



CITY COUNCIL AGENDA REGULAR MEETING

**Monday, October 10, 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 Mark Schlasner – Montrose United Methodist Church

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF AGENDA

6. APPROVAL OF CONSENT AGENDA

A. Minutes

1. September 12, 2022 City Council Workshop – prepared by J. Bonniwell
2. September 12, 2022 Regular City Council Meeting – prepared by J. Bonniwell
3. September 19, 2022 Special City Council Meeting – prepared by J. Bonniwell

B. Accounts Payable

1. City, October 10, 2022 – prepared by M. Sommerfeld
2. Fire Department, October 10, 2022 – prepared by M. Sommerfeld

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

D. Schedule a City Council Workshop for October 24, 2022 at 4:00 p.m. at City Hall

E. Cancel City Council Workshop Scheduled for October 31, 2022 at 4:00 p.m. at City Hall

7. WRIGHT COUNTY SHERIFF'S OFFICE

A. September, 2022 Monthly Report and Hours Report

8. SCHOOL BOARD CANDIDATES

A. Buffalo School Board Candidate Forum

9. REQUEST FOR COUNCIL ACTION

A. Ms. Angie Cuff & Mr. Shawn Cuff – 821 Cole Avenue

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

A. City Council

1. Monthly Activity Report

B. Montrose Fire Department

1. September, 2022 Activity Report

2. Emergency Management – COVID ARP Funds: Approval for Generator Purchase

3. New Members

1. Accept Jennifer Brenny as a new Firefighter effective 09/20/2022

2. Accept Michael Sommerfeld as part-time Firefighter effective 09/06/2022 – City Employee

4. Fire Prevention 2022 NFPA Theme for 2022 – “Fire won’t wait, plan your escape”

C. Planning and Zoning

1. September 14, 2022 Planning and Zoning Commission Meeting Minutes

2. Creekside Hollow Preliminary Plat Extension Request

D. Park and Recreation

1. August 29, 2022 Park and Recreation Meeting Minutes

2. September 19, 2022 Park and Recreation Meeting Minutes

3. September 28, 2022 Park and Recreation Meeting Minutes

E. City Engineer

1. 2021 Downtown Improvement Project Phase I – Pay Application No. 7

2. 2021 Downtown Improvement Project Phase I – Change Order No. 3

3. Water Treatment Plant & Wastewater Treatment Plant – Population Projections

4. AUAR Update Memo

5. Biosolids Disposal

6. Updates from City Engineer

F. Public Works

1. New Public Works Employee – Approval for Hiring

2. Updates

11. OLD BUSINESS**12. NEW BUSINESS**

- A. Revize Website Upgrade Agreement
- B. Proclamation – Recognizing National First Responders Day

13. OPEN FORUM**14. UPCOMING MEETINGS**

- A. Planning and Zoning Commission Meeting with Public Hearing on Tree Preservation and Replacement – October 12, 2022 at 7:00 p.m. at the Montrose Community Center
- B. Park and Recreation Meeting – Monday, October 17, 2022 at 5:30 p.m. in the Montrose City Hall Conference Room
- C. Economic Development Authority Meeting – Tuesday, October 18, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room
- D. City Council Workshop – Monday, October 24, 2022 at 4:00 p.m. in the Montrose City Hall Conference Room
- E. Regular City Council Meeting – Monday, November 14, 2022 at 7:00 p.m. at the Montrose Community Center

15. ACKNOWLEDGEMENTS**16. ADJOURNMENT**

City of Montrose
 City Council Workshop
 Montrose City Hall
 311 Buffalo Avenue South
 Monday, September 12, 2022
 6:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met for a City Council Workshop on Monday, September 12, 2022 at 6:00 p.m.

Mayor Moynagh called the Meeting to order at 6:00 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
 Dan Remer, Public Works Director
 Michael Sommerfeld, City Clerk/Treasurer
 Kevin Triplett, Montrose Fire Chief

3. 2023 Proposed Budget and Levy Discussion

Mr. Sommerfeld stated that the preliminary levy for the City of Montrose for 2023 that is being considered is \$1,662,857.00. This is a 11.5% increase or \$171,612.00 over 2022. The estimated tax capacity for 2023 is \$3,689,661.00 compared to \$2,885,872.00 for 2022, or approximately a 27.9% increase. With the estimated increase in tax capacity, the tax rate will decrease by approximately 6.62%, which is a 45.07% tax rate. Mr. Sommerfeld stated that one thing that is changing this year is that the city is no longer able to assess per property for the Fire Department funds, and those will need to be included in the levy. Mr. Sommerfeld stated that this could not have come at a better time with our significant increase in tax capacity. Mr. Sommerfeld presented three options to council for levy amounts which included the following options: Option 1 – to lower amount going into regional park development fund and would be a 5% budget increase over 2022; Option 2 – keep the \$150,000 going into the regional park and shorting money going into capital improvement and would be a 9% budget increase; and Option 3 – to keep all other options and add \$100,000 to capital improvement and that would be around a 12% increase from the 2022 budget. Mr. Sommerfeld and Mr. Triplett spoke to the reasons for other increases including gas and utilities due to price increases and increases in wages and salaries for recruitment and retention for the Fire Department. Brief discussion was held and the preliminary budget and levy are set to be up for approval at a Special City Council Meeting on Monday, September 19, 2022 at 4:00 p.m. at City Hall.

7. ADJOURNMENT

Mayor Moynagh adjourned the City Council Workshop at 6:19 p.m.

ATTEST:

Robert Moynagh III
 Mayor
 City of Montrose

Jessica Bonniwell
 City Administrator
 City of Montrose

City of Montrose
 Regular City Council Meeting
 Montrose Community Center
 200 Center Avenue South
 Monday, September 12, 2022
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met in Regular Session on Monday, September 12, 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
 Council Member Nicole Andreoff
 Student Liaison Avery Hausladen

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

3. INVOCATION

A. Pastor Cathy Jones from Grace Place gave the Invocation.

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was taken.

5. APPROVAL OF THE AGENDA

A. Approval of the Agenda

Council Member Marszalek motioned to approve the September 12, 2022 City Council Agenda as presented. Council Member Soalrz seconded the motion. Motion carried 5-0.

6. APPROVAL OF THE CONSENT AGENDA

A. Minutes

1. Accepted the minutes of the August 8, 2022 Regular City Council Meeting

B. Accounts Payable

1. Approved the September 12, 2022 Accounts Payable for the City of Montrose
2. Approved the September 12, 2022 Accounts Payable for the Montrose Fire Department
- C. Approved the Monthly Utility Adjustments for August 2022
- D. Approved to Schedule a Special City Council Meeting for Monday, September 19, 2022 at 4:00 p.m. at Montrose City Hall Conference Room for Preliminary Budget Approval
- E. Approved the Truth in Taxation Public Meeting Date
 1. Truth in Taxation Public Meeting Date Set for December 12, 2022 at 7:00 p.m. at the Montrose Community Center

Mayor Moynagh motioned to approve the September 12, 2022 Consent Agenda as presented. Council Member Andreoff seconded the motion. Motion carried 5-0.

7. WRIGHT COUNTY SHERIFF'S OFFICE

- A. August, 2022 Monthly Report presented in packet.

