Locations; Boundary Line Fences:

1. A fence that requires periodic maintenance shall be located no closer than two feet (2') from any side or rear yard lot line on the property of the person constructing said fence. An exception to this may be allowed by administrative fence permit provided that ~~an agreement addressing construction, maintenance, and repair responsibilities, as well as trespass rights, is established between the adjoining property owners and said agreement is determined acceptable to the City Attorney and filed with the Wright County Recorder against the titles of the respective properties. The fence agreement shall provide for amendment or cancellation only upon written approval from the Zoning Administrator~~ the proposed fence is constructed of maintenance free materials (vinyl, vinyl-coated steel, metal with a durable finish, etc.), and is located entirely upon the property of the fence permit applicant, verified by a certificate of survey.
2. A fence that is maintenance free, such as a chain link of steel, plastic or vinyl, and is acceptable as such to the zoning administrator, may be constructed up to the side or rear yard property line, with submission of a certificate of survey to verify the location of the fence.
3. The City may require the owner of the property upon which a fence now exists, or may require any applicant for a fence permit to establish the boundary lines of the property by a survey thereof to be made by any land surveyor.
4. No fences shall be placed on or extend into public rights of way or onto public property.

C. Construction and Maintenance:

1. Every fence shall be constructed in a substantial, workmanlike manner and of substantial material reasonably suited for the purpose for which the fence is proposed to be used. Every fence shall be maintained in a condition of reasonable repair and shall not be allowed to become and remain in a condition of disrepair or danger, or constitute a nuisance, public or private. Any such fence which is, or has become dangerous to the public safety, health or welfare, is a public nuisance, and the Zoning Administrator shall commence proper proceedings for the abatement thereof.
2. That side of any fence considered to be its "face" (i.e., the finished side having no structural supports) shall face abutting property or street right-of-way.
3. Electric fences shall only be permitted in the UR District when related to agriculture, and on farms in other districts when related to agricultural purposes, but not as boundary fences.
4. Barbed wire fences shall only be permitted on farms related to agriculture except as provided for by Section 1020-2.H.3 of this Ordinance.

D. Solid Walls: Solid walls up to eight feet (8') in height that are not part of buildings may be constructed and maintained only within the buildable area of a lot.

E. Traffic Sight Visibility Triangle: On corner lots, no fence or screen shall be permitted within the traffic sight visibility triangle specified by Section 1016-7 of this Ordinance.

F. Residential Fencing and Screening:

1. Except as provided herein, fences shall be at least five percent (5%) open for passage of air, light, and drainage.

2. Except as provided herein, fences may not exceed six feet (6') in height. Montrose Zoning Ordinance 1020-2

3. Fences extending across front yards ~~and side~~ yards abutting a public right-of-way shall not exceed forty-eight inches (48") in height and shall be at least seventy five percent (75%) open space for passage of air and light and shall conform to the traffic visibility triangle requirements of Section 1016-7 of this Ordinance.

4. Fences extending across side yards adjoining a public right-of-way on corner lots, or across a rear yard on through lots, shall meet the following requirements:

a. Such fence may be constructed to a height of six feet.

b. The fence shall be located behind the rear building line of the principal structure.

c. The fence shall be located no closer than 10 feet from the public right-of-way line.

d. The fence may be constructed as a solid fence for screening purposes, and shall be exempt from the open space requirements in Section 1020-2 F.3. above. Notwithstanding this exemption, the traffic visibility requirements of that Section shall continue to apply.

Mr. Kirmis stated that staff is recommending the draft amendment that is outlined in the packet for the meeting.

No members of the public were present for comment at the meeting.

Commissioner Henry motioned to close the Public Hearing and Open the Planning and Zoning Meeting. Commissioner Fraumann seconded the motion. Motion carried 4-0.

Discussion between Commission Members took place regarding the proposed ordinance changes. Commissioner Fraumann asked if every property in Montrose have property markers around their property. Ms. Bonniwell stated that markers should be present at properties, but have been illegally removed over the years, especially for some of the older properties around town. Ms. Bonniwell stated this is why the city would want all property owners that want to install a fence to obtain a survey or have the property lines found and marked otherwise. Ms. Bonniwell stated that once the ordinance is passed, the city will be having Metro West Inspection Services inspect all fences and property line information so city staff is not responsible for the placement of the fence. Ms. Bonniwell stated this ordinance update will no longer allow neighbors to sign off on property line fences, as long as they are maintenance free or the fence will need to be set-back two feet. Ms. Neiberger asked if the ordinance change will allow a seven-foot fence to be placed in the residential district. Ms. Bonniwell stated that the state has recently changed their building code to allow a fence to be up to seven feet without requiring a building permit and still just needing an administrative fence permit. The Commissioners stated they would be in favor of keeping the fence height at six-feet. Ms. Neiberger shared her concerns about allowing a seven-foot fence regarding people trying to increase the height of their already existing six-foot fence by adding chicken wire or some other material to increase the height to seven feet. Mr. Kirmis stated that if they currently have a six-foot fence, it would need to stay that way unless they pulled a permit to change their fence and install a taller fence. Ms. Bonniwell stated that it would be up to the commission to make a recommendation to stay with six feet or increase to allowing seven-foot fences. Ms. Neiberger stated she did agree with the set-back of 10 feet from the public right-of-way line, reduced from 25 feet. Mr. Kirmis stated that the higher fence would need to be located behind the rear building line, and not encroach into the front yard, or past that rear building line. Ms. Neiberger asked about having different types of fences next to each other if maintenance free fences will be allowed to be on the property line. Ms. Bonniwell stated that is currently the case all over towns and neighbors have worked together to complete maintenance and put fencing in their yards. Mr. Paradise stated he has seen where there is an existing

wood fence and the neighbor wants to put a chain-link fence, and the neighbor will just meet the wood fence at the corner and the neighbor would share the wood fence as the fence line and not lay chain-link against the wood fence. Mr. Kirmis stated this is an issue for property owners to handle without the city being involved with how they will work with their neighbors to complete fencing. Ms. Neiberger stated she did not agree with the two-foot set-back for fences that require maintenance and believes all fences should be right on the property line.

Commissioner Fraumann motioned to approve recommendation to Council to adopt the draft ordinance as written. Commissioner Neiberger seconded the motion. Motion carried 4-0.

7. OLD BUSINESS

No old business.

8. NEW BUSINESS

A. Updates from City Planner

Mr. Kirmis stated that the city has received an application for a Preliminary Plat for the Creekside Hollow Development, which is just to the south of Cole Avenue and the Forest Creek Development.

9. NEXT MEETING

- A. Wednesday, August 10, 2022 to be held at the Montrose Community Center – 7:00 p.m.
PUBLIC HEARING for Preliminary Plat**

10. ADJOURNMENT

Commissioner Henry motioned to adjourn the meeting at 7:44 p.m. Commissioner Fraumann seconded the motion. Motion carried 4-0.

Charles Smallwood
Planning and Zoning Chair
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

**NORTHWEST ASSOCIATED CONSULTANTS, INC.**

4150 Olson Memorial Highway, Ste. 320, Golden Valley, MN 55422
Telephone: 763.957.1100 Website: www.nacplanning.com

MEMORANDUM

TO: Mayor Moynagh and Montrose City Council

FROM: Stephen Grittman

DATE: August 2, 2022

MEETING DATE: August 8, 2022

RE: Montrose – Fence Regulations

FILE NO: 273.02

STAFF RECOMMENDATION AND COUNCIL ACTION:

Staff recommends adoption of the following:

A motion to adopt Ordinance No. _____, amend the City's Fence regulations to allow taller fences in side yards on corner lots; and amending requirements for boundary line fences to allow such fences without neighbor approval, but adding "maintenance free" construction for boundary line fences within 2 feet of the property line.

BACKGROUND

This memorandum forwards a proposed amendment to the City's fence regulations which the Planning Commission reviewed and recommended, following a public hearing on the proposal at their July, 2022 meeting. A copy of the fence section of the zoning ordinance is attached to this memorandum, with redlined suggestions for changes. We have also included a formal ordinance with the changes that would be made if these recommendations are adopted. There are two particular clauses that have been raised by staff as being at issue in recent fence requests as follows:

1. Requirements related to boundary line fences, and the provisions requiring neighbor "sign-off" on a boundary line fence less than 2 feet from the common

property line. This can be burdensome for many, particularly in instances where neighbors are not getting along. Without the neighbor's agreement, the fence-building resident effectively gives up access to 2 feet of his/her property.

Staff would prefer a blanket change that eliminates this clause, and instead allows fences constructed of "no or low-maintenance" materials (such as coated steel, vinyl, etc.) to be built with a fence permit, and proof of property line location via surveyor's marking. The alternative for fences that require maintenance (such as wood materials) would maintain the 2 foot setback to accommodate that maintenance.

The redline changes for this section are found in the attached ordinance language in 1020-2 B.1 and B.2.

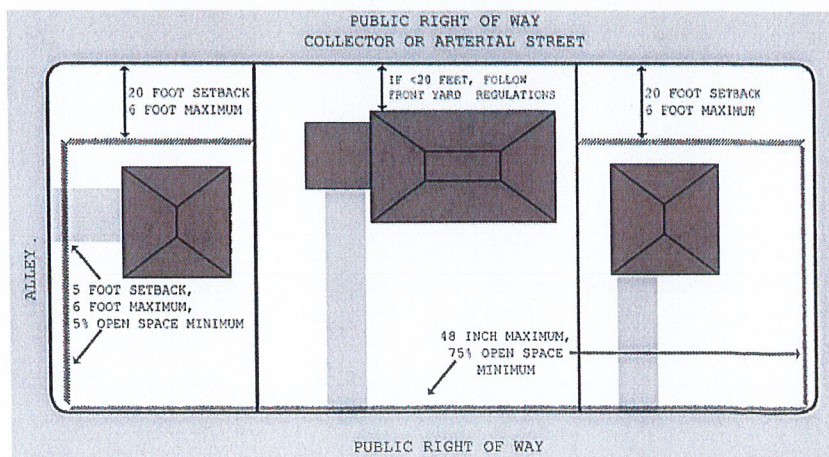
2. Side yard fencing on corner lots. The current regulations require that the side yards of corner lots be treated as front yards for fence height, opacity, and setback purposes. This means that a property owner on a corner lot who wishes to enclose their rear yard with a privacy fence could only do so while leaving the 25 feet closest to the side street outside the fenced-in area. Most residents prefer to enclose as much of their back yards as possible.

A recommended text change would propose that in side yards on corner lots (or rear yards on through lots), a fence of up to 6 feet in height could be constructed so long as it meets a 10 foot setback (rather than the current 25 feet). It is noted here that an open 4 foot fence can currently be constructed up to the property/right-of-way line. This allowance would not change.

The Planning Commission asked for information on surrounding communities treatment of this issue.

- a. In Buffalo, where building setbacks from public right of way are generally 30 feet, the allowance for rear yard fences on through lots is

6 feet with a 20 foot setback. Buffalo does not have an allowance for taller fences adjoining side yards on corner lots. Their code may allow an allowance for yards that adjoin alleys. A visual depiction of this is shown here.



- b. In **Monticello**, the code permits side or rear fences abutting a public right of way to be up to 7 feet in height (exceeding their typical 4-foot high front yard fence), with a requirement that such fences be set back at least 6 feet and include additional landscaping in that 6 foot set back area.
- c. In **Delano**, the code permits side or rear fences on corner lots abutting a public right-of-way to be up to 6 feet in height, with a setback of at least 10 feet from the property/right-of-way line, and provided they are behind the front building line of the home.

As an additional comment, some communities (Monticello is an example) have increased their fence height allowances in side and rear yards to 7 feet, over the prior requirement of 6 feet. This tracks with the Building Code changes that create an exemption from building permit requirements for fences of that 7 foot height – the prior standard was 6 feet. This further avoids disputes over 6-foot fences that occasionally exceed that height due to variations in the ground level at the bottom of the fence.

In sum, the decision points on side/rear yard fences adjoining a public right-of-way are as follows:

- A. Should the City permit taller fences in these areas on corner or through lots?
The draft materials attached include this permission.
- B. If so, should the taller fence be located behind the rear building line of the home, or behind the front building line of the home?
The draft materials attached suggest the rear building line.
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The draft materials suggest 6 feet, consistent with the current maximum fence height in rear yards.
- D. What setback from the public right of way should the fence maintain?
The draft materials suggest 10 feet, reduced from the current 25 feet.
- E. Should the rear-yard fence height be kept at 6 feet, or increased to 7 feet?
This amendment could be made if preferred by the Planning Commission.

SUMMARY.

As noted, the Planning Commission reviewed this amendment, conducted a public hearing on July 13th, and recommended approval of the proposed ordinance.

1020-2: FENCES: Fences shall be permitted in all yards subject to the following:

A. Permit Required: No person except on a farm and related to agricultural uses, but not including hobby farms, shall construct any fence without first making an application for and securing an administrative permit for fences not exceeding six feet (6') in height, and a building permit for fences exceeding six feet (6') in height.