8. REQUEST FOR COUNCIL ACTION

- A. Mr. Matt Lyrek – 115 Nelson Boulevard

Mr. Lyrek presented the City Council with a "Notice of Wrong" that was read for the video record. The "Notice of Wrong" stated that Mr. Lyrek would charge the city if the city attempted to shut off his water. Mr. Lyrek stated he had been contacted by staff since July when staff claimed that his water meter did not read and staff wanted to inspect and/or replace the meter. Mr. Lyrek stated that he would be willing to have staff inspect his meter, but he does not want to install a cellular read meter in his home due to the radiation and unknown negative impacts from that. Mr. Lyrek stated that his meter has not been tampered with and would like to keep the older model if possible. Mr. Lyrek also offered to purchase old ones from other residents in town that would like to upgrade to the newer meters so that he could continue to use an older style even if his meter did need replacement. One other option Mr. Lyrek suggested was to install the newer cellular meter, but install outside his home in the yard. Staff stated they would look into getting a longer wire connection for the meter to see if that would be a possible solution. Public Works Director Mr. Remer stated that it was his opinion that the meter needed to be changed out, and he would prefer to change to a cellular meter and not install one of the older styles that will eventually be unreadable once all residents are switched to the newer model. Mr. Remer stated that because of the interactions he has had so far with Mr. Lyrek, that he would like an escort from Wright County when they go to inspect and/or install a new meter in the house. Mr. Lyrek stated that he does not want Wright County, or more government, at the property he rents. The matter was resolved with Mr. Lyrek saying he would allow city staff to inspect the meter and go from there.

9. 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. August, 2022 Activity Report

Fire Chief Triplett asked if City Council had any questions on his report that was included in the packet, otherwise he had no additional comments.

C. Planning and Zoning

1. August 10, 2022 Planning and Zoning Commission Meeting Minutes

Ms. Bonniwell stated that Mr. Smallwood was unable to attend tonight's meeting to give an update for Planning and Zoning. Ms. Bonniwell stated that the August 10th Planning and Zoning meeting included a public hearing for the Creekside Hollow Preliminary Plat. Ms. Bonniwell stated that the developers had asked for an additional month to incorporate some of the comments and requests from the engineer, planner, planning commission and residents that were present at the meeting and requested to attend the October City Council meeting to discuss the preliminary plat. Ms. Bonniwell stated that there were some issues identified with the development including tree replacement and to install the connecting through road as part of the initial phase of the development.

2. Commission Member Attendance – Shawn Cuff

Ms. Bonniwell stated that Mr. Cuff had missed three consecutive meetings, so this was discussed by the Planning Commission at the August 10th meeting. The Planning Commission made a recommendation to Council to allow Mr. Cuff to remain on the Commission despite missing three consecutive meetings as he is a valuable asset to Planning and Zoning. Mayor Moynagh asked Ms. Bonniwell to make sure Mr. Cuff has a current copy of the bylaws and ordinance for the Planning Commission.

Council Member Marszalek motioned to allow Mr. Shawn Cuff to remain on the Planning and Zoning Commission after violation of the meeting attendance policy. Council Member Solarz seconded the motion. Motion carried 5-0.

3. LGI Northridge Plat Extension Request

Ms. Bonniwell stated that LGI has requested an extension to 2023 to record the final plat for Northridge.

Mayor Moynagh motioned to approve the extension to 2023 for the LGI Northridge Development. Council Member Marszalek seconded the motion. Motion carried 5-0.

4. Ouverson Addition Plat Extension Request

Ms. Bonniwell stated that the developers for the Ouverson Addition have requested an extension to 2023 to record their final plat.

Council Member Marszalek motioned to approve the extension to 2023 for the Ouverson Addition Development. Council Member Solarz seconded the motion. Motion carried 5-0.

D. Park and Recreation

1. August 15, 2022 Park and Recreation Minutes

Mr. Isle gave a brief overview of the Park and Recreation meeting from August 15, 2022. Mr. Isle stated that the Park and Recreation Commission is working hard on the Park and Trail plan and have been visiting parks together to discuss possible recommendations. Mr. Isle asked the City Council to approve special meetings for park and recreation to meet extra times in September, October, and November in order to complete a visit to each park so they could make some real progress on the Park and Trail Plan.

Mayor Moynagh motioned to allow Park and Recreation one additional Special Meeting per month for September, October and November of 2022. Council Member Paradeise seconded the motion. Motion carried 5-0.

2. Donation to Burgers in the Park Event

Mr. Isle stated that a recommendation was made by the Park and Recreation commission to contribute \$400 to pay for the KRWC van at the Burgers in the Park Community Event which park and recreation participated in.

Mayor Moynagh motioned to approve the expenditure of \$400 for the KRWC van at the Burgers in the Park event that Park and Recreation participated in. Council Member Marszalek seconded the motion. Motion carried 5-0.

3. Soil Boring at Regional Park

Mr. Isle started discussing the regional park and discussions they have had with the engineers regarding soil boring.

Mayor Moynagh motioned to move Agenda Item E.3. to Agenda Item D.3. to discuss soil boring at the regional park. Council Member Paradeise seconded the motion. Motion carried 5-0.

Mr. Voge stated that two soil boring samples from the regional park had been done where the shelter was planned for placement, but the soil sample indicated swamp land or peat under some fill that will not be suitable to hold a foundation for a shelter. Mr. Voge stated that in discussions about this issue with Park and Recreation, they recommended completing soil boring samples for the remaining property on the park in order to know what areas will be suitable for what kind of equipment or shelters to be placed. Mr. Voge stated the engineers are recommending a total of 14 soil boring samples for the regional park, and they are more cost effective if they are all done at once. Mr. Voge stated that for a total of 14 additional borings, the cost would be around \$12,500.

Mayor Moynagh motioned to approve 14 soil boring samples to be taken from the Regional Park. Council Member Paradeise seconded the motion. Motion carried 5-0.

E. City Engineer

1. 2021 Downtown Improvement Project Phase I – Pay Application No. 6 - \$983,243.73

Mr. Voge stated that Phase I is approximately 71.5% complete according to the contract.

Council Member Marszalek motioned to approve the 2021 Downtown Improvement Project Phase I – Pay Application No. 6 for \$983,243.73. Council Member Solarz seconded the motion. Motion carried 5-0.

2. 2021 Downtown Improvement Project Phase II – Pay Application No. 5 - \$418,336.17

Mr. Voge stated that Phase II is approximately 81.5% complete according to the contract.

Council Member Marszalek motioned to approve the 2021 Downtown Improvement Project Phase II – Pay Application No. 5 for \$418,336.17. Mayor Moynagh seconded the motion. Motion carried 5-0.

3. Updates from City Engineer

Mr. Voge stated that the road projects are going well, and the places where the contractor is stalled are areas in which the city is waiting for utility companies to complete relocation work so the road would can be continued or finished. Mr. Voge stated that people may notice some sidewalks with panels missing for this reason as well.

F. Public Works

1. Catch Basin Quotes for Pheasant Hills

Mr. Remer stated that two quotes for catch basin and road repairs had been included in the packet. Mr. Remer stated that the repair of the catch basins and road are desperately needed and would like to have the work complete before winter so there is no risk of a sink hole or issues with plowing. Mr. Remer stated that the quotes were done by the contractors that are in town doing road work – Kuechle Underground quoted \$70,728.00 for the project, and Northdale Construction quoted \$113,692.00 for the project. Mr. Remer stated that both quotes are maximum amounts in case the entire project needs to be completed once they open the road up and see what is going on and what needs replacing and repairing. One of the contractors does not believe all the quoted work needs to be done, but will assess once they are able to get down into the road.