B. Locations; Boundary Line Fences:

1. A fence that requires periodic maintenance shall be located no closer than two feet (2') from any side or rear yard lot line on the property of the person constructing said fence. An exception to this may be allowed by administrative fence permit provided that ~~an agreement addressing construction, maintenance, and repair responsibilities, as well as trespass rights, is established between the adjoining property owners and said agreement is determined acceptable to the City Attorney and filed with the Wright County Recorder against the titles of the respective properties. The fence agreement shall provide for amendment or cancellation only upon written approval from the Zoning Administrator~~ the proposed fence is constructed of maintenance free materials (vinyl, vinyl-coated steel, metal with a durable finish, etc.), and is located entirely upon the property of the fence permit applicant, verified by a certificate of survey.
2. A fence that is maintenance free, such as a chain link of steel, plastic or vinyl, and is acceptable as such to the zoning administrator, may be constructed up to the side or rear yard property line, with submission of a certificate of survey to verify the location of the fence.
3. The City may require the owner of the property upon which a fence now exists, or may require any applicant for a fence permit to establish the boundary lines of the property by a survey thereof to be made by any land surveyor.
4. No fences shall be placed on or extend into public rights of way or onto public property.

C. Construction and Maintenance:

1. Every fence shall be constructed in a substantial, workmanlike manner and of substantial material reasonably suited for the purpose for which the fence is proposed to be used. Every fence shall be maintained in a condition of reasonable repair and shall not be allowed to become and remain in a condition of disrepair or danger, or constitute a nuisance, public or private. Any such fence which is, or has become dangerous to the public safety, health or welfare, is a public nuisance, and the Zoning Administrator shall commence proper proceedings for the abatement thereof.
2. That side of any fence considered to be its "face" (i.e., the finished side having no structural supports) shall face abutting property or street right-of-way.
3. Electric fences shall only be permitted in the UR District when related to agriculture, and on farms in other districts when related to agricultural purposes, but not as boundary fences.

4. Barbed wire fences shall only be permitted on farms related to agriculture except as provided for by Section 1020-2.H.3 of this Ordinance.

D. Solid Walls: Solid walls up to eight feet (8') in height that are not part of buildings may be constructed and maintained only within the buildable area of a lot.

E. Traffic Sight Visibility Triangle: On corner lots, no fence or screen shall be permitted within the traffic sight visibility triangle specified by Section 1016-7 of this Ordinance.

F. Residential Fencing and Screening:

1. Except as provided herein, fences shall be at least five percent (5%) open for passage of air, light, and drainage.

2. Except as provided herein, fences may not exceed six feet 6' in height. Montrose Zoning Ordinance 1020-2

3. Fences extending across front yards ~~and side yards~~ abutting a public right-of-way shall not exceed forty-eight inches (48") in height and shall be at least seventy five percent (75%) open space for passage of air and light and shall conform to the traffic visibility triangle requirements of Section 1016-7 of this Ordinance.

4. Fences extending across side yards adjoining a public right-of-way on corner lots, or across a rear yard on through lots, shall meet the following requirements:

a. Such fence may be constructed to a height of six feet.

b. The fence shall be located behind the rear building line of the principal structure.

c. The fence shall be located no closer than 10 feet from the public right-of-way line.

d. The fence may be constructed as a solid fence for screening purposes, and shall be exempt from the open space requirements in Section 1020-2 F.3. above. Notwithstanding this exemption, the traffic visibility requirements of that Section shall continue to apply.

G. Swimming Pool Protection:

1. All in-ground pools regardless of capacity and all aboveground swimming pools that exceed five thousand (5,000) gallons shall require a building permit before installation.

2. Each application for a building permit (to construct a swimming pool) shall be accompanied by plans of sufficient detail to illustrate:

a. The proposed location of the pool and its relationship to the principal building on the lot.

b. The size of the pool.

- c. Fencing and other fixtures existing and proposed on the lot, including utility location and trees.
- d. The location, size, and types of equipment to be used in connection with the pool, including, but not limited to, filter unit, pump fencing, and the pool itself.
- e. The requirements contained in Sections 1020.G.2 and 1020.G.3 of this Ordinance will be satisfied including submission and approval of a site plan.

3. All swimming pools for which a permit is required shall be provided with safeguards to prevent children from gaining uncontrolled access. This can be accomplished with fencing, screening or other enclosure, or any combination thereof, of sufficient density as to be impenetrable. If fences are employed, they shall be at least four feet (4') in height. The bottoms of the fences shall not be more than four inches (4") from the ground nor shall any open space in the fence be more than four inches (4"). Fences shall be of a non-corrosive material and shall be constructed as to be not easily climbable. All fence openings or points of entry into the pool enclosure shall be equipped with gates or doors. All gates or doors to swimming pools shall be equipped with self-closing and self-latching devices placed at a sufficient height so as to be inaccessible to all small children. The fencing requirements of this Section need only be provided around the means of access on aboveground pools which have four feet (4') high, vertical or outward inclined side walls. Prior to filling the pool, the Montrose Zoning Ordinance 1020-3 approved fence and/or screen shall be completely in place and inspected and approved by the City Building Official.

4. In all residential districts, swimming pools shall be set back ten feet (10') from all adjoining lots and, except for fences and pump enclosures, shall be located at least ten feet (10') away from any other building or structure on the same lot and shall not be located within a drainage or utility easement. Swimming pools shall not be permitted in a front yard or in the area between the street right-of-way and the minimum required building side yard setback line.

H. Business and Industrial Fencing:

- 1. No fence shall be allowed in the front yard of a business use except by conditional use permit.
- 2. Except in a required front yard, business and industrial fences may be erected up to eight feet (8') in height. Fences in excess of eight feet (8'), not located in a required front yard, shall require a conditional use permit.
- 3. Business and industrial fences with barbed wire security arms shall be erected a minimum of six feet (6') in height (measured without the security arm). The security arm shall be angled in such a manner that it extends only over the property of the permit holder and does not endanger the public. Security fencing shall be prohibited within a required front yard or when located along a property line abutting a residential use.

I. Special Purpose Fences: Fences for special purposes and fences differing in construction, height or setback that are not constructed within a required front yard may be permitted in any district as a conditional use permit subject to Chapter 1005 of this Ordinance.

**ORDINANCE NO. 2022-06
CITY OF MONTROSE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

AN ORDINANCE AMENDMENT TO CHAPTER 1020-2 OF THE ZONING ORDINANCE OF THE CITY OF MONTROSE, RELATED TO FENCE HEIGHT AND CONSTRUCTION

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONTROSE THAT THE FOLLOWING CHAPTER AND SECTIONS OF THE ZONING ORDINANCE ARE AMENDED TO READ AS FOLLOWS:

Section 1. Chapter 1020-2 B. is amended to read as follows:

1020-2: FENCES: Fences shall be permitted in all yards subject to the following:

B. Locations; Boundary Line Fences:

1. A fence that requires periodic maintenance shall be located no closer than two feet (2') from any side or rear yard lot line on the property of the person constructing said fence. An exception to this may be allowed by administrative fence permit provided that the proposed fence is constructed of maintenance free materials (vinyl, vinyl-coated steel, metal with a durable finish, etc.), and is located entirely upon the property of the fence permit applicant, verified by a certificate of survey.
2. A fence that is maintenance free, such as a chain link of steel, plastic or vinyl, and is acceptable as such to the zoning administrator, may be constructed up to the side or rear yard property line, with submission of a certificate of survey to verify the location of the fence.
3. The City may require the owner of the property upon which a fence now exists, or may require any applicant for a fence permit to establish the boundary lines of the property by a survey thereof to be made by any land surveyor.
4. No fences shall be placed on or extend into public rights of way or onto public property.

Section 2. Chapter 1020-2 F. is amended to read as follows:

F. Residential Fencing and Screening:

1. Except as provided herein, fences shall be at least five percent (5%) open for passage of air, light, and drainage.
2. Except as provided herein, fences may not exceed six feet (6') in height.
Montrose Zoning Ordinance 1020-2
3. Fences extending across front yards abutting a public right-of-way shall not exceed forty-eight inches (48") in height and shall be at least seventy five percent (75%) open space for passage of air and light and shall conform to the traffic visibility triangle requirements of Section 1016-7 of this

Ordinance.

4. Fences extending across side yards adjoining a public right-of-way on corner lots, or across a rear yard on through lots, shall meet the following requirements:

- a. Such fence may be constructed to a height of six feet.
- b. The fence shall be located behind the rear building line of the principal structure.
- c. The fence shall be located no closer than 10 feet from the public right-of-way line.
- d. The fence may be constructed as a solid fence for screening purposes, and shall be exempt from the open space requirements in Section 1020-2 F.3. above. Notwithstanding this exemption, the traffic visibility requirements of that Section shall continue to apply.

Section 3. This ordinance shall be effective immediately upon its passage and publication.

ADOPTED this 8th day of August 2022, by the City Council of the City of Montrose.

Robert W. Moynagh, III, Mayor

Moved by:
Seconded by:

ATTEST:

Jessica Bonniwell, City Administrator

Published:
Zoning Ordinance Updated:

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

RESOLUTION NO. 2022-26

A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ZONING ORDINANCE 2022-06: AN ORDINANCE AMENDMENT TO CHAPTER 1020-2 OF THE ZONING ORDINANCE OF THE CITY OF MONTROSE, RELATED TO FENCE HEIGHT AND CONSTRUCTION

WHEREAS, The City Council of the City of Montrose has determined the publication of the title and a summary of "Ordinance 2022-06: AN ORDINANCE AMENDMENT TO CHAPTER 1020-2 OF THE ZONING ORDINANCE OF THE CITY OF MONTROSE, RELATED TO FENCE HEIGHT AND CONSTRUCTION", finding a summary publication would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, Pursuant to Minnesota Statutes 412.191, Subdivision 4 and M.S. 331A.01, Subd. 10, the City Council may, by a four-fifths vote of its members, direct that only the title of the Ordinance and a summary be published with notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the City Offices; and,

WHEREAS, Prior to the publication of the title and summary, the City Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Montrose, Minnesota that the title and summary of "Ordinance 2022-06: AN ORDINANCE AMENDMENT TO CHAPTER 1020-2 OF THE ZONING ORDINANCE OF THE CITY OF MONTROSE, RELATED TO FENCE HEIGHT AND CONSTRUCTION" be published with notice that a printed copy of Zoning Ordinance 2022-06 is available in its entirety for inspection by any person during regular office hours at the City Offices.

BE IT FURTHER RESOLVED: the publication shall read as follows:

"On August 8, 2022 the Montrose City Council approved the reading of Ordinance 2022-06: "AN ORDINANCE AMENDMENT TO CHAPTER 1020-2 OF THE ZONING ORDINANCE OF THE CITY OF MONTROSE, RELATED TO FENCE HEIGHT AND CONSTRUCTION".

The Ordinance, in its entirety is available for review and/or photocopying during regular office hours at the City of Montrose Offices, 311 Buffalo Avenue South, Montrose Minnesota.

Ordinance 2022-06 shall be in full force and effect from and after the date of its passage (August 8, 2022) and this summary publication according to law."

The motion for the adoption of the foregoing Resolution was duly made by:

And the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted this 8th day of August, 2022.

Robert W. Moynagh, III
Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
Park & Recreation Commission
Minutes
July 11th, 2022

Pursuant to call and notice the Park & Recreation Commission met on July 11th, 2022 at 6:00 p.m. at Montrose Community Center. Those present were Commission Members Duane Isle, Toby Nelson, Kayla McCluskey, Eddie Kolasa, Michelle Otto, City Council Member David Paradeise, Deputy Clerk Cristy Gerard, City Engineer Jared Voge, Shelter Designer Mike DeVetter.

1) **CALL TO ORDER**

The meeting was called to order at 6:00 p.m. by Commission Chair Isle

2) **ROLL CALL**

3) **APPROVAL OF MEETING AGENDA**

Commissioner Otto motioned to approve the July 11th, 2022 agenda. Commissioner Kolasa seconded the motion. Motion carried 5-0.

4) **OLD BUSINESS:**

None

5) **NEW BUSINESS:**

- a) Review & Discuss The Park Shelter Plan/Quote for Regional Park & make recommendation to City Council.

Commission members discussed the pros and cons of making a recommendation for moving forward with the new park shelter. It was discussed that there is about \$260,000 in the park fund currently with another \$150,000 expected to be allocated in 2023. The matter of the matching grant for \$250,000 was also discussed and whether the City could potentially forgo the grant at this point and reapply in the future. Mr. Voge from Bolton and Menk can't be sure, but the overall thought is that we would probably not get reapproved for the grant if we were to pass at this time. It was discussed that there is a possibility that the DNR would allow The City to request an extension for the project if by 2023 we are showing progress.

The city's current budget for the park shelter is around \$500,000, and the quote from the design Mr. DeVetter brought to the Park and Recreation Commission was \$810,000. The Commission members all felt strongly that something needs to be erected at the Regional Park and reviewed cost reduction options. **Commission member Kolasa made a motion to recommend to Council to move forward with the project and to eliminate options 1, 2, and 3 from the estimate and to keep option 4. Commission member Otto seconded the motion. Motion passes 5-0.**

8. **ADJOURN**

Commissioner Kolasa motioned to adjourn the meeting at 6:25 p.m. Commissioner Otto seconded the motion. Motion carried.

**City of Montrose
Park & Recreation Commission**

Minutes
July 18, 2022

Pursuant to call and notice the Park & Recreation Commission met on July, 2022 at 5:30 p.m. at Montrose City Hall. Those present were Commission Members Duane Isle, Toby Nelson, Kayla McCluskey, Michelle Otto, City Council Liaison Nicole Andreoff and Deputy Clerk Cristy Gerard.

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Commission Chair Isle.

2. ROLL CALL

3. APPROVAL OF MEETING AGENDA

Commissioner Otto motioned to approve the July 18, 2022 agenda with the addition of item 6b) Boy Scout Event and Community Meal/National Night Out. Commissioner McCluskey seconded the motion. Motion carried 4-0-1 with Commissioner Kolasa abstaining due to being absent from the meeting.

4. APPROVAL OF JUNE 20, 2022 MEETING MINUTES

Commissioner McCluskey motioned to approve the June 20, 2022 Meeting Minutes. Commissioner Otto seconded the motion. Motion carried 4-0-1 with Commissioner Kolasa abstaining due to being absent from the meeting.

5. OLD BUSINESS

a. Review Park & Trail Plan

It was discussed that for future commission meetings a park would be chosen in advance so that members could visit said park prior to meeting and discussion. This would afford a more productive, less time-consuming opportunity to get the outdated Park & Trail Plan updated.

b. Discuss the Wright County Parks and Recreation Comprehensive Plan

Commission members agreed to study the plan more thoroughly as an example of what the county's needs and goals are for its parks.

6. NEW BUSINESS

a. Discuss Future Event Planning

The discussion of the commission's traditional upcoming events included the Halloween and Christmas Decorating Contests as well as January Skate Day. It was decided that further discussion would be deferred until the next meeting.

b. Discuss Taking Part in Upcoming Community Meal Aug 2 and Boy Scouts Event on Aug 20, 2022

The commission discussed whether or not to take part in the Community meal that is planned for National Night Out on Aug 2, 2022. Commissioner Nelson then gave

information about the upcoming Boy Scout event that is scheduled for August 20th. The commission decided to have a Parks and Rec Commission table set up at the Boy Scout event with various printouts available for residents. The printouts could include an introduction to the new commission members, information on the Adopt-A-Park program, a list of upcoming events and a description of the Parks and Rec Commission and what its goals are. Deputy Clerk Gerard agreed to send out documents to the members and commissioner McCluskey agreed to begin putting together a printout introducing the commission members. Commissioners Isle, Nelson and Otto indicated that they would be available on Aug 20 to attend the event. The community meal involvement was then tabled.

7. VISIT TO REGIONAL PARK

- a. The commission travelled to Regional Park and discussed the necessary updates to the Park and Trail plan including changes to the park as listing in the "Inventory" and "Plan Development" sections. Commissioner McCluskey agreed to bring proposed updates to the next meeting.
- b. The commission also discussed flood concerns for the proposed development of Regional Park. Members disclosed that the park regularly floods in the spring in the area where the park shelter is scheduled to be erected. The commission will need to discuss this further and decide how to proceed with getting additional information at the next meeting. The commissioners also walked the Northern section of the park and noted that there will be further grading work necessary before any proposed development of that area can be planned.
- c. The commission visited the community garden plots to see how they are arranged and how the different plots are maintained. Deputy Clerk Gerard planned to send out the Community Garden information and rules so that updates can be discussed at the next meeting and necessary decisions about implementing and enforcing new rules can be decided.
- d. It was decided by the members that commissioners would visit the next park, Lent Park, prior to the next meeting so that changes to the Parks and Trails plan can be proposed then.

8. ADJOURN

Commissioner Nelson motioned to adjourn the meeting at 6:38 pm, Commissioner McCluskey seconded the motion. Motion carried 4-0-1 with Commissioner Kolasa abstaining due to being absent from the meeting.



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

August 3, 2022

Jessica Bonniwell
City Administrator
City of Montrose
311 Buffalo Avenue South
Montrose, MN 55363

RE: 2021 Downtown Improvement Project Phase 1
City of Montrose, Minnesota
Project No.: W13.120514

Dear Jessica:

Please find enclosed Payment Estimate No. 5 for the above referenced project. The estimate includes all work completed through July 27, 2022. We have reviewed the estimate and recommend approval. If you agree, please sign and date three copies and return one with payment to Kuechle Underground, Inc. and one to me for our files.

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

Sincerely,

Bolton & Menk, Inc.

Spencer Johnson, P.E.
Project Engineer

Enclosures

Contractor's Application for Payment

Owner: <u>City of Montrose</u> Engineer: <u>Bolton & Menk, Inc.</u> Contractor: <u>Kuechle Underground</u> Project: <u>2021 Downtown Improvement Project - Phase 1</u> Contract: <u>2021 Downtown Improvement Project - Phase 1</u>	Owner's Project No.: _____ Engineer's Project No.: <u>W13.120514</u> Other Project No.: _____																																				
Application No.: <u>5</u> Application Date: <u>8/2/2022</u> Application Period: From <u>6/27/2022</u> to <u>7/27/2022</u>																																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Original Contract Price</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">5,185,007.34</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">55,399.00</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">5,240,406.34</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">2,676,310.49</td> </tr> <tr> <td colspan="3">5. Retainage</td> </tr> <tr> <td style="padding-left: 20px;">a. <u>5%</u> X <u>\$ 2,676,310.49</u> Work Completed</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">133,815.52</td> </tr> <tr> <td style="padding-left: 20px;">b. _____ X <u>\$ -</u> Stored Materials</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td style="padding-left: 20px;">c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">133,815.52</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">2,542,494.97</td> </tr> <tr> <td>7. Less previous payments (Line 6 from prior application)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,973,236.20</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">569,258.77</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">2,564,095.85</td> </tr> </table>		1. Original Contract Price	\$	5,185,007.34	2. Net change by Change Orders	\$	55,399.00	3. Current Contract Price (Line 1 + Line 2)	\$	5,240,406.34	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	2,676,310.49	5. Retainage			a. <u>5%</u> X <u>\$ 2,676,310.49</u> Work Completed	\$	133,815.52	b. _____ X <u>\$ -</u> Stored Materials	\$	-	c. Total Retainage (Line 5.a + Line 5.b)	\$	133,815.52	6. Amount eligible to date (Line 4 - Line 5.c)	\$	2,542,494.97	7. Less previous payments (Line 6 from prior application)	\$	1,973,236.20	8. Amount due this application	\$	569,258.77	9. Balance to finish, including retainage (Line 3 - Line 4)	\$	2,564,095.85
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																																					
Contractor: <u>Kuechle Underground Inc.</u> Signature: <u>[Signature]</u> Date: <u>8-3-2022</u> Name: <u>Brandon Kuechle</u> Title: <u>Project Manager</u>																																					
Recommended by Engineer By: <u>[Signature]</u> Name: <u>Jared Voge, P.E.</u> Title: <u>City Engineer</u> Date: <u>08/03/2022</u>	Approved by Owner By: _____ Name: _____ Title: _____ Date: _____																																				

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose							Owner's Project No.:			
Engineer:	Bolton & Menk, Inc.							Engineer's Project No.:		W13.120514	
Contractor:	Kuechle Underground							Contractor's Project No.:			
Project:	2021 Downtown Improvement Project - Phase 1										
Contract:	2021 Downtown Improvement Project - Phase 1										
Application No.: 5 Application Period: From 06/27/22 to 07/27/22 Application Date: 08/02/22											
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information			Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)	
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work					Value of Work Completed to Date (E X G) (\$)
Original Contract											
1	MOBILIZATION	1.00	LUMP SUM	152,000.00	152,000.00	0.55	83,600.00		83,600.00	55%	68,400.00
2	CLEARING	71.00	TREE	200.00	14,200.00	42.00	8,400.00		8,400.00	59%	5,800.00
3	GRUBBING	71.00	TREE	50.00	3,550.00	40.00	2,000.00		2,000.00	56%	1,550.00
4	CLEARING (BUSH)	20.00	SQ YD	10.00	200.00	20.00	200.00		200.00	100%	-
5	20' WIDE TEMPORARY GRAVEL ROAD WITH GEOTEXTILE	1.00	LUMP SUM	3,800.00	3,800.00	1.00	3,800.00		3,800.00	100%	-
6	REMOVE CURB AND GUTTER	2,654.00	LIN FT	4.00	10,616.00	2,727.00	10,908.00		10,908.00	103%	(292.00)
7	REMOVE BITUMINOUS PAVEMENT	25,459.00	SQ YD	2.00	50,918.00	25,769.00	51,538.00		51,538.00	101%	(620.00)
8	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	2,025.00	SQ YD	4.00	8,100.00	1,395.31	5,581.32		5,581.32	69%	2,518.68
9	REMOVE CONCRETE DRIVEWAY PAVEMENT	1,585.00	SQ YD	4.00	6,340.00	1,413.77	5,655.08		5,655.08	89%	684.92
10	REMOVE CONCRETE WALK	3,331.00	SQ YD	3.00	9,993.00	3,114.40	9,343.20		9,343.20	93%	649.80
11	REMOVE BOLLARD	14.00	EACH	150.00	2,100.00	2.00	300.00		300.00	14%	1,800.00
12	REMOVE GUARD RAIL	73.00	LIN FT	10.00	730.00	73.00	730.00		730.00	100%	-
13	SALVAGE SIGN	39.00	EACH	25.00	975.00	25.00	625.00		625.00	64%	350.00
14	SALVAGE MAILBOX	7.00	EACH	125.00	875.00	7.00	875.00		875.00	100%	-
15	SALVAGE FENCE	48.00	LIN FT	10.00	480.00	-	-		-	-	480.00
16	SALVAGE PAVERS	65.00	SQ FT	35.00	2,275.00	-	-		-	-	2,275.00
17	SALVAGE LANDSCAPING	415.00	SQ FT	6.00	2,490.00	-	-		-	-	2,490.00
18	COMMON LABORERS	50.00	HOUR	75.00	3,750.00	-	-		-	-	3,750.00
19	3.0 CU YD SHOVEL	50.00	HOUR	180.00	9,000.00	-	-		-	-	9,000.00
20	DOZER	50.00	HOUR	125.00	6,250.00	-	-		-	-	6,250.00
21	12 CU YD TRUCK	50.00	HOUR	125.00	6,250.00	-	-		-	-	6,250.00
22	3.0 CU YD FRONT END LOADER	50.00	HOUR	150.00	7,500.00	-	-		-	-	7,500.00
23	SKID LOADER	50.00	HOUR	140.00	7,000.00	16.50	2,310.00		2,310.00	33%	4,690.00
24	1.5 CU YD BACKHOE	50.00	HOUR	160.00	8,000.00	-	-		-	-	8,000.00
25	COMMON EXCAVATION (P)	24,675.00	CU YD	15.00	370,125.00	10,711.12	160,666.80		160,666.80	43%	209,458.20
26	SUBGRADE EXCAVATION (EV)	1,970.00	CU YD	15.00	29,550.00	2,077.16	31,157.40		31,157.40	105%	(1,607.40)
27	RUBBLE EXCAVATION (EV)	885.00	CU YD	8.00	7,080.00	-	-		-	-	7,080.00
28	HAUL & DISPOSE OF RUBBLE (LV)	1,155.00	CU YD	7.00	8,085.00	-	-		-	-	8,085.00
29	EXCAVATION SPECIAL (EV)	885.00	CU YD	8.00	7,080.00	142.83	1,142.64		1,142.64	16%	5,937.36
30	HAUL & DISPOSE OF CONTAMINATED MATERIAL (LV)	1,155.00	CU YD	62.00	71,610.00	142.83	8,855.46		8,855.46	12%	62,754.54
31	TRENCH COMPACTION SPECIAL	6.00	ROAD STATION	200.00	1,200.00	-	-		-	-	1,200.00
32	SELECT GRANULAR BORROW (CV)	13,470.00	CU YD	19.00	255,930.00	8,106.71	154,027.49		154,027.49	60%	101,902.51
33	GEOTEXTILE FABRIC TYPE V	29,125.00	SQ YD	2.62	76,307.50	13,032.26	34,144.52		34,144.52	45%	42,162.98
34	AGGREGATE BASE (CV) CLASS 5	8,035.00	CU YD	25.00	200,875.00	2,891.90	72,297.50		72,297.50	36%	128,577.50
35	AGGREGATE SURFACING (CV) CLASS 2	101.00	CU YD	30.00	3,030.00	-	-		-	-	3,030.00
36	TYPE SP 9.5 WEARING COURSE MIX (2,B)	2,250.00	TON	68.00	153,000.00	-	-		-	-	153,000.00
37	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	3,810.00	TON	66.00	251,460.00	-	-		-	-	251,460.00
38	BITUMINOUS DRIVEWAY PAVEMENT	1,095.00	SQ YD	17.00	18,615.00	-	-		-	-	18,615.00
39	BITUMINOUS STREET PATCH	235.00	SQ YD	24.00	5,640.00	-	-		-	-	5,640.00
40	BITUMINOUS PATCH, COUNTY ROAD 12	530.00	SQ YD	24.00	12,720.00	-	-		-	-	12,720.00
41	5" CONCRETE WALK	37,950.00	SQ FT	5.75	218,212.50	-	-		-	-	218,212.50
42	6" CONCRETE WALK (PEDESTRIAN RAMPS)	3,070.00	SQ FT	9.00	27,630.00	-	-		-	-	27,630.00
43	CONCRETE CURB & GUTTER DESIGN B618	14,610.00	LIN FT	14.00	204,540.00	-	-		-	-	204,540.00
44	7" CONCRETE DRIVEWAY PAVEMENT	2,620.00	SQ YD	59.00	154,580.00	-	-		-	-	154,580.00