Council Member Paradise motioned to approve the quote for catch basin repair and road work from Kuechle Underground for a maximum cost of \$70,728.00. Council Member Solarz seconded the motion. Motion carried 5-0.

2. Updates

Mr. Remer stated that after Council approved the \$50,000.00 umbrella to purchase a public works truck, he was able to find one for around \$31,028.00 plus around \$1,900.00 for some needed accessories.

Mr. Remer stated the update he gave regarding the new well malfunctioning was a wire issue and it is likely the contractor will end up paying for this fix and the city should not have to pay for the repair or replacement at this time.

Mr. Remer stated that the advertising for the new Public Works position has been extended with only receiving three applications so far. Mr. Remer stated that only one of the three applicants are licensed and that person does not live in the state.

10. OLD BUSINESS

A. Request for Proposal – Refuse and Recycling

Ms. Bonniwell stated that at the July 25, 2022 City Council Workshop, a Request for Proposal (RFP) for Refuse and Recycling was discussed and subsequently drafted by the city attorney. Ms. Bonniwell stated that RFP, which incorporates requests from city council, was included in the packet for the meeting. Ms. Bonniwell stated that there were some highlighted sections regarding dates for deadlines, interviews, and starting new service that could be changed if council thought these dates would not work. Council

confirmed the dates were acceptable. Council Member Solarz requested to have the Friday restriction changed to a designated day each week.

Council Member Marszalek motioned to approve the Request for Proposal for Refuse and Recycling and to release for publishing. Council Member Solarz seconded the motion. Motion carried 5-0.

B. Pheasant Hills Backyard Drainage

Ms. Bonniwell stated that this matter has been discussed at several other meetings, and that a decision will need to be made about what, if anything, the city will do to fix this backyard drainage issue in the Pheasant Hills Neighborhood. Mr. Remer stated that if this work is to be approved, public works will have to hire the work out since they do not have the equipment necessary to complete the work. Mr. Remer stated that the homes have been there for over 20 years and that the city should not be the one paying for fixing backyard drainage issues for residents as that is their responsibility as homeowners. Mr. Remer stated that public works typically does not place drain tile on private property. Council Member Paradeise asked Mr. Voge if just doing drainage improvements or the landscaping fix would fix the drainage problem. Mr. Voge stated that it would be best to do both drainage and landscape improvements in order to completely fix the problem. Mayor Moynagh stated that these residents had flooding in their basements this past spring which is what prompted the question from residents for the city to fix the problem. Mayor Moynagh stated that he agreed with Mr. Remer in that it is probably not best practice for the city to be involved with personal property improvements. Ms. Bonniwell stated that one option could be for the city to facilitate fixing the problem and assessing those homeowners that are benefitting from the drainage and landscaping improvements for the cost of the project. Council Members Paradeise and Solarz stated they would potentially be in favor of assessing property owners, or having a sit-down with the neighbors to get their thoughts on how they would like to handle this. A resident, Ms. Saman, approached the podium as she is one of the residents impacted by the drainage problem. Ms. Saman stated that the city installed drain tile on the properties just to the north of her property, on the same block, because of the drainage problems within the development since it was built. Ms. Saman claimed the city intervened in the past due to being sued by the property owners and only completed half of the project many years ago. Council Member Paradeise stated that because the city installed drain tile in this location several years ago and set precedence for the city to pay for and fix the problem. Mr. Remer stated that previous staff installed drain tile on their own and rented equipment to complete the installation of drain tile to a catch basin.

Council Member Paradeise motioned to approve the landscaping and drainage work both to be done in Pheasant Hills and to have Bolton and Menk put the job out for bids. Council Member Solarz seconded the motion. Motion carried 5-0.

11. NEW BUSINESS

A. 230 3rd Street South Destruction – City Owned Property

Ms. Bonniwell stated that this is the white house on the southwest side of the City Hall property and staff has had issues with vandalism and kids being in the house. The staff has boarded up the house, but would like to see it destroyed so it is no longer a liability for the city. Ms. Bonniwell stated that Ward Carlson had quoted \$11,000 - \$15,000 to take the house down. Ms. Bonniwell stated that the Fire Department is interested in doing a controlled burn, which would start with an asbestos inspection and they would have to wait until late fall or during the winter months so the surrounding properties do not have their windows open during the burn. Mr. Triplett stated that if the Fire Department does do a controlled burn, the site would still need to be cleaned up including debris hauled out and any holes filled.

Council Member Marszalek motioned to approve moving forward with testing for asbestos for a potential controlled burn of the property. Council Member Solarz seconded the motion. Motion

carried 5-0.

B. Request for Proposal for The Preserve Development – Discussion

Ms. Bonniwell stated that the Public Works Director, Mayor Moynagh, Council Member Marszalek, and herself had a meeting a couple weeks prior with a potential developer that was interested in the Preserve Development. The Developer stated during that meeting that he thinks the city should put the property out for proposal and see what kind of ideas other developers, including himself, would have for the property.

Mayor Moynagh motioned to approve the drafting of a Request for Proposal for the Preserve Development. Council Member Solarz seconded the motion. Motion carried 5-0.

C. Proclamation – Recognizing National Pregnancy and Infant Loss Remembrance Day

Mayor Moynagh read the Proclamation for Recognizing National Pregnancy and Infant Loss Remembrance Day.

12. OPEN FORUM

No Open Forum Requests

13. UPCOMING MEETINGS

- A. Planning and Zoning Commission Meeting – Wednesday, September 14, 2022 at 7:00 p.m. at the Montrose Community Center
- B. Special City Council Meeting – Monday, September 19, 2022 at 4:00 p.m. in the Montrose City Hall Conference Room
- C. Park and Recreation Meeting – Monday, September 19, 2022 at 5:30 p.m. in the Montrose City Hall Conference Room
- D. Economic Development Authority Meeting – Tuesday, September 20, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room
- E. Regular City Council Meeting – Monday, October 10, 2022 at 7:00 p.m. at the Montrose Community Center

14. ACKNOWLEDGEMENTS

Council Member Solarz acknowledged the Firefighters and First Responders for the work they do with the passing of 9/11 over the past weekend. Council Member Solarz also acknowledged the city staff for their hard work.

Mayor Moynagh acknowledged the Montrose Fire Department for being out on Highway 12 on 9/11 so people will not forget what happened 21 years ago.

15. ADJOURNMENT

Mayor Moynagh motioned to adjourn the Regular City Council Meeting at 9:07 p.m. Council Member Marszalek seconded the motion. Motion carried 5-0.

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, September 19, 2022
 4:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met for a Special City Council Meeting on Monday, September 19, 2022 at 4:00 p.m.

Mayor Moynagh called the Meeting to order at 4:00 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
 Dan Remer, Public Works Director
 Michael Sommerfeld, City Clerk/Treasurer

3. APPROVAL OF AGENDA

Council Member Marszalek motioned to approve the agenda as presented. Council Member Solarz seconded the motion. Motion carried 5-0.