Unit Price

EJCDC C-620 Contractor's Application for Payment
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1 of 4

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	W13.120514
Contractor:	Kuechle Underground	Contractor's Project No.:	
Project:	2021 Downtown Improvement Project - Phase 1		
Contract:	2021 Downtown Improvement Project - Phase 1		

Application No.:	5	Application Period:	From	06/27/22	to	07/27/22	Application Date:	08/02/22
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A	B	C	D	E	F	G	H	I	J	K	L
Bld Item No.	Description	Contract Information			Value of Bid Item (C X E)	Work Completed		Materials Currently Stored (not in G)	Work Completed and Materials Stored to Date (H + I)	% of Value of Item (J / F)	Balance to Finish (F - J)
		Item Quantity	Units	Unit Price (\$)		Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G)				
45	8" CONCRETE DRIVEWAY PAVEMENT	625.00	SQ YD	66.00	41,250.00	-	-	-	-	-	41,250.00
46	TRUNCATED DOMES	400.00	SQ FT	50.00	20,000.00	-	-	-	-	-	20,000.00
47	4" PVC EDGE DRAIN	13,960.00	LIN FT	8.00	111,680.00	6,121.00	48,968.00	-	48,968.00	44%	62,712.00
48	4" DRAIN CLEANOUT (ONE WAY)	13.00	EACH	117.00	1,521.00	10.00	1,170.00	-	1,170.00	77%	351.00
49	4" DRAIN CLEANOUT (TWO WAY)	13.00	EACH	250.00	3,250.00	2.00	500.00	-	500.00	15%	2,750.00
50	4" PRECAST CONCRETE HEADWALL	2.00	EACH	290.00	580.00	-	-	-	-	-	580.00
51	SUMP PUMP DRAINLINE SERVICE	21.00	EACH	138.00	2,898.00	5.00	690.00	-	690.00	24%	2,208.00
52	TRAFFIC CONTROL	1.00	LUMP SUM	12,000.00	12,000.00	0.55	6,600.00	-	6,600.00	55%	5,400.00
53	REMOVE EXISTING PAVEMENT MARKING	126.00	SQ FT	3.00	378.00	-	-	-	-	-	378.00
54	PEDESTRIAN CROSS WALK MARKING	1,746.00	SQ FT	3.90	6,809.40	-	-	-	-	-	6,809.40
55	4" PAVEMENT MARKING STRIPING (MULTICOMPONENT)	280.00	LIN FT	1.00	280.00	-	-	-	-	-	280.00
56	CONCRETE BOLLARD	22.00	EACH	130.00	2,860.00	-	-	-	-	-	2,860.00
57	FURNISH & INSTALL SIGN TYPE C	19.00	EACH	380.00	7,220.00	-	-	-	-	-	7,220.00
58	FURNISH & INSTALL SIGN (STREET NAME)	15.00	EACH	400.00	6,000.00	-	-	-	-	-	6,000.00
59	REINSTALL SIGN	2.00	EACH	200.00	400.00	-	-	-	-	-	400.00
60	REINSTALL MAILBOX	7.00	EACH	250.00	1,750.00	-	-	-	-	-	1,750.00
61	REINSTALL FENCE	48.00	LIN FT	20.00	960.00	-	-	-	-	-	960.00
62	REINSTALL PAVERS	65.00	SQ FT	50.00	3,250.00	-	-	-	-	-	3,250.00
63	REINSTALL LANDSCAPING	415.00	SQ FT	6.00	2,490.00	-	-	-	-	-	2,490.00
64	SEDIMENT CONTROL LOG, TYPE WOOD CHIP	100.00	LIN FT	3.00	300.00	200.00	600.00	-	600.00	200%	(300.00)
65	SEDIMENT CONTROL LOG, TYPE ROCK	100.00	LIN FT	10.00	1,000.00	-	-	-	-	-	1,000.00
66	SILT FENCE, TYPE MS	4,655.00	LIN FT	1.50	6,982.50	60.00	90.00	-	90.00	1%	6,892.50
67	EROSION CONTROL BLANKET, CAT 3N	2,300.00	SQ YD	1.35	3,105.00	-	-	-	-	-	3,105.00
68	STORM DRAIN INLET PROTECTION	82.00	EACH	250.00	20,500.00	-	-	-	-	-	20,500.00
69	STABILIZED CONSTRUCTION EXIT	7.00	EACH	750.00	5,250.00	-	-	-	-	-	5,250.00
70	SALVAGE, SCREEN, RESPREAD EXISTING TOPSOIL	1.00	LUMP SUM	97,000.00	97,000.00	-	-	-	-	-	97,000.00
71	COMMON TOPSOIL BORROW (LV)	2,764.00	CU YD	0.01	27.64	-	-	-	-	-	27.64
72	TEMPORARY MULCH, HYDROMULCH	11,065.00	SQ YD	0.90	9,958.50	-	-	-	-	-	9,958.50
73	TURF ESTABLISHMENT (SOD)	3,525.00	SQ YD	9.00	31,725.00	-	-	-	-	-	31,725.00
74	TURF ESTABLISHMENT (SEED)	2.28	ACRE	7,000.00	15,960.00	-	-	-	-	-	15,960.00
75	REMOVE STORM SEWER PIPE (12" & LARGER)	3,088.00	LIN FT	9.00	27,792.00	2,775.00	24,975.00	-	24,975.00	90%	2,817.00
76	REMOVE STORM MANHOLE OR CATCH BASIN	24.00	EACH	230.00	5,520.00	22.00	5,060.00	-	5,060.00	92%	460.00
77	CONNECT TO EXISTING STORM STRUCTURE	5.00	EACH	1,600.00	8,000.00	6.00	9,600.00	-	9,600.00	120%	(1,600.00)
78	CONNECT TO EXISTING STORM PIPE	4.00	EACH	780.00	3,120.00	4.00	3,120.00	-	3,120.00	100%	-
79	8" PVC PIPE SEWER, SDR 26	20.00	LIN FT	38.00	760.00	72.00	2,736.00	-	2,736.00	360%	(1,976.00)
80	8" DIP PIPE SEWER	28.00	LIN FT	62.00	1,736.00	20.00	1,240.00	-	1,240.00	71%	496.00
81	12" RC PIPE SEWER CLASS V	1,151.00	LIN FT	48.00	55,248.00	772.00	37,056.00	-	37,056.00	67%	18,192.00
82	15" RC PIPE SEWER CLASS V	1,459.00	LIN FT	53.00	77,327.00	1,305.00	69,165.00	-	69,165.00	89%	8,162.00
83	18" RC PIPE SEWER CLASS III	126.00	LIN FT	57.00	7,182.00	102.00	5,814.00	-	5,814.00	81%	1,368.00
84	21" RC PIPE SEWER CLASS III	661.00	LIN FT	66.00	43,626.00	502.00	33,132.00	-	33,132.00	76%	10,494.00
85	24" RC PIPE SEWER CLASS III	349.00	LIN FT	73.00	25,477.00	365.00	26,645.00	-	26,645.00	105%	(1,168.00)
86	27" RC PIPE SEWER CLASS III	679.00	LIN FT	89.00	60,431.00	679.00	60,431.00	-	60,431.00	100%	-
87	30" RC PIPE SEWER CLASS III	69.00	LIN FT	101.00	6,969.00	-	-	-	-	-	6,969.00
88	12" RCP APRON	3.00	EACH	880.00	2,640.00	-	-	-	-	-	2,640.00
89	15" RCP APRON	2.00	EACH	950.00	1,900.00	2.00	1,900.00	-	1,900.00	100%	-

Unit Price

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose	Engineer's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	W13.120514
Contractor:	Kuechle Underground	Contractor's Project No.:	
Project:	2021 Downtown Improvement Project - Phase 1		
Contract:	2021 Downtown Improvement Project - Phase 1		

Application No.:	5	Application Period:	From	06/27/22	to	07/27/22	Application Date:	08/02/22
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A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information		Unit Price (\$)	Value of Bid Item (C X E) (\$)	Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units			Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
90	24" RCP APRON	1.00	EACH	1,200.00	1,200.00	1.00	1,200.00		1,200.00	100%	-
91	27" RCP APRON	1.00	EACH	1,300.00	1,300.00	1.00	1,300.00		1,300.00	100%	-
92	30" RCP APRON	1.00	EACH	1,500.00	1,500.00	-	-		-	-	1,500.00
93	TRASH GUARD FOR 15" PIPE APRON	2.00	EACH	480.00	960.00	2.00	960.00		960.00	100%	-
94	TRASH GUARD FOR 24" PIPE APRON	1.00	EACH	1,100.00	1,100.00	1.00	1,100.00		1,100.00	100%	-
95	TRASH GUARD FOR 27" PIPE APRON	1.00	EACH	1,200.00	1,200.00	1.00	1,200.00		1,200.00	100%	-
96	TRASH GUARD FOR 30" PIPE APRON	1.00	EACH	1,300.00	1,300.00	-	-		-	-	1,300.00
97	RIP RAP, CLASS III	90.00	CU YD	79.00	7,110.00	15.00	1,185.00		1,185.00	17%	5,925.00
98	CONSTRUCT DRAINAGE STRUCTURE, DES SPECIAL-1	1.00	EACH	2,100.00	2,100.00	-	-		-	-	2,100.00
99	CONSTRUCT DRAINAGE STRUCTURE, DES H	75.70	LIN FT	460.00	34,822.00	49.38	22,714.80		22,714.80	65%	12,107.20
100	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4020	20.20	LIN FT	680.00	13,736.00	23.82	16,197.60		16,197.60	118%	(2,461.60)
101	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4022	78.20	LIN FT	620.00	48,484.00	55.32	34,298.40		34,298.40	71%	14,185.60
102	CONSTRUCT DRAINAGE STRUCTURE, DES 60-4022	27.40	LIN FT	700.00	19,180.00	20.46	14,322.00		14,322.00	75%	4,858.00
103	CONSTRUCT DRAINAGE STRUCTURE, DES 60-4022	39.30	LIN FT	720.00	28,296.00	32.70	23,544.00		23,544.00	83%	4,752.00
104	CONSTRUCT DRAINAGE STRUCTURE, DES 84-4022	9.50	LIN FT	1,600.00	15,200.00	-	-		-	-	15,200.00
105	INTERIOR LINING OF CATCH BASIN RINGS	50.00	EACH	810.00	40,500.00	-	-		-	-	40,500.00
106	CASTING ASSEMBLY (STORM)	57.00	EACH	500.00	28,500.00	-	-		-	-	28,500.00
107	ADJUST FRAME AND RING CASTING (STORM)	5.00	EACH	330.00	1,650.00	-	-		-	-	1,650.00
108	TELEVIEW EXISTING SANITARY SEWER	4,395.00	LIN FT	2.55	11,207.25	4,953.60	12,631.68		12,631.68	113%	(1,424.43)
109	TELEVIEW EXISTING SANITARY SEWER SERVICE FOR LOCATION & DEPTH	67.00	EACH	290.00	19,430.00	65.00	18,850.00		18,850.00	97%	580.00
110	ABANDON & SAND FILL SANITARY SEWER PIPE	2,155.00	LIN FT	7.81	16,830.55	-	-		-	-	16,830.55
111	ABANDON & SAND FILL SANITARY SEWER MANHOLE	3.00	EACH	950.00	2,850.00	-	-		-	-	2,850.00
112	REMOVE SANITARY SEWER PIPE	2,195.00	LIN FT	2.50	5,487.50	2,060.00	5,150.00		5,150.00	94%	337.50
113	REMOVE SANITARY MANHOLE	18.00	EACH	200.00	3,600.00	15.00	3,000.00		3,000.00	83%	600.00
114	CONNECT TO EXISTING SANITARY SEWER MAIN	5.00	EACH	1,400.00	7,000.00	5.00	7,000.00		7,000.00	100%	-
115	CONNECT TO EXISTING SANITARY SEWER MANHOLE	3.00	EACH	3,600.00	10,800.00	3.00	10,800.00		10,800.00	100%	-
116	8"X6" PVC WYE, SDR 26	74.00	EACH	1,200.00	88,800.00	67.00	80,400.00		80,400.00	91%	8,400.00
117	6" PVC SANITARY SERVICE PIPE, SDR 26	2,309.00	LIN FT	23.00	53,107.00	2,212.00	50,876.00		50,876.00	96%	2,231.00
118	6" SANITARY CLEAN OUT	1.00	EACH	880.00	880.00	-	-		-	-	880.00
119	8" PVC PIPE SEWER, SDR 35	5,824.00	LIN FT	81.00	471,744.00	5,450.00	441,450.00		441,450.00	94%	30,294.00
120	CONSTRUCT SANITARY SEWER MANHOLE, DES 4007C	339.70	LIN FT	310.00	105,307.00	318.39	98,700.90		98,700.90	94%	6,606.10
121	CONSTRUCT OUTSIDE DROP	10.10	LIN FT	1,200.00	12,120.00	9.20	11,040.00		11,040.00	91%	1,080.00
122	CASTING ASSEMBLY (SANITARY)	24.00	EACH	820.00	19,680.00	-	-		-	-	19,680.00
123	CASTING ASSEMBLY SPECIAL - CLEANOUT	1.00	EACH	250.00	250.00	-	-		-	-	250.00
124	ADJUST FRAME AND RING CASTING (SANITARY)	29.00	EACH	330.00	9,570.00	-	-		-	-	9,570.00
125	REMOVE WATERMAIN	2,450.00	LIN FT	2.00	4,900.00	2,412.00	4,824.00		4,824.00	98%	76.00
126	REMOVE HYDRANT	13.00	EACH	50.00	650.00	13.00	650.00		650.00	100%	-
127	TEMPORARY WATER SERVICE	1.00	LUMP SUM	45,000.00	45,000.00	0.95	42,750.00		42,750.00	95%	2,250.00
128	CONNECT TO EXISTING WATERMAIN	14.00	EACH	1,800.00	25,200.00	12.00	21,600.00		21,600.00	86%	3,600.00
129	HYDRANT (8.5' BURY)	16.00	EACH	5,400.00	86,400.00	15.00	81,000.00		81,000.00	94%	5,400.00
130	6" GATE VALVE AND BOX	21.00	EACH	2,100.00	44,100.00	17.00	35,700.00		35,700.00	81%	8,400.00
131	8" GATE VALVE AND BOX	23.00	EACH	2,600.00	59,800.00	20.00	52,000.00		52,000.00	87%	7,800.00
132	10" GATE VALVE AND BOX	8.00	EACH	3,600.00	28,800.00	7.00	25,200.00		25,200.00	88%	3,600.00
133	CASTING ASSEMBLY SPECIAL - CURB STOP	4.00	EACH	220.00	880.00	-	-		-	-	880.00
134	1" CORPORATION STOP & SADDLE	67.00	EACH	630.00	42,210.00	51.00	32,130.00		32,130.00	76%	10,080.00