4. BUSINESS

a. Year 2023 Preliminary Budget and Levy

Mr. Sommerfeld stated that the preliminary levy for the City of Montrose for 2023 that is being considered is \$1,662,857.00. This is a 11.5% increase or \$171,612 over 2022. The estimated tax capacity for 2023 is \$3,689,661.00 compared to \$2,885,872.00 for 2022, or approximately a 27.9% increase. With the estimated increase in tax capacity, the tax rate will decrease by approximately 6.62%, which is a 45.07% tax rate. Mr. Sommerfeld stated that one thing that is changing this year is that the city is no longer able to assess per property for the Fire Department funds, and those will need to be included in the levy. Mr. Sommerfeld stated that this could not have come at a better time with our significant increase in tax capacity. Mr. Sommerfeld presented three options to council for levy amounts which included the following options: Option 1 – to lower amount going into regional park development fund and would be a 5% budget increase over 2022; Option 2 – keep the \$150,000 going into the regional park and shorting money going into capital improvement and would be a 9% budget increase; and Option 3 – to keep all other options and add \$100,000 to capital improvement and that would be around a 12% increase from the 2022 budget. Mr. Sommerfeld and Mr. Triplett spoke to the reasons for other increases including gas and utilities due to price increases and increases in wages and salaries for recruitment and retention for the Fire Department.

Mayor Moynagh asked questions about the option with an overall 9% increase over the 2022 budget and if the money could be allocated a bit differently so we are still putting money into capital improvement. Mayor Moynagh stated that if they were to go with this middle option, he would like to see the money still be taken away from the regional park development and put \$40,000 of that into general park development, and the remaining \$100,000 or so into capital improvement. Council Member Marszalek stated that he recommended going with the higher 12% overall increase from the 2022 budget because we have some big expense items coming up and to still be able to lower the tax rates for residents and

increase our capital improvement is the way to go. Council Member Paradeise also recommended going with the 12% overall increase over the 2022 budget to help save up money for current and future road and infrastructure projects that we cannot keep putting off and leaving problems for future staff and council. Council Member Solarz also echoed the recommendation of the 12% increase in the budget in order to stop making current problems that should be dealt with someone's problem in the future. Mr. Sommerfeld reminded the council that this is just preliminary, so the increase could go down in amount after the preliminary is approved, but we cannot go back and increase any amounts after the preliminary is approved, so it is better to go a bit high for the preliminary as we can always lower it before the budget is finalized.

Council Member Marszalek motioned to approve the Preliminary Budget Levy of \$1,902,857, or a 12% increase over 2022, allowing room for adjustments between capital improvements and park funds before the budget is final. Council Member Paradeise seconded the motion. Motion carried 5-0.

- b. Resolution 2022-28 – Resolution Authorizing Decrease to Levy for G.O. Street Reconstruction Bond 2017A

Mr. Sommerfeld stated that two of the bond payment amounts that were budgeted for 2023 will be a bit lower due to interest amounts and these amounts need to be approved by Council.

Mayor Moynagh motioned to approve Resolution 2022-28 – Resolution Authorizing Decrease to Levy for G.O. Street Reconstruction Bond 2017A. Council Member Solarz seconded the motion. Motion carried 5-0.

- c. Resolution 2022-29 – Resolution Authorizing Decrease to Levy for G.O. Street Reconstruction Bond 2021A

Council Member Marszalek motioned to approve Resolution 2022-29 – Resolution Authorizing Decrease to Levy for G.O. Street Reconstruction Bond 2021A. Council Member Solarz seconded the motion. Motion carried 5-0.

5. ADJOURNMENT

Council Member Marszalek motioned to adjourn the Special City Council Meeting at 4:18 p.m. Council Member Paradeise seconded the motion. Motion carried 5-0.

Robert Moynagh III
Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

ACCOUNTS PAYABLE LIST

October 10, 2022

Payroll	09/19/22 Payroll	15446.50
Payroll	10/04/22 Payroll	15376.01
Council Payroll	3rd Qtr. Payroll	2909.02
IRS-Federal Tax Payment	09/19/22 FED/FICA Tax	5057.47
IRS-Federal Tax Payment	10/04/22 FED/FICA Tax	5523.34
MN Dept. of Revenue	09/19/22 State Withholding	977.36
MN Dept. of Revenue	10/04/22 State Withholding	970.03
PERA	09/19/22 Payroll	3011.33
PERA	10/04/22 Payroll	2996.21
*Ameritas Life Ins.	Employee Optical Ins.	49.40
MN Dept. of Revenue	September Sales Tax	142.00
Abdo Financial Solutions	Financial Services	817.45
*AFSCME #65	September Union Dues	117.30
Aramark	Uniforms/Floor Mats	245.64
*Bolton & Menk	Engineering Services	104610.00
Braun InterTec	Dwtm. Proj. Geo. Testing	16837.55
Cardmember Services	Election Supplies	95.21
Cardmember Services	Supplies/Postage	30.65
Cardmember Services	New Truck Equipment	120.16
Cardmember Services	Street Signs	491.00
*Citizens State Bank	September H.S.A. Deposit	750.00
*Colonial Life Ins.	August Employee Ins.	19.56
Comcast	Internet Service	109.85
Culligan	Softener Svcs.	71.50
*Delta Dental	October Dental Insurance	438.30
Hawkins	Water Treatment Chemicals	80.00
Hecksel Machine	Park Bench Mats.	320.00
Jordan Concrete Const.	Sidewalk Repair	1300.00
Jordan Concrete Const.	Park Parking Pad	350.00
Lincoln Nat'l Life Ins.	October Life Ins.	153.68
M&M Express	PW Equipment Parts	29.95
*Madison Nat'l Life	Oct. Disability Ins.	372.37
Menards	PW, Parks Tools & Supplies	395.83
Metering. & Tech. Solutions	Water Meters	4829.47
*Metro West Insp. Svcs.	August Finaled Permits	150.00
Milhausen Auto Repair	PW Vehicle Maint.	235.00
Mini Biff	Parks, WWTP Sani. Rentals	588.54
MVTL Laboratories	Water Testing	80.36
MVTL Laboratories	WWTP Testing	443.40
*NW Assoc. Consultants	Planners Services	3148.20

October 10, 2022

Page 2

Paumen Computer Services	Monthly IT/Backup & Support	725.00
Pitney Bowes Inc.	Postage Meter Rental	180.00
Sign Man, Inc.	PW Truck Decals	165.00
Steiner Auto Parts	PW Vehicle Maint. Supp.	137.97
Wakesun	Electrical Services	10944.50
Wex Bank	PW, Str, Sew, WW Vehicle Fuel	857.94
Windstream	Telephone Service	137.21
Wright-Hennepin Co-op	Electrical Services	291.93
Xcel Energy	Electric/Gas Charges	3159.16

ACCOUNTS PAYABLE SUBTOTAL	206288.35
---------------------------	-----------

Adam's Pest Control	Comm. Ctr./CH Pest Control	161.06
Aramark	Uniforms/Floor Mats	213.82
Banyon Data Systems	Annual Support	3395.00
*Bolton & Menk	Engineering Services	139846.50
Braun InterTec	D.I. Proj. Envir. Engineer.	2662.00
Centra Sota Coop.	Diesel Fuel Finance	23.10
*Colonial Life Ins.	September	19.56
Comcast	Internet Service	543.49
Delano True Value	PW Supplies	56.42
Gopher State One Call	Water/Sewer Locates	164.70
Hawkins, Inc.	Water/WW Chemicals	12905.95
Herald Journal	WW Job Post / Garbage RFP	485.37
Highway 55 Trailer Sales	Water/WW Gen. Trlr. Maint.	235.00
In Control	Well 6 Service	1560.20
*IUOE Local #49	October Union Dues	175.00
IUOE Local #49 CPF	September HRA	1000.00
IUOE Local #49 FBF	November Health, Dental	6725.00
Jenson, Marie	September CH/CC Cleaning	440.00
M&M Express	PW Equipment Parts	29.95
Marszalek, Thomas	Travel Expense	102.41
Milhausen Auto Repair	Parade Float Maint.	1053.76
Milhausen Auto Repair	PW Vehicle Maint.	1005.96
MN Computer Systems	Copier Maint. Agreement	269.59
Muddy Feet Lawn Service	September Parks Mowing	10174.67
MVTL Labs	WWTP Testing	733.68
Nuso (NEC Cloud Comm.)	Telephone Service	186.92
*NW Assoc. Consultants	Planners Services	1984.20
Nystrom Publishing	Fall Newsletter	1563.13
Quill Corporation	WW/CH Office Supplies	133.34
Russell, Jennifer	Unused Water Meter Buy Back	200.00

October 10, 2022

Page 3

Steiner Auto Parts	PW/WW Shop Supplies	190.83
Team Lab	WWTP Chemicals	3401.49
U.C. Laboratory	WW Testing	144.00
US Bank	GO Bond Agent Fees	500.00
Verizon	Cellphones/Tablets	425.20
Wakesun	Electrical Services	1142.01
Walmart	WW/CH Office Supplies	109.88
Wright Co. Finance Dept.	October Patrol Svcs.	25610.83
*Wright Co. Journal Press	Position Adverts.	559.48
*Wright Co. Journal Press	Garbage RFP Notice	94.44
Wright Co. Mayors Assoc.	2022 Dues	200.00
Wright Co. Treasurer	August Fines	868.21
Heckmann, Nicholas	Utility Overpayment	82.54
Plath, Jerome	Utility Overpayment	70.62
	TOTAL ACCOUNTS PAYABLE	427737.66

MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE*** Appendix**

Payments received to offset checks written

Payroll Deduction	AFSCME #65 September Dues	117.30
Payroll Deduction	August, September EE Ins.	39.12
Payroll Deduction	September H.S.A. Deposit	650.00
Payroll Deduction	Oct. Disability Ins.	372.37
Developer Expense	Bolton & Menk	3995.00
Developer Expense	Metro West Insp. Svcs.	150.00
Developer Expense	Planners Services	1394.30
Utility Overpayment	Heckmann, Nicholas	82.54
Utility Overpayment	Plath, Jerome	70.62

FIRE DEPARTMENT ACCOUNTS PAYABLE LIST

October 10, 2022

MN Fire Svc. Cert. Board	Cert. Renewals	50.01
Wex Bank	Vehicle Fuel	553.49
ACCOUNTS PAYABLE SUBTOTAL		603.50

Alert-All	Fire Prev. Supplies	4000.00
Bound Tree Medical	Medical Supplies	102.32
Comcast	Internet Service	97.85
Emer. Apparatus Maint.	E-11 Repairs	1871.63
Greater MN Communications	Hiring Yard Signs	575.00
Macqueen Emergency	Turnout Gear Repair	215.29
Verizon	FD iPad	40.01
TOTAL ACCOUNTS PAYABLE		7505.60

MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE

CITY OF MONTROSE

Monthly Adjustments

Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00005085-00-	Adjustment	Sewer Collection	Service	(\$0.68)	9/26/2022
01-00001095-00-	Adjustment	WWTP	Service	(\$1.16)	9/26/2022
01-00005121-00-	Adjustment	Sewer Collection	Service	(\$0.93)	9/26/2022
01-00005121-00-	Adjustment	WWTP	Service	(\$0.97)	9/26/2022
01-00005121-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001955-00-	Adjustment	R Water	Service	(\$1.02)	9/26/2022
01-00001955-00-	Adjustment	Sewer Collection	Service	(\$0.93)	9/26/2022
01-00001955-00-	Adjustment	WWTP	Service	(\$0.98)	9/26/2022
01-00003040-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00005085-00-	Adjustment	Combo Water	Service	(\$8.40)	9/26/2022
01-00003040-00-	Adjustment	WWTP	Service	(\$1.00)	9/26/2022
01-00005085-00-	Adjustment	WWTP	Service	(\$0.74)	9/26/2022
01-00005085-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00004172-00-	Adjustment	Combo Water	Service	(\$0.85)	9/26/2022
01-00004172-00-	Adjustment	Sewer Collection	Service	(\$0.58)	9/26/2022
01-00004172-00-	Adjustment	WWTP	Service	(\$0.64)	9/26/2022
01-00004172-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001095-00-	Adjustment	R Water	Service	(\$1.23)	9/26/2022
01-00005850-00-	Adjustment	Annual State Wa	Service	(\$0.11)	9/26/2022
01-00001955-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
00-00005886-00-	Adjustment	Annual State Wa	Service	(\$0.33)	9/26/2022
01-00001531-00-	Adjustment	WWTP	Service	(\$1.07)	9/26/2022
01-00005884-00-	Adjustment	R Water	Service	(\$0.62)	9/26/2022
01-00005884-00-	Adjustment	Sewer Collection	Service	(\$0.24)	9/26/2022
01-00005884-00-	Adjustment	WWTP	Service	(\$0.32)	9/26/2022
01-00005884-00-	Adjustment	Annual State Wa	Service	(\$0.11)	9/26/2022
01-00005884-00-	Adjustment	Storm Water	Service	(\$0.26)	9/26/2022
00-00005886-00-	Adjustment	R Water	Service	(\$0.56)	9/26/2022
01-00005121-00-	Adjustment	R Water	Service	(\$1.02)	9/26/2022
00-00005886-00-	Adjustment	WWTP	Service	(\$0.66)	9/26/2022
01-00001095-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
00-00005886-00-	Adjustment	Storm Water	Service	(\$0.53)	9/26/2022
01-00005888-00-	Adjustment	R Water	Service	(\$0.29)	9/26/2022
01-00005888-00-	Adjustment	Sewer Collection	Service	(\$0.26)	9/26/2022
01-00005888-00-	Adjustment	WWTP	Service	(\$0.34)	9/26/2022
01-00005888-00-	Adjustment	Annual State Wa	Service	(\$0.12)	9/26/2022
01-00005888-00-	Adjustment	Storm Water	Service	(\$0.27)	9/26/2022
01-00003040-00-	Adjustment	R Water	Service	(\$1.05)	9/26/2022
01-00003040-00-	Adjustment	Sewer Collection	Service	(\$0.96)	9/26/2022
00-00005886-00-	Adjustment	Sewer Collection	Service	(\$0.49)	9/26/2022
01-00003118-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001095-00-	Adjustment	Sewer Collection	Service	(\$1.13)	9/26/2022
01-00001906-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001916-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001939-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001989-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00002009-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00002015-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001709-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00002553-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001119-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001146-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00005059-00-	Adjustment	Hang Disconnect N	Service	(\$75.00)	9/7/2022
01-00005131-01-	Adjustment	Combo Water	Service	(\$193.54)	9/15/2022