Unit Price

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose
Engineer:	Bolton & Menk, Inc.
Contractor:	Kuechle Underground
Project:	2021 Downtown Improvement Project - Phase 1
Contract:	2021 Downtown Improvement Project - Phase 1

Owner's Project No.: _____
 Engineer's Project No.: W13.120514
 Contractor's Project No.: _____

[illegible]



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

August 4, 2022

Jessica Bonniwell
City Administrator
City of Montrose
311 Buffalo Avenue South
Montrose, MN 55363

RE: 2021 Downtown Improvement Project Phase 2
City of Montrose, Minnesota
Project No.: W13.120514

Dear Jessica:

Please find enclosed Payment Estimate No. 4 for the above referenced project. The estimate includes all work completed through July 27, 2022. We have reviewed the estimate and recommend approval. If you agree, please sign and date three copies and return one with payment to Northdale Construction Company, Inc. and one to me for our files.

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

Sincerely,

Bolton & Menk, Inc.

Spencer Johnson, P.E.
Project Engineer

Enclosures

Contractor's Application for Payment

Owner:	<u>City of Montrose</u>	Owner's Project No.:	<u> </u>
Engineer:	<u>Bolton & Menk, Inc.</u>	Engineer's Project No.:	<u>W13.120514</u>
Contractor:	<u>Northdale Construction Company, Inc.</u>	Agency's Project No.:	<u> </u>
Project:	<u>2021 Downtown Improvement Project Phase 2</u>		
Contract:	<u>2021 Downtown Improvement Project Phase 2</u>		

Application No.:	<u>4</u>	Application Date:	<u>8/3/2022</u>
Application Period:	From <u>6/27/2022</u>	to	<u>7/27/2022</u>

1. Original Contract Price	\$	<u>2,588,459.79</u>
2. Net change by Change Orders	\$	<u> </u>
3. Current Contract Price (Line 1 + Line 2)	\$	<u>2,588,459.79</u>
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	<u>1,671,426.96</u>
5. Retainage		
a. <u>5%</u> X <u>\$ 1,671,426.96</u> Work Completed	\$	<u>83,571.35</u>
b. <u> </u> X <u>\$</u> <u> </u> Stored Materials	\$	<u> </u>
c. Total Retainage (Line 5.a + Line 5.b)	\$	<u>83,571.35</u>
6. Amount eligible to date (Line 4 - Line 5.c)	\$	<u>1,587,855.61</u>
7. Less previous payments	\$	<u>942,848.15</u>
8. Amount due this application	\$	<u>645,007.46</u>
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	<u>917,032.83</u>

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Northdale Construction Company, Inc.

Signature: Sheila Goeb
 Name: Sheila Goeb

Date: 8-4-2022
 Title: Controller

Recommended by Engineer**Approved by Owner**

By: Jared Voge
 Name: Jared Voge, P.E.
 Title: City Engineer
 Date: 08/04/2022

By:
 Name:
 Title:
 Date:

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	W13.120514
Contractor:	Northdale Construction Company, Inc.	Agency's Project No.:	
Project:	2021 Downtown Improvement Project Phase 2		
Contract:	2021 Downtown Improvement Project Phase 2		

Application No.:	4	Application Period:	From	06/27/22	to	07/27/22	Application Date:	08/03/22
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A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Item Quantity	Contract Information		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)	
			Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work					Value of Work Completed to Date (E X G) (\$)
			Original Contract								
1	MOBILIZATION	1.00	LUMP SUM	32,152.50	32,152.50	0.65	20,899.13		20,899.13	65%	11,253.37
2	CLEARING	9.00	TREE	735.00	6,615.00	25.00	18,375.00		18,375.00	278%	(11,760.00)
3	GRUBBING	9.00	TREE	131.25	1,181.25	25.00	3,281.25		3,281.25	278%	(2,100.00)
4	REMOVE CURB AND GUTTER	1,060.00	LIN FT	5.00	5,300.00	1,092.00	5,460.00		5,460.00	103%	(160.00)
5	1.5" MILL BITUMINOUS PAVEMENT	12,870.00	SQ YD	1.05	13,513.50	-	-		-	-	13,513.50
6	REMOVE BITUMINOUS PAVEMENT	13,625.00	SQ YD	2.47	33,653.75	13,625.00	33,653.75		33,653.75	100%	-
7	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	105.00	SQ YD	7.50	787.50	125.00	937.50		937.50	119%	(150.00)
8	REMOVE CONCRETE DRIVEWAY PAVEMENT	395.00	SQ YD	10.00	3,950.00	395.00	3,950.00		3,950.00	100%	-
9	REMOVE CONCRETE WALK	1,503.00	SQ YD	10.00	15,030.00	1,577.00	15,770.00		15,770.00	105%	(740.00)
10	REMOVE BOLLARD	4.00	EACH	136.95	547.80	-	-		-	-	547.80
11	REMOVE GUARD RAIL	28.00	LIN FT	25.00	700.00	-	-		-	-	700.00
12	REMOVE FENCE	90.00	LIN FT	5.38	484.20	-	-		-	-	484.20
13	SALVAGE SIGN	18.00	EACH	42.00	756.00	18.00	756.00		756.00	100%	-
14	SALVAGE MAILBOX	29.00	EACH	78.75	2,283.75	29.00	2,283.75		2,283.75	100%	-
15	SALVAGE FENCE	279.00	LIN FT	8.69	2,424.51	8.00	695.52		695.52	3%	2,354.99
16	COMMON LABORERS	20.00	HOUR	105.00	2,100.00	-	-		-	-	2,100.00
17	3.0 CU YD SHOVEL	10.00	HOUR	483.87	4,838.70	-	-		-	-	4,838.70
18	DOZER	10.00	HOUR	310.47	3,104.70	-	-		-	-	3,104.70
19	12 CU YD TRUCK	10.00	HOUR	136.95	1,369.50	-	-		-	-	1,369.50
20	3.0 CU YD FRONT END LOADER	10.00	HOUR	311.67	3,116.70	-	-		-	-	3,116.70
21	SKID LOADER	10.00	HOUR	188.07	1,880.70	-	-		-	-	1,880.70
22	1.5 CU YD BACKHOE	10.00	HOUR	365.22	3,652.20	-	-		-	-	3,652.20
23	STREET SWEEPING	25.00	HOUR	136.50	3,412.50	23.75	3,241.88		3,241.88	95%	170.62
24	COMMON EXCAVATION (P)	13,670.00	CU YD	14.00	191,380.00	13,670.00	191,380.00		191,380.00	100%	-
25	SUBGRADE EXCAVATION (EV)	1,065.00	CU YD	14.00	14,910.00	48.00	672.00		672.00	5%	14,238.00
26	SELECT GRANULAR BORROW (CV)	6,355.00	CU YD	21.98	139,682.90	5,179.31	113,841.23		113,841.23	81%	25,841.67
27	GEOTEXTILE FABRIC TYPE V	15,850.00	SQ YD	1.46	23,141.00	15,850.00	23,141.00		23,141.00	100%	-
28	AGGREGATE BASE (CV) CLASS 5	4,370.00	CU YD	34.73	151,770.10	3,884.49	134,908.34		134,908.34	89%	16,861.76
29	AGGREGATE SURFACING (CV) CLASS 2	29.00	CU YD	43.04	1,248.16	-	-		-	-	1,248.16
30	TYPE SP 9.5 WEARING COURSE MIX (2,B)	2,500.00	TON	83.48	208,700.00	-	-		-	-	208,700.00
31	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	2,390.00	TON	75.08	179,441.20	-	-		-	-	179,441.20
32	BITUMINOUS PATCH, MILL & OVERLAY AREA	50.00	SQ YD	42.00	2,100.00	-	-		-	-	2,100.00
33	5" CONCRETE WALK	17,702.00	SQ FT	6.45	114,177.90	329.50	2,125.28		2,125.28	2%	112,052.62
34	6" CONCRETE WALK (PEDESTRIAN RAMPS)	883.00	SQ FT	15.78	13,933.74	156.00	2,461.68		2,461.68	18%	11,472.06
35	TRUNCATED DOMES	128.00	SQ FT	63.00	8,064.00	23.00	1,449.00		1,449.00	18%	6,615.00
36	CONCRETE CURB & GUTTER DESIGN B618	7,105.00	LIN FT	14.70	104,443.50	4,614.00	67,825.80		67,825.80	65%	36,617.70
37	CONCRETE CURB & GUTTER DESIGN B418	945.00	LIN FT	17.85	16,868.25	926.00	16,529.10		16,529.10	98%	339.15
38	7" CONCRETE DRIVEWAY PAVEMENT	600.00	SQ YD	98.15	58,890.00	184.11	18,070.40		18,070.40	31%	40,819.60
39	BITUMINOUS DRIVEWAY PAVEMENT	165.00	SQ YD	53.00	8,745.00	-	-		-	-	8,745.00
40	4" PVC EDGE DRAIN	7,190.00	LIN FT	14.07	101,163.30	7,224.00	101,641.68		101,641.68	100%	(478.38)
41	4" DRAIN CLEANOUT (ONE WAY)	4.00	EACH	249.83	999.32	5.00	1,249.15		1,249.15	125%	(249.83)