Oct 5th, 2022
CG

Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00005131-01-	Adjustment	Sewer Collection	Service	(\$14.80)	9/15/2022
01-00005131-01-	Adjustment	WWTP	Service	(\$14.29)	9/15/2022
01-00005131-01-	Adjustment	Storm Water	Service	(\$0.50)	9/15/2022
01-00001531-00-	Adjustment	Combo Water	Service	(\$4.51)	9/26/2022
01-00002004-00-	Adjustment	Combo Water	Service	(\$3.34)	9/26/2022
01-00002510-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001257-00-	Adjustment	Storm Water	Service	(\$0.25)	9/28/2022
01-00004096-00-	Adjustment	R Water	Service	(\$0.45)	9/26/2022
01-00004096-00-	Adjustment	Sewer Collection	Service	(\$0.41)	9/26/2022
01-00004096-00-	Adjustment	WWTP	Service	(\$0.48)	9/26/2022
01-00004096-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00002018-01-	Adjustment	NSF	Service	\$30.00	9/28/2022
01-00002018-01-	Adjustment	Shut off charge	Service	\$100.00	9/28/2022
01-00001257-00-	Adjustment	R Water	Service	(\$1.06)	9/28/2022
01-00001839-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001257-00-	Adjustment	WWTP	Service	(\$1.01)	9/28/2022
01-00005850-00-	Adjustment	WWTP	Service	(\$0.33)	9/26/2022
01-00002676-00-	Adjustment	R Water	Service	(\$1.61)	9/1/2022
01-00002676-00-	Adjustment	Sewer Collection	Service	(\$1.47)	9/1/2022
01-00002676-00-	Adjustment	WWTP	Service	(\$1.49)	9/1/2022
01-00002676-00-	Adjustment	Storm Water	Service	(\$0.24)	9/1/2022
01-00002676-00-	Adjustment	Annual State Wa	Service	(\$0.46)	9/1/2022
00-00002544-01-	Adjustment		UR	(\$81.00)	9/6/2022
00-00002029-03-	Adjustment		UR	(\$1.26)	9/6/2022
01-00001036-00-	Adjustment	Hang Disconnect N	Service	\$25.00	9/7/2022
01-00001257-00-	Adjustment	Sewer Collection	Service	(\$0.97)	9/28/2022
01-00001951-00-	Adjustment	Sewer Collection	Service	(\$0.99)	9/26/2022
01-00015822-00-	Adjustment	WWTP	Service	(\$0.30)	9/26/2022
01-00001859-00-	Adjustment	R Water	Service	(\$1.10)	9/26/2022
01-00001859-00-	Adjustment	Sewer Collection	Service	(\$1.01)	9/26/2022
01-00001859-00-	Adjustment	WWTP	Service	(\$1.03)	9/26/2022
01-00001859-00-	Adjustment	WWTP	Service	(\$1.03)	9/26/2022
01-00001859-00-	Adjustment	WWTP	Service	\$1.03	9/26/2022
01-00001859-00-	Adjustment	Storm Water	Service	(\$0.21)	9/26/2022
01-00003116-00-	Adjustment	WWTP	Service	(\$1.19)	9/26/2022
01-00001951-00-	Adjustment	R Water	Service	(\$1.08)	9/26/2022
01-00003116-00-	Adjustment	Sewer Collection	Service	(\$1.15)	9/26/2022
01-00001951-00-	Adjustment	WWTP	Service	(\$1.03)	9/26/2022
01-00001951-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00015820-00-	Adjustment	R Water	Service	(\$0.26)	9/26/2022
01-00015820-00-	Adjustment	Sewer Collection	Service	(\$0.23)	9/26/2022
01-00015820-00-	Adjustment	WWTP	Service	(\$0.30)	9/26/2022
01-00015820-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00015822-00-	Adjustment	R Water	Service	(\$0.26)	9/26/2022
01-00005850-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001859-00-	Adjustment	Annual State Wa	Service	(\$0.12)	9/26/2022
01-00001169-00-	Adjustment	Sewer Collection	Service	(\$1.90)	9/26/2022
01-00002004-00-	Adjustment	Sewer Collection	Service	(\$1.09)	9/26/2022
01-00002004-00-	Adjustment	WWTP	Service	(\$1.13)	9/26/2022
01-00002004-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00005023-00-	Adjustment	Combo Water	Service	(\$6.62)	9/26/2022
01-00005023-00-	Adjustment	Sewer Collection	Service	(\$0.65)	9/26/2022
01-00005023-00-	Adjustment	WWTP	Service	(\$0.69)	9/26/2022
01-00005023-00-	Adjustment	Annual State Wa	Service	(\$0.11)	9/26/2022
01-00003116-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022

Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00001169-00-	Adjustment	R Water	Service	(\$2.08)	9/26/2022
01-00015822-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001169-00-	Adjustment	WWTP	Service	(\$1.90)	9/26/2022
01-00001169-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00002031-00-	Adjustment	R Water	Service	(\$4.10)	9/26/2022
01-00002031-00-	Adjustment	Sewer Collection	Service	(\$2.01)	9/26/2022
01-00002031-00-	Adjustment	WWTP	Service	(\$1.99)	9/26/2022
01-00002031-00-	Adjustment	Annual State Wa	Service	(\$0.11)	9/26/2022
01-00002031-00-	Adjustment	Storm Water	Service	(\$0.20)	9/26/2022
01-00003116-00-	Adjustment	R Water	Service	(\$1.26)	9/26/2022
01-00005023-00-	Adjustment	Storm Water	Service	(\$0.21)	9/26/2022
01-00015864-00-	Adjustment	Annual State Wa	Service	(\$0.12)	9/26/2022
01-00015822-00-	Adjustment	Sewer Collection	Service	(\$0.23)	9/26/2022
01-00015846-00-	Adjustment	R Water	Service	(\$0.66)	9/26/2022
01-00015846-00-	Adjustment	Sewer Collection	Service	(\$0.26)	9/26/2022
01-00015846-00-	Adjustment	WWTP	Service	(\$0.34)	9/26/2022
01-00015846-00-	Adjustment	Annual State Wa	Service	(\$0.11)	9/26/2022
01-00015846-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00015864-00-	Adjustment	R Water	Service	(\$0.26)	9/26/2022
01-00015844-00-	Adjustment	Annual State Wa	Service	(\$0.12)	9/26/2022
01-00015864-00-	Adjustment	WWTP	Service	(\$0.30)	9/26/2022
01-00015844-00-	Adjustment	WWTP	Service	(\$0.30)	9/26/2022
01-00015864-00-	Adjustment	Storm Water	Service	(\$0.23)	9/26/2022
01-00015866-00-	Adjustment	R Water	Service	(\$0.32)	9/26/2022
01-00015866-00-	Adjustment	Sewer Collection	Service	(\$0.29)	9/26/2022
01-00015866-00-	Adjustment	WWTP	Service	(\$0.36)	9/26/2022
01-00015866-00-	Adjustment	Annual State Wa	Service	(\$0.12)	9/26/2022
01-00015866-00-	Adjustment	Storm Water	Service	(\$0.26)	9/26/2022
01-00005850-00-	Adjustment	R Water	Service	(\$0.29)	9/26/2022
01-00005850-00-	Adjustment	Sewer Collection	Service	(\$0.26)	9/26/2022
01-00015864-00-	Adjustment	Sewer Collection	Service	(\$0.23)	9/26/2022
01-00015836-00-	Adjustment	Sewer Collection	Service	(\$0.24)	9/26/2022
01-00015824-00-	Adjustment	R Water	Service	(\$0.30)	9/26/2022
01-00015824-00-	Adjustment	Sewer Collection	Service	(\$0.26)	9/26/2022
01-00015824-00-	Adjustment	WWTP	Service	(\$0.34)	9/26/2022
01-00015824-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00015826-00-	Adjustment	R Water	Service	(\$0.34)	9/26/2022
01-00015826-00-	Adjustment	Sewer Collection	Service	(\$0.30)	9/26/2022
01-00015826-00-	Adjustment	WWTP	Service	(\$0.37)	9/26/2022
01-00015844-00-	Adjustment	Storm Water	Service	(\$0.23)	9/26/2022
01-00015836-00-	Adjustment	R Water	Service	(\$0.27)	9/26/2022
01-00001531-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00015836-00-	Adjustment	WWTP	Service	(\$0.32)	9/26/2022
01-00015836-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00015838-00-	Adjustment	R Water	Service	(\$0.35)	9/26/2022
01-00015838-00-	Adjustment	Sewer Collection	Service	(\$0.31)	9/26/2022
01-00015838-00-	Adjustment	WWTP	Service	(\$0.39)	9/26/2022
01-00015838-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00015844-00-	Adjustment	R Water	Service	(\$0.25)	9/26/2022
01-00015844-00-	Adjustment	Sewer Collection	Service	(\$0.22)	9/26/2022
01-00015826-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001152-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001683-00-	Adjustment	R Water	Service	(\$0.85)	9/26/2022
01-00005155-00-	Adjustment	Combo Water	Service	(\$1.80)	9/26/2022
01-00005155-00-	Adjustment	Sewer Collection	Service	(\$1.40)	9/26/2022

Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00005155-00-	Adjustment	WWTP	Service	(\$1.42)	9/26/2022
01-00005155-00-	Adjustment	Annual State Wa	Service	(\$0.02)	9/26/2022
01-00005155-00-	Adjustment	Storm Water	Service	(\$0.27)	9/26/2022
01-00001152-00-	Adjustment	Combo Water	Service	(\$0.83)	9/26/2022
01-00001823-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001152-00-	Adjustment	WWTP	Service	(\$0.81)	9/26/2022
01-00001823-00-	Adjustment	Sewer Collection	Service	(\$1.72)	9/26/2022
01-00001818-00-	Adjustment	R Water	Service	(\$2.93)	9/26/2022
01-00001818-00-	Adjustment	Sewer Collection	Service	(\$2.61)	9/26/2022
01-00001818-00-	Adjustment	WWTP	Service	(\$2.58)	9/26/2022
01-00001818-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001038-00-	Adjustment	R Water	Service	(\$0.92)	9/26/2022
01-00001038-00-	Adjustment	Sewer Collection	Service	(\$0.84)	9/26/2022
01-00001038-00-	Adjustment	WWTP	Service	(\$0.88)	9/26/2022
01-00002625-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001152-00-	Adjustment	Sewer Collection	Service	(\$0.76)	9/26/2022
01-00005876-01-	Adjustment	R Water	Service	(\$1.16)	9/26/2022
01-00001531-00-	Adjustment	Sewer Collection	Service	(\$1.03)	9/26/2022
01-00005163-01-	Adjustment	Sewer Collection	Service	(\$24.99)	9/15/2022
01-00005163-01-	Adjustment	WWTP	Service	(\$23.99)	9/15/2022
01-00005163-01-	Adjustment	Storm Water	Service	(\$0.50)	9/15/2022
01-00001007-00-	Adjustment	Miscellaneous	Service	\$50.00	9/19/2022
01-00002618-00-	Adjustment	R Water	Service	(\$2.29)	9/26/2022
01-00002618-00-	Adjustment	Sewer Collection	Service	(\$2.07)	9/26/2022
01-00001823-00-	Adjustment	R Water	Service	(\$1.88)	9/26/2022
01-00002618-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001683-00-	Adjustment	Sewer Collection	Service	(\$0.78)	9/26/2022
01-00005876-01-	Adjustment	Sewer Collection	Service	(\$1.06)	9/26/2022
01-00005876-01-	Adjustment	WWTP	Service	(\$1.10)	9/26/2022
01-00005876-01-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00005009-00-	Adjustment	Combo Water	Service	(\$5.44)	9/26/2022
01-00005009-00-	Adjustment	Sewer Collection	Service	(\$1.52)	9/26/2022
01-00005009-00-	Adjustment	WWTP	Service	(\$1.54)	9/26/2022
01-00005009-00-	Adjustment	Annual State Wa	Service	(\$0.25)	9/26/2022
01-00001823-00-	Adjustment	WWTP	Service	(\$1.73)	9/26/2022
01-00002618-00-	Adjustment	WWTP	Service	(\$2.06)	9/26/2022
01-00002579-00-	Adjustment	WWTP	Service	(\$2.84)	9/26/2022
01-00001038-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001990-00-	Adjustment	WWTP	Service	(\$1.16)	9/26/2022
01-00001990-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001509-00-	Adjustment	R Water	Service	(\$1.51)	9/26/2022
01-00001509-00-	Adjustment	Sewer Collection	Service	(\$1.39)	9/26/2022
01-00001509-00-	Adjustment	WWTP	Service	(\$1.41)	9/26/2022
01-00001509-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001990-00-	Adjustment	Combo Water	Service	(\$5.29)	9/26/2022
01-00002579-00-	Adjustment	Sewer Collection	Service	(\$2.90)	9/26/2022
01-00001040-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00002579-00-	Adjustment	Annual State Wa	Service	(\$0.21)	9/26/2022
01-00002579-00-	Adjustment	Annual State Wa	Service	(\$0.21)	9/26/2022
01-00002579-00-	Adjustment	Storm Water	Service	(\$0.22)	9/26/2022
00-00005022-02-	Adjustment		UR	(\$70.62)	9/29/2022
00-00005161-01-	Adjustment		UR	(\$82.54)	9/29/2022
01-00005078-00-	Adjustment	R Water	Service	(\$1.24)	9/29/2022
01-00005078-00-	Adjustment	Sewer Collection	Service	(\$1.14)	9/29/2022
01-00005078-00-	Adjustment	WWTP	Service	(\$1.17)	9/29/2022

Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00002579-00-	Adjustment	R Water	Service	(\$3.30)	9/26/2022
01-00001562-00-	Adjustment	Annual State Wa	Service	(\$0.23)	9/26/2022
01-00001683-00-	Adjustment	WWTP	Service	(\$0.83)	9/26/2022
01-00001683-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00004158-00-	Adjustment	R Water	Service	(\$0.82)	9/26/2022
01-00004158-00-	Adjustment	Sewer Collection	Service	(\$0.75)	9/26/2022
01-00004158-00-	Adjustment	WWTP	Service	(\$0.80)	9/26/2022
01-00004158-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001562-00-	Adjustment	R Water	Service	(\$1.03)	9/26/2022
01-00001990-00-	Adjustment	Sewer Collection	Service	(\$1.12)	9/26/2022
01-00001562-00-	Adjustment	WWTP	Service	(\$0.97)	9/26/2022
01-00002625-00-	Adjustment	WWTP	Service	(\$1.03)	9/26/2022
01-00001562-00-	Adjustment	Annual State Wa	Service	(\$0.23)	9/26/2022
01-00001140-00-	Adjustment	R Water	Service	(\$0.70)	9/26/2022
01-00001140-00-	Adjustment	Sewer Collection	Service	(\$0.64)	9/26/2022
01-00001140-00-	Adjustment	WWTP	Service	(\$0.70)	9/26/2022
01-00001140-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001040-00-	Adjustment	R Water	Service	(\$0.74)	9/26/2022
01-00001040-00-	Adjustment	Sewer Collection	Service	(\$0.67)	9/26/2022
01-00001040-00-	Adjustment	WWTP	Service	(\$0.73)	9/26/2022
01-00001562-00-	Adjustment	Sewer Collection	Service	(\$0.94)	9/26/2022
01-00004094-00-	Adjustment	Sewer Collection	Service	(\$1.64)	9/26/2022
01-00001513-00-	Adjustment	Sewer Collection	Service	(\$1.32)	9/26/2022
01-00001511-00-	Adjustment	Sewer Collection	Service	(\$0.76)	9/26/2022
01-00001511-00-	Adjustment	WWTP	Service	(\$0.82)	9/26/2022
01-00001511-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00003000-00-	Adjustment	Combo Water	Service	(\$4.15)	9/26/2022
01-00003000-00-	Adjustment	Sewer Collection	Service	(\$1.12)	9/26/2022
01-00003000-00-	Adjustment	WWTP	Service	(\$1.16)	9/26/2022
01-00003026-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00004094-00-	Adjustment	R Water	Service	(\$1.79)	9/26/2022
01-00003026-00-	Adjustment	WWTP	Service	(\$1.20)	9/26/2022
01-00004094-00-	Adjustment	WWTP	Service	(\$1.65)	9/26/2022
01-00004094-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001096-00-	Adjustment	R Water	Service	(\$1.03)	9/26/2022
01-00001096-00-	Adjustment	Sewer Collection	Service	(\$0.94)	9/26/2022
01-00001096-00-	Adjustment	WWTP	Service	(\$0.98)	9/26/2022
01-00001096-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001513-00-	Adjustment	R Water	Service	(\$1.44)	9/26/2022
01-00005163-01-	Adjustment	R Water	Service	(\$27.13)	9/15/2022
01-00003000-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001031-00-	Adjustment	Sewer Collection	Service	(\$0.49)	9/26/2022
01-00002603-00-	Adjustment	R Water	Service	(\$0.78)	9/26/2022
01-00002603-00-	Adjustment	Sewer Collection	Service	(\$0.71)	9/26/2022
01-00002603-00-	Adjustment	WWTP	Service	(\$0.77)	9/26/2022
01-00002603-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00002546-00-	Adjustment	R Water	Service	(\$0.56)	9/26/2022
01-00002546-00-	Adjustment	Sewer Collection	Service	(\$0.51)	9/26/2022
01-00002546-00-	Adjustment	WWTP	Service	(\$0.57)	9/26/2022
01-00001511-00-	Adjustment	R Water	Service	(\$0.84)	9/26/2022
01-00001031-00-	Adjustment	R Water	Service	(\$0.54)	9/26/2022
01-00001513-00-	Adjustment	Sewer Collection	Service	\$1.32	9/26/2022
01-00001031-00-	Adjustment	WWTP	Service	(\$0.56)	9/26/2022
01-00001031-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001529-00-	Adjustment	R Water	Service	(\$2.34)	9/26/2022

Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00001529-00-	Adjustment	Sewer Collection	Service	(\$2.11)	9/26/2022
01-00001529-00-	Adjustment	WWTP	Service	(\$2.10)	9/26/2022
01-00001529-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00003026-00-	Adjustment	Combo Water	Service	(\$2.51)	9/26/2022
01-00003026-00-	Adjustment	Sewer Collection	Service	(\$1.17)	9/26/2022
01-00002546-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001852-00-	Adjustment	Sewer Collection	Service	(\$2.74)	9/26/2022
01-00001513-00-	Adjustment	Sewer Collection	Service	(\$1.32)	9/26/2022
01-00002551-00-	Adjustment	WWTP	Service	(\$1.50)	9/26/2022
01-00002551-00-	Adjustment	Sewer Collection	Service	(\$1.49)	9/26/2022
01-00002551-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00002564-00-	Adjustment	R Water	Service	(\$1.11)	9/26/2022
01-00002564-00-	Adjustment	Sewer Collection	Service	(\$1.01)	9/26/2022
01-00002564-00-	Adjustment	WWTP	Service	(\$1.05)	9/26/2022
01-00001703-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001852-00-	Adjustment	R Water	Service	(\$3.09)	9/26/2022
01-00001703-00-	Adjustment	WWTP	Service	(\$1.09)	9/26/2022
01-00001852-00-	Adjustment	WWTP	Service	(\$2.70)	9/26/2022
01-00001852-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001936-00-	Adjustment	R Water	Service	(\$1.10)	9/26/2022
01-00001936-00-	Adjustment	Sewer Collection	Service	(\$1.00)	9/26/2022
01-00001936-00-	Adjustment	WWTP	Service	(\$1.04)	9/26/2022
01-00001936-00-	Adjustment	Storm Water	Service	(\$0.23)	9/26/2022
01-00002625-00-	Adjustment	R Water	Service	(\$1.08)	9/26/2022
01-00002625-00-	Adjustment	Sewer Collection	Service	(\$0.99)	9/26/2022
01-00002564-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001039-00-	Adjustment	Sewer Collection	Service	(\$0.51)	9/26/2022
01-00001513-00-	Adjustment	Sewer Collection	Service	(\$1.32)	9/26/2022
01-00001513-00-	Adjustment	Sewer Collection	Service	\$1.32	9/26/2022
01-00001513-00-	Adjustment	WWTP	Service	(\$1.34)	9/26/2022
01-00001513-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001940-00-	Adjustment	R Water	Service	(\$0.86)	9/26/2022
01-00001940-00-	Adjustment	Sewer Collection	Service	\$0.78	9/26/2022
01-00001940-00-	Adjustment	WWTP	Service	(\$0.83)	9/26/2022
01-00002551-00-	Adjustment	Combo Water	Service	(\$1.62)	9/26/2022
01-00001039-00-	Adjustment	R Water	Service	(\$0.56)	9/26/2022
01-00005078-00-	Adjustment	Storm Water	Service	(\$0.25)	9/29/2022
01-00001039-00-	Adjustment	WWTP	Service	(\$0.57)	9/26/2022
01-00001039-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00002624-00-	Adjustment	Combo Water	Service	(\$2.66)	9/26/2022
01-00002624-00-	Adjustment	Sewer Collection	Service	(\$2.38)	9/26/2022
01-00002624-00-	Adjustment	WWTP	Service	(\$2.36)	9/26/2022
01-00002624-00-	Adjustment	Storm Water	Service	(\$0.25)	9/26/2022
01-00001703-00-	Adjustment	Combo Water	Service	(\$3.32)	9/26/2022
01-00001703-00-	Adjustment	Sewer Collection	Service	(\$1.05)	9/26/2022
01-00001940-00-	Adjustment	Storm Water	Service	(\$0.24)	9/26/2022
				(\$344.22)	

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



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 October 4, 2022

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
911 Abandoned Total: 1					
09/25/22 20:04	911 Abandoned	2022080009			911
911 Abandoned; Medical - Sick Total: 1					
09/17/22 14:32	911 Abandoned;	2022077455			911
911 Hang-up Total: 1					
09/24/22 20:45	911 Hang-up	2022079735			911
911 Open Line Total: 2					
09/08/22 15:21	911 Open Line	2022074768			911
09/26/22 10:50	911 Open Line	2022080128			911
911 Open Line; Court Order Violation