Unit Price

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Montrose							Owner's Project No.:					
Engineer: Bolton & Menk, Inc.							Engineer's Project No.: W13.120514					
Contractor: Northdale Construction Company, Inc.							Agency's Project No.:					
Project: 2021 Downtown Improvement Project Phase 2												
Contract: 2021 Downtown Improvement Project Phase 2												
Application No.: 4		Application Period: From 06/27/22 to 07/27/22		Application Date: 08/03/22								
A	B	C	D	E	F	G		H	I	J	K	L
		Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)		Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)					
42	4" DRAIN CLEANOUT (TWO WAY)	9.00	EACH	387.91	3,491.19	9.00	3,491.19		3,491.19	100%	-	
43	4" CONCRETE HEADWALL	1.00	EACH	572.26	572.26	-	-		-	-	572.26	
44	CASTING ASSEMBLY SPECIAL - EDGE DRAIN CLEAN OUT	3.00	EACH	360.16	1,080.48	-	-		-	-	1,080.48	
45	SUMP PUMP DRAINLINE SERVICE	10.00	EACH	379.77	3,797.70	12.00	4,557.24		4,557.24	120%	(759.54)	
46	TRAFFIC CONTROL	1.00	LUMP SUM	4,725.00	4,725.00	0.65	3,071.25		3,071.25	65%	1,653.75	
47	4" DOUBLE YELLOW PAVEMENT MARKING STRIPING	5,870.00	LIN FT	0.65	3,815.50	-	-		-	-	3,815.50	
48	PEDESTRIAN CROSS WALK MARKING	540.00	SQ FT	5.04	2,721.60	-	-		-	-	2,721.60	
49	CONCRETE BOLLARD	3.00	EACH	365.22	1,095.66	-	-		-	-	1,095.66	
50	FURNISH & INSTALL SIGN TYPE C	9.00	EACH	525.00	4,725.00	-	-		-	-	4,725.00	
51	FURNISH & INSTALL SIGN (STREET NAME)	8.00	EACH	525.00	4,200.00	-	-		-	-	4,200.00	
52	REINSTALL SIGN	5.00	EACH	367.50	1,837.50	-	-		-	-	1,837.50	
53	REINSTALL MAILBOX	29.00	EACH	131.25	3,806.25	-	-		-	-	3,806.25	
54	REINSTALL FENCE	240.00	LIN FT	21.92	5,260.80	-	-		-	-	5,260.80	
55	REINSTALL PAVERS	20.00	SQ FT	42.00	840.00	-	-		-	-	840.00	
56	4' CHAIN LINK FENCE	90.00	LIN FT	40.50	3,645.00	-	-		-	-	3,645.00	
57	SEDIMENT CONTROL LOG, TYPE WOOD CHIP	100.00	LIN FT	3.15	315.00	-	-		-	-	315.00	
58	SEDIMENT CONTROL LOG, ROCK	100.00	LIN FT	9.45	945.00	4.00	378.00		378.00	4%	907.20	
59	SILT FENCE, TYPE MS	4,003.00	LIN FT	1.76	7,045.28	4,208.00	7,406.08		7,406.08	105%	(360.80)	
60	EROSION CONTROL BLANKET, CAT 20	2,070.00	SQ YD	1.47	3,042.90	-	-		-	-	3,042.90	
61	STORM DRAIN INLET PROTECTION	26.00	EACH	319.54	8,308.04	26.00	8,308.04		8,308.04	100%	-	
62	STABILIZED CONSTRUCTION EXIT	1.00	EACH	2,741.51	2,741.51	1.00	2,741.51		2,741.51	100%	-	
63	SALVAGE, SCREEN, RESPREAD EXISTING TOPSOIL	1.00	LUMP SUM	18,103.45	18,103.45	-	-		-	-	18,103.45	
64	COMMON TOPSOIL BORROW (LV)	1,260.00	CU YD	41.38	52,138.80	-	-		-	-	52,138.80	
65	TEMPORARY MULCH, HYDROMULCH	5,010.00	SQ YD	0.89	4,458.90	-	-		-	-	4,458.90	
66	TURF ESTABLISHMENT (SOD)	1,843.00	SQ YD	8.93	16,457.99	-	-		-	-	16,457.99	
67	TURF ESTABLISHMENT (SEED)	1.03	ACRE	5,512.50	5,677.88	-	-		-	-	5,677.88	
68	REMOVE STORM SEWER PIPE (12" & LARGER)	407.00	LIN FT	18.26	7,431.82	416.00	7,596.16		7,596.16	102%	(164.34)	
69	REMOVE STORM MANHOLE OR CATCH BASIN	2.00	EACH	913.04	1,826.08	2.00	1,826.08		1,826.08	100%	-	
70	CONNECT TO EXISTING STORM PIPE	3.00	EACH	1,186.44	3,559.32	3.00	3,559.32		3,559.32	100%	-	
71	CONNECT TO EXISTING STORM STRUCTURE	2.00	EACH	1,553.25	3,106.50	2.00	3,106.50		3,106.50	100%	-	
72	8" PVC PIPE SEWER, SDR 26	29.00	LIN FT	60.88	1,765.52	49.00	2,983.12		2,983.12	169%	(1,217.60)	
73	12" RC PIPE SEWER CLASS V	318.00	LIN FT	74.20	23,595.60	318.00	23,595.60		23,595.60	100%	-	
74	15" RC PIPE SEWER CLASS V	360.00	LIN FT	72.73	26,182.80	360.00	26,182.80		26,182.80	100%	-	
75	18" RC PIPE SEWER CLASS III	543.00	LIN FT	76.82	41,713.26	543.00	41,713.26		41,713.26	100%	-	
76	21" RC PIPE SEWER CLASS III	250.00	LIN FT	91.18	22,795.00	250.00	22,795.00		22,795.00	100%	-	
77	15" RCP APRON	2.00	EACH	1,164.04	2,328.08	2.00	2,328.08		2,328.08	100%	-	
78	TRASH GUARD FOR 15" RCP APRON	2.00	EACH	798.08	1,596.16	2.00	1,596.16		1,596.16	100%	-	
79	RIP RAP, CLASS III	16.00	CU YD	228.26	3,652.16	16.00	3,652.16		3,652.16	100%	-	
80	CONSTRUCT DRAINAGE STRUCTURE, DES SPECIAL-1	1.00	EACH	2,178.42	2,178.42	1.00	2,178.42		2,178.42	100%	-	
81	CONSTRUCT DRAINAGE STRUCTURE, DES R-1	37.40	LIN FT	613.33	22,938.54	37.40	22,938.54		22,938.54	100%	-	
82	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4020	5.80	LIN FT	535.36	3,105.09	5.80	3,105.09		3,105.09	100%	-	
83	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4022	43.40	LIN FT	524.13	22,747.24	43.40	22,747.24		22,747.24	100%	-	

Unit Price

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Montrose	Owner's Project No.:									
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	W13.120514								
Contractor:	Northdale Construction Company, Inc.	Agency's Project No.:									
Project:	2021 Downtown Improvement Project Phase 2										
Contract:	2021 Downtown Improvement Project Phase 2										
Application No.:	4	Application Period:	From 06/27/22 to 07/27/22								
		Application Date:	08/03/22								
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
84	CONSTRUCT DRAINAGE STRUCTURE, DES 60-4020	18.60	LIN FT	788.11	14,658.85	18.60	14,658.85		14,658.85	100%	-
85	CONSTRUCT DRAINAGE STRUCTURE, DES 72-4020	11.00	LIN FT	967.29	10,640.19	11.00	10,640.19		10,640.19	100%	-
86	INTERIOR LINING OF CATCH BASIN RINGS	35.00	EACH	787.50	27,562.50	-	-		-	-	27,562.50
87	CASTING ASSEMBLY (STORM)	25.00	EACH	1,209.02	30,225.50	10.00	12,090.20		12,090.20	40%	18,135.30
88	ADJUST FRAME AND RING CASTING (STORM)	5.00	EACH	443.26	2,216.30	2.00	886.52		886.52	40%	1,329.78
89	SALVAGE & REINSTALL CASTING	9.00	EACH	684.93	6,164.37	-	-		-	-	6,164.37
90	REMOVE SANITARY MANHOLE	5.00	EACH	913.04	4,565.20	5.00	4,565.20		4,565.20	100%	-
91	CONNECT TO EXISTING SANITARY SEWER MAIN	2.00	EACH	1,302.38	2,604.76	2.00	2,604.76		2,604.76	100%	-
92	8"x6" PVC WYE, SDR 26	9.00	EACH	710.02	6,390.18	8.00	5,680.16		5,680.16	89%	710.02
93	6" PVC SANITARY SERVICE PIPE, SDR 26	270.00	LIN FT	51.98	14,034.60	189.00	9,824.22		9,824.22	70%	4,210.38
94	8" PVC PIPE SEWER, SDR 35	1,301.00	LIN FT	56.03	72,895.03	1,301.00	72,895.03		72,895.03	100%	-
95	CONSTRUCT DRAINAGE STRUCTURE, DESIGN 4007C	69.00	LIN FT	461.19	31,822.11	69.00	31,822.11		31,822.11	100%	-
96	CASTING ASSEMBLY (SANITARY)	7.00	EACH	773.50	5,414.50	-	-		-	-	5,414.50
97	ADJUST FRAME AND RING CASTING (SANITARY)	9.00	EACH	671.52	6,043.68	-	-		-	-	6,043.68
98	ABANDON AND SAND FILL WATERMAIN	155.00	LIN FT	6.39	990.45	-	-		-	-	990.45
99	REMOVE HYDRANT	4.00	EACH	273.94	1,095.76	4.00	1,095.76		1,095.76	100%	-
100	4" POLYSTYRENE INSULATION	20.00	SQ YD	58.78	1,175.60	67.56	3,971.18		3,971.18	338%	(2,795.58)
101	TEMPORARY WATER SERVICE	1.00	LUMP SUM	18,260.87	18,260.87	1.00	18,260.87		18,260.87	100%	-
102	CONNECT TO EXISTING WATERMAIN	7.00	EACH	1,438.81	10,071.67	7.00	10,071.67		10,071.67	100%	-
103	HYDRANT (8.5' BURY)	7.00	EACH	5,894.31	41,260.17	7.00	41,260.17		41,260.17	100%	-
104	6" GATE VALVE AND BOX	7.00	EACH	2,068.72	14,481.04	7.00	14,481.04		14,481.04	100%	-
105	8" GATE VALVE AND BOX	12.00	EACH	2,819.25	33,831.00	12.00	33,831.00		33,831.00	100%	-
106	CASTING ASSEMBLY SPECIAL	2.00	EACH	360.16	720.32	-	-		-	-	720.32
107	1" CORPORATION STOP	9.00	EACH	349.33	3,143.97	8.00	2,794.64		2,794.64	89%	349.33
108	1" CURB STOP & BOX	9.00	EACH	699.61	6,296.49	8.00	5,596.88		5,596.88	89%	699.61
109	1" PE WATER SERVICE PIPE	205.00	LIN FT	42.91	8,796.55	148.00	6,350.68		6,350.68	72%	2,445.87
110	6" C900 PVC WATERMAIN	170.00	LIN FT	56.04	9,526.80	170.00	9,526.80		9,526.80	100%	-
111	8" C900 PVC WATERMAIN	2,060.00	LIN FT	54.91	113,114.60	2,060.00	113,114.60		113,114.60	100%	-
112	12" C900 PVC RAW WATERMAIN	2,605.00	LIN FT	83.04	216,319.20	2,597.00	215,654.88		215,654.88	100%	664.32
113	WATERMAIN FITTINGS	1,640.00	POUND	13.59	22,287.60	1,725.00	23,442.75		23,442.75	105%	(1,155.15)
114	REPLACE VALVE BOX	4.00	EACH	817.72	3,270.88	1.00	817.72		817.72	25%	2,453.16
115	ADJUST VALVE BOX	14.00	EACH	228.26	3,195.64	-	-		-	-	3,195.64
116	LANDSCAPING ALLOWANCE	1.00	ALLOWANCE	7,500.00	7,500.00	-	-		-	-	7,500.00
Original Contract Totals					\$ 2,588,459.79		\$ 1,671,426.96	\$ -	\$ 1,671,426.96	65%	\$ 917,032.83



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

July 25, 2022

Jessica Bonniwell

RE: Montrose and Waverly Water System Regionalization
City of Montrose

Dear Jessica:

Members of the City of Montrose and the City of Waverly council and staff recently discussed the potential for a regional water treatment plant. A water system study has been completed for the City of Montrose water system and will serve as a baseline for regionalization analysis. A regional water system study will determine the combined needs of the communities and identify any mutual benefits associated with a regional system. The study will also explore operational and ownership logistics.

Bolton & Menk, Inc. will provide a summary report and facilitate communication to determine the feasibility of water treatment regionalization between the City of Montrose and the City of Waverly for a lump sum fee of \$10,000.

If you have any questions, please call.

Sincerely,

Bolton & Menk, Inc.

Jared Voge, P.E.
Principal Engineer

cc: Justin Kannas, P.E., Bolton and Menk, Inc.
Sheila Krohse, P.E., Bolton and Menk, Inc.
Paul Saffert, P.E., Bolton and Menk, Inc.
Jennifer Selchow, P.E., Bolton and Menk, Inc.

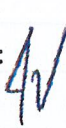


Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

MEMORANDUM

Date: August 4, 2022
To: Honorable Mayor Moynagh and Members of the City Council
City of Montrose, Minnesota
From:  Jared Voge, P.E.
City Engineer
Subject: Pheasant Hills Back Yard Drainage
City of Montrose
Project No.: W13.120188

This spring heavy rains resulted in back yard drainage concerns for the owner of 202 Pheasant Run Drive. At the request of Council, Bolton and Menk staff have prepared a figure and estimate to improve the back yard drainage to 202 and 204 Pheasant Run Drive. The estimate has been provided to give a general idea of estimated costs for these improvements; however, due to the small scale of the project, costs for this work could vary significantly.

Please do not hesitate to call if you have questions.

Enclosures

PRELIMINARY ESTIMATE

PHEASANT HILLS BACK YARD DRAINAGE
CITY OF MONTROSE, MN
BMI PROJECT NO. W13.120188



Real People. Real Solutions.

Date: AUGUST 2022

Item No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount
GRADING IMPROVEMENTS					
1	MOBILIZATION	1	LUMPSUM	\$1,500.00	\$1,500.00
2	CLEARING	1	TREE	\$500.00	\$500.00
3	GRUBBING	1	TREE	\$750.00	\$750.00
4	GRUBBING	4	BUSH	\$500.00	\$2,000.00
5	REMOVE EDGING & VEGETATION	170	SQ YD	\$5.00	\$850.00
6	GRADE DRAINAGE SWALE	1	LUMPSUM	\$5,000.00	\$5,000.00
7	TURF RESTORATION	200	SQ YD	\$5.00	\$1,000.00

CONTINGENCY: \$1,160.00

ENGINEERING & ADMINISTRATION: \$3,000.00

ESTIMATED GRADING IMPROVEMENTS COST: \$15,760.00

OPTIONAL DRAINTILE INSTALLATION (IN ADDITION TO GRADING IMPROVEMENTS)

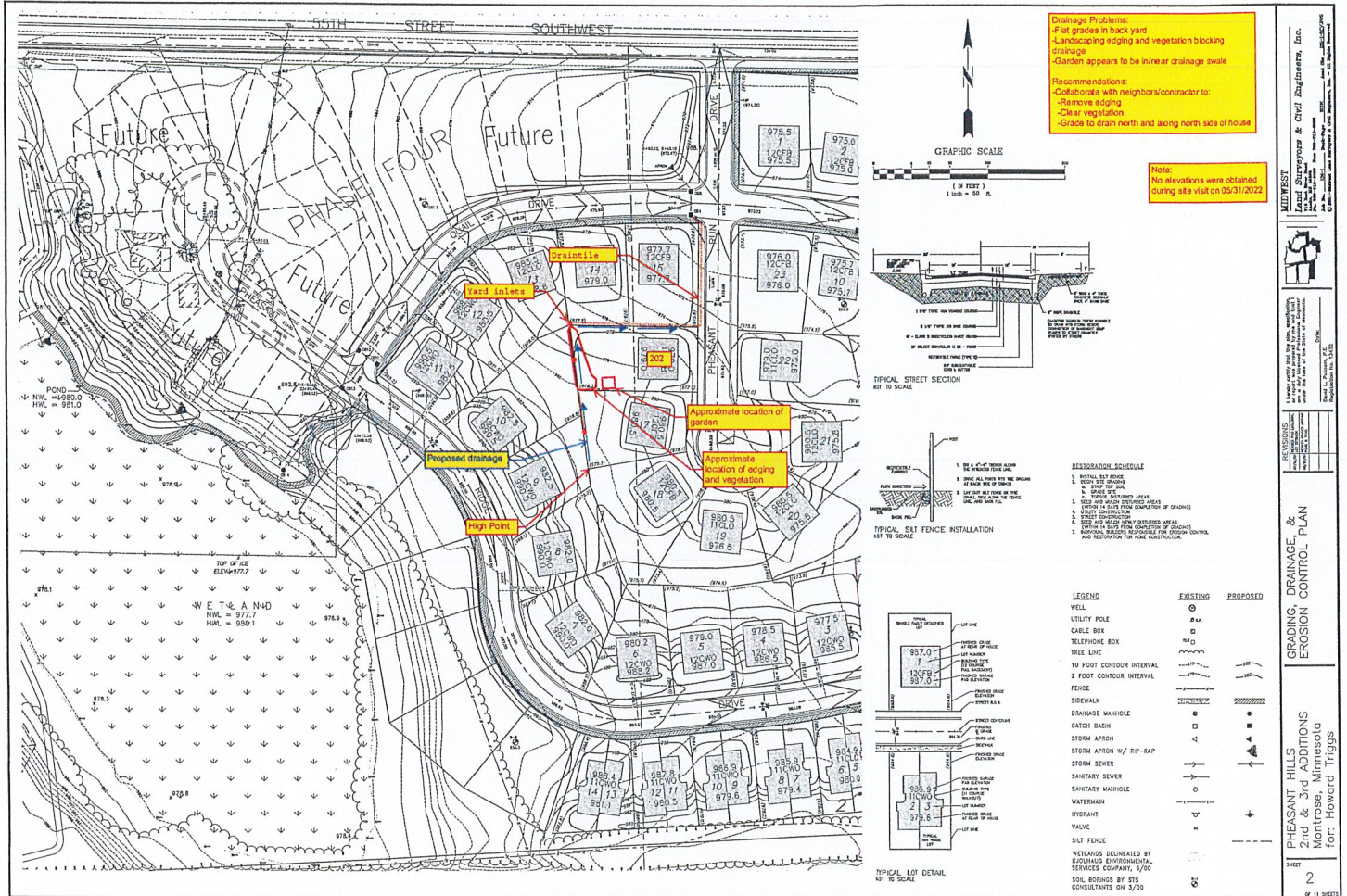
1	MOBILIZATION	1	LUMPSUM	\$2,000.00	\$2,000.00
2	5-INCH DRAINTILE	430	LIN FT	\$15.00	\$6,450.00
3	YARD INLET	3	EACH	\$1,000.00	\$3,000.00
4	CONNECT TO EXISTING STORM SEWER STRUCTURE	1	EACH	\$2,500.00	\$2,500.00
5	REMOVE & REPLACE CONCRETE SIDEWALK	75	SQ FT	\$50.00	\$3,750.00
6	TURF RESTORATION	280	SQ YD	\$5.00	\$1,400.00

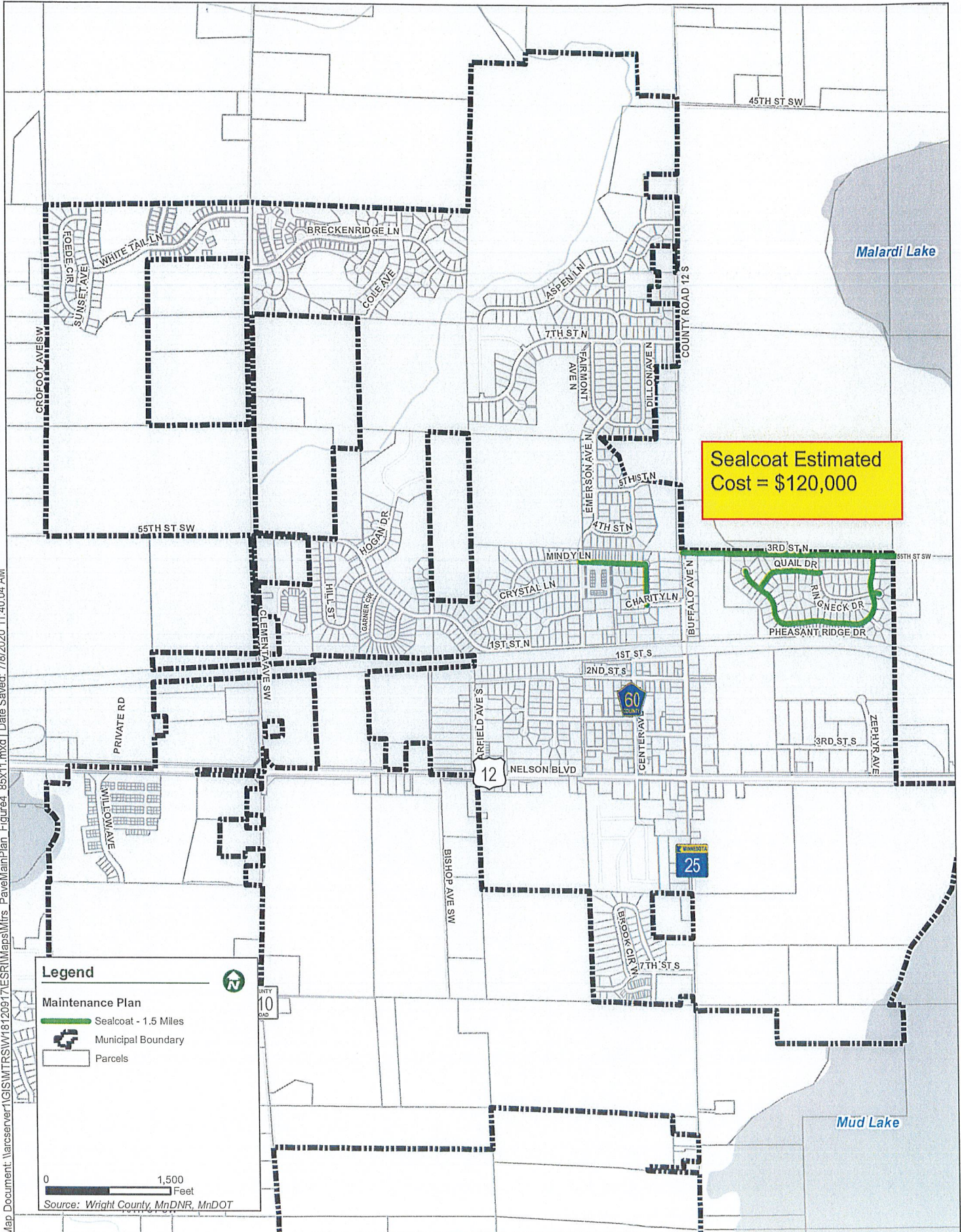
CONTINGENCY: \$1,910.00

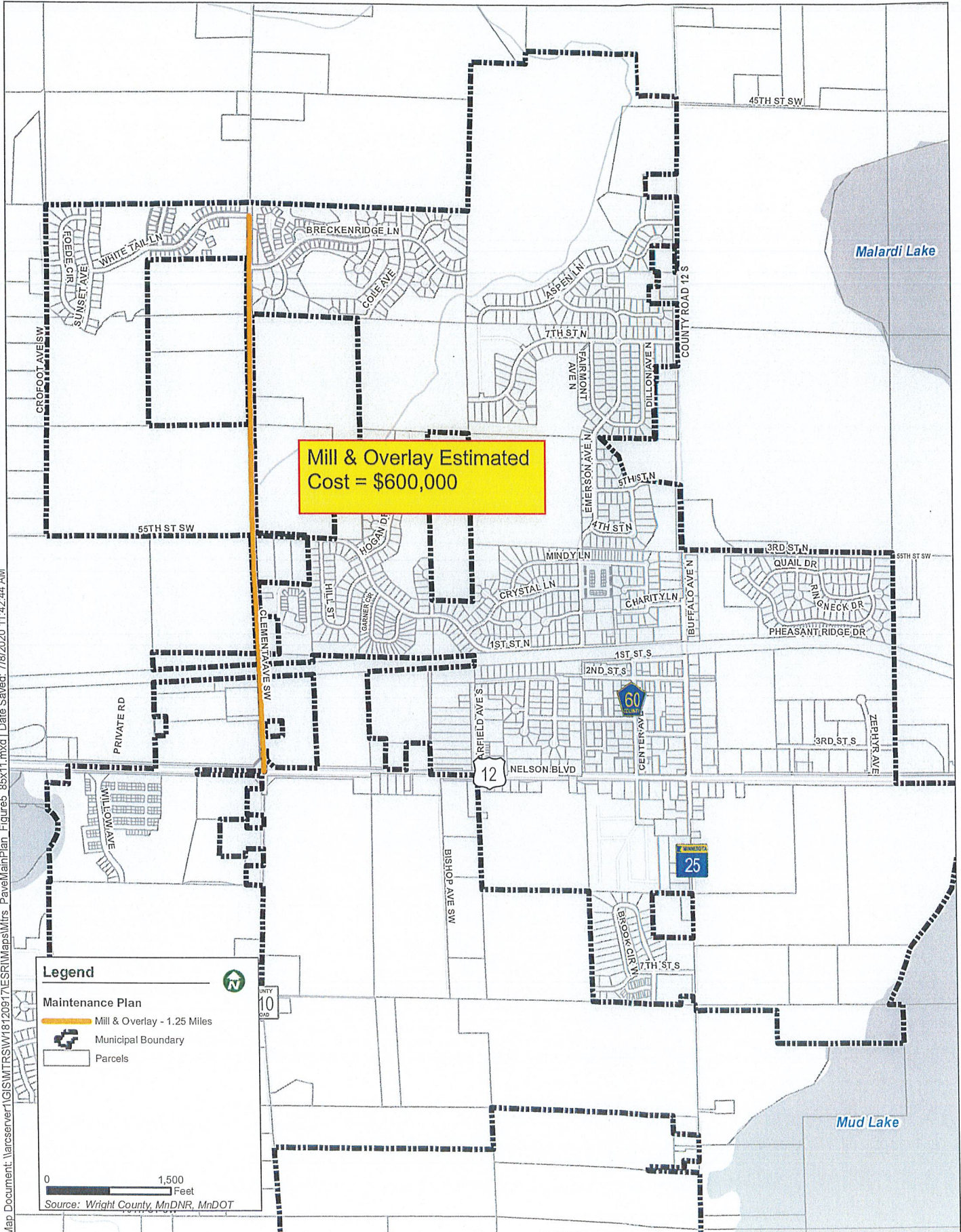
ENGINEERING & ADMINISTRATION: \$5,000.00

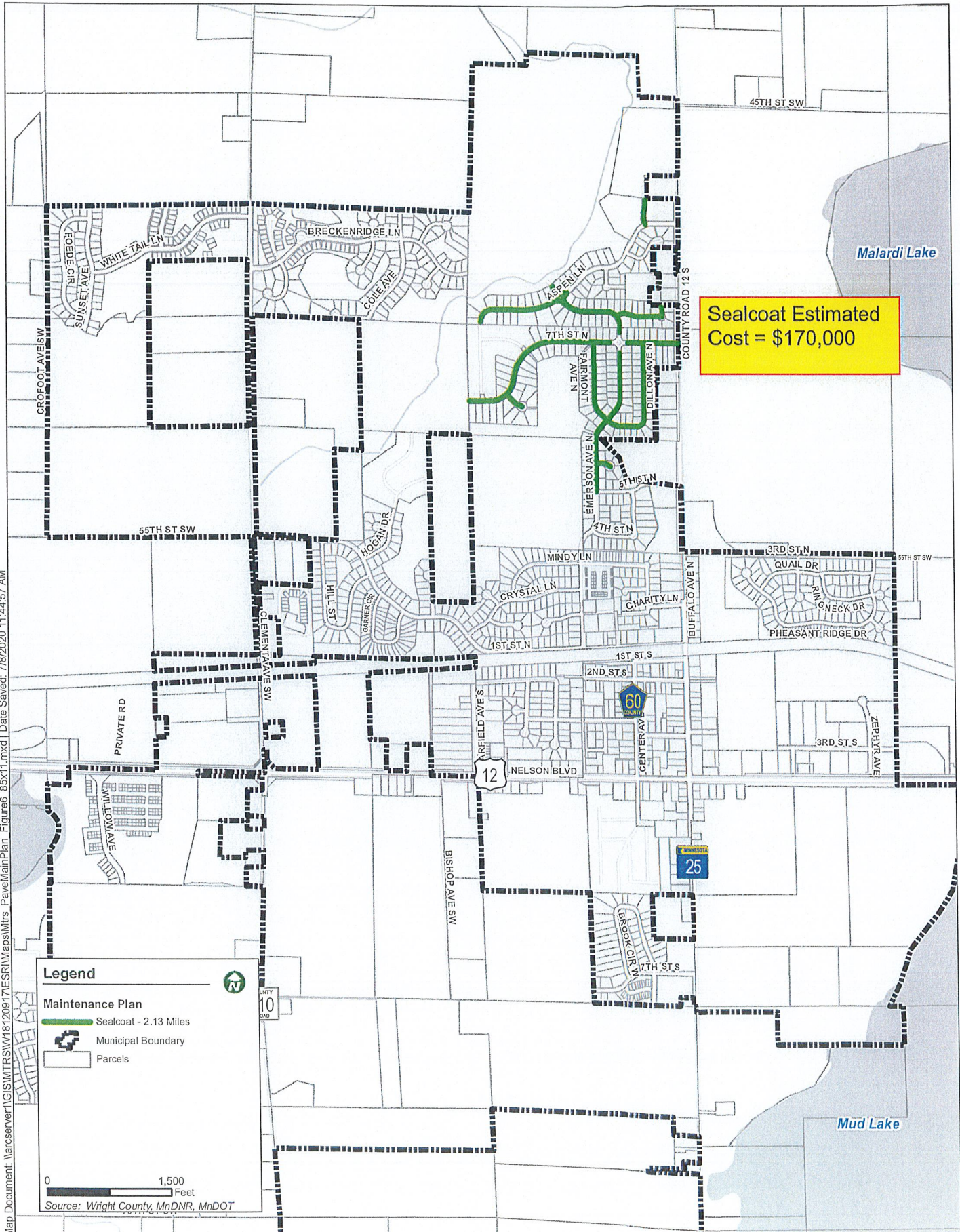
ESTIMATED DRAINTILE COST: \$26,010.00

ESTIMATED COST (GRADING + DRAINTILE): \$41,770.00









City of Montrose Public Works Dept.

The City of Montrose Minnesota Public Works Dept. is accepting applications for the position of Water/Wastewater Treatment Operator I. Applications are available on the city website at www.montrose-mn.com or pick up at city hall. The City of Montrose is an Equal Opportunity Provider and Employer. This position is part of International Union of Operating Engineers, Local No.49 AFL-CIO bargaining unit.

Nature of Work

Under the supervision of the Public Works Director this position will be responsible for the daily operations and maintenance of the city's water and wastewater treatment facilities, and related equipment. The position may require plowing snow with the street dept. The position will require to be "on call" on a rotating basis.

Minimum Requirements

A class "D" water treatment license issued by the Minnesota Department of Health. A class "D" wastewater treatment license issued by the Minnesota Pollution Control Agency. A valid class B Minnesota driver's license. Must possess a strong working knowledge related to the operation and maintenance of water/wastewater treatment facilities, and the related equipment.

Starting Salary Range \$24.00 to \$28.00 per hour depending on qualifications.

REQUEST FOR COUNCIL ACTION

Submittal deadline is Tuesday prior to the council meeting

MEETING DATE August 8, 2022

NAME: Robert T Heber

ADDRESS: 111 Emerson Ave North
Montrose

Please write a brief paragraph listing the item you wish to present to the council:

Discuss the replacement
of driveway in first 4
house on our block
across from the ball park
Group will be 4 home
owners on the block

Council Action: Motion By: _____ Second By: _____ To: _____

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

ORDINANCE NO. 2022 - 07

**AN INTERIM ORDINANCE IMPOSING A
MORATORIUM ON THE SALE OF CANNABIS PRODUCTS AND AUTHORIZING
STUDIES REGARDING SUCH PRODUCTS**

**THE CITY COUNCIL OF THE CITY OF MONTROSE, MINNESOTA ORDAINS AS
FOLLOWS:**

Section 1. Legislative Findings and Authority

- (A) There is a great deal of uncertainty regarding the effect of Minnesota Laws 2022, Chapter 98 amending Minnesota Statutes, section 151.72 (the “Act”) to allow the sale of edible cannabinoid products (“Cannabis Products”).
- (B) Because the proposal to allow the sale of Cannabis Products received little publicity until the Act went into effect on July 1, 2022, the City of Montrose did not have an opportunity to study and consider the potential impacts of the Act or to engage in policy discussions regarding the potential regulation of the sale of Cannabis Products in the City.
- (C) The Act authorizes the Minnesota Board of Pharmacy to enforce the Act, but the Act does not provide for any licensing of businesses that manufacture Cannabis Products or of businesses that sell Cannabis Products and is also silent regarding the enactment of local regulations related to Cannabis Products.
- (D) The Act does not expressly prohibit or limit local regulations, but the regulations established in the Act clearly do not constitute the Legislature having occupied the field of regulation regarding the sale of Cannabis Products.
- (E) The City Council finds the uncertainties associated with the sale of Cannabis Products, as well as the options of local regulation, strongly suggests the need for a study to develop information the City Council may use related to potential regulation of the sale of Cannabis Products through the adoption of licensing and zoning controls.
- (F) Pursuant to Minnesota Statutes, section 462.355, subdivision 4(a), the City Council is authorized to adopt an interim ordinance “to regulate, restrict, or prohibit any use . . . within the jurisdiction or a portion thereof for a period not to exceed one year from the date it is effective.”

- (G) The City Council is also authorized as part of its general police powers to adopt business licensing requirements related to the sale of Cannabis Products.
- (H) The Minnesota Supreme Court in *Almquist v. Town of Marshan*, 245 N.W.2d 819 (Minn. 1976) upheld the enactment of a moratorium despite the lack of express statutory authority as being a power inherent in a broad grant of power to municipalities. The enactment of business licensing requirements is based on a city's police powers, which is the broadest grant of power to cities. Inherent in that broad grant of authority is the power to place a temporary moratorium on a business to study and potentially implement licensing regulations on that business.
- (I) There are both licensing and zoning issues associated with the sale of Cannabis Products. The City Council determines that it needs time to study the matter and to consider the development and adoption of appropriate local regulations. To protect the planning process and the health, safety, and welfare of the residents while the City conducts its study and the City Council engages in policy discussions regarding possible regulations, the City Council determines it is in the best interests of the City to impose a temporary moratorium on the sale of Cannabis Products.

Section 2. Definitions. For the purposes of this Ordinance, the following words, terms, and phrases shall have the meanings given them in this section.

- (A) "Act" means 2022 Minnesota Session Laws, Chapter 98 (H.F. No. 4065), amending Minnesota Statutes, section 151.72.
- (B) "Cannabis Products" means Edible Cannabinoid Product and any other product that became lawful to sell for the first time in Minnesota effective July 1, 2022, as a result of the adoption of the Act.
- (C) "Edible Cannabinoid Product" has the same meaning given the term in Minnesota Statutes, section 151.72, subdivision 1(c).

Section 3. Study. The City Council authorizes and directs the city administrator to conduct a study regarding Cannabis Products and provide a report to the City Council on the potential regulations relating to the sale of such products. The report shall include recommendations on whether the City Council should adopt regulations and, if so, the recommended types of regulations. The study shall consider, but is not limited to, the following:

- (A) The potential impacts of the sale of Cannabis Products within the City;
- (B) Licensing the sale of Cannabis Products and related regulations; and
- (C) Zoning regulations related to the sale and distribution of Cannabis Products.

Section 4. Moratorium. A moratorium is imposed within the City regarding the sale of Cannabis Products. No business, person, or entity may sell Cannabis Products to the public within the

jurisdictional boundaries of the City during the period that this Ordinance is in effect. The City shall not accept, process, or act on any application, site plan, building permit, or zoning or other approval for a business proposing to engage in the sale of Cannabis Products during the period that this Ordinance is in effect.

Section 5. Exceptions. The moratorium imposed by this Ordinance does not apply to the sale of medical cannabis or hemp products that were lawful to sell prior to the effective date of the Act.

Section 6. Enforcement. Violation of this Ordinance is a misdemeanor. In addition, the City may enforce this Ordinance by mandamus, injunction, or other appropriate civil remedy in any court of competent jurisdiction.

Section 7. Effective Date and Term. This Ordinance is effective upon adoption and publication in the City's official newspaper. This Ordinance shall remain in effect for one year after its effective date, or until the City Council expressly repeals it or until the effective date of an ordinance amending the City Code to address Cannabis Products, whichever occurs first.

Section 8. Severability. Every section, provision, and part of this Ordinance is declared severable from every other section, provision, and part of this Ordinance. If any section, provision, or part of this Ordinance is held to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this Ordinance.

Passed in regular session of the City Council of the City of Montrose, Minnesota held on the 8th day of August, 2022.

ADOPTED this 8th day of August, 2022 by the City Council of the City of Montrose.

CITY OF MONTROSE

By: _____
Kirby Moynagh, Mayor

ATTEST:

By: _____
Michael Sommerfeld, City Clerk

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

RESOLUTION NO. 2022-27

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 2022-07 AN
INTERIM ORDINANCE IMPOSING A MORATORIUM ON THE SALE OF CANNABIS
PRODUCTS AND AUTHORIZING STUDIES REGARDING SUCH PRODUCTS**

WHEREAS, The City Council of the City of Montrose has determined the publication of the title and a summary of “Ordinance 2022-07 AN INTERIM ORDINANCE IMPOSING A MORATORIUM ON THE SALE OF CANNABIS PRODUCTS AND AUTHORIZING STUDIES REGARDING SUCH PRODUCTS”, finding a summary publication would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, Pursuant to Minnesota Statutes 412.191, Subdivision 4 and M.S. 331A.01, Subd. 10, the City Council may, by a four-fifths vote of its members, direct that only the title of the Ordinance and a summary be published with notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the City Offices; and,

WHEREAS, Prior to the publication of the title and summary, the City Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Montrose, Minnesota that the title and summary of “Ordinance 2022-07 AN INTERIM ORDINANCE IMPOSING A MORATORIUM ON THE SALE OF CANNABIS PRODUCTS AND AUTHORIZING STUDIES REGARDING SUCH PRODUCTS” be published with notice that a printed copy of Ordinance 2022-07 is available in its entirety for inspection by any person during regular office hours at the City Offices.

BE IT FURTHER RESOLVED: the publication shall read as follows:

"On August 8, 2022 the Montrose City Council approved the reading of Ordinance 2022-07 “AN INTERIM ORDINANCE IMPOSING A MORATORIUM ON THE SALE OF CANNABIS PRODUCTS AND AUTHORIZING STUDIES REGARDING SUCH PRODUCTS”.

The Ordinance, in its entirety is available for review and/or photocopying during regular office hours at the City of Montrose Offices, 311 Buffalo Avenue South, Montrose Minnesota.

Ordinance 2022-07 shall be in full force and effect from and after the date of its passage (August 8, 2022) and this summary publication according to law.”

The motion for the adoption of the foregoing Resolution was duly made by:

And the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted this 8th day of August, 2022.

Robert W. Moynagh, III
Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose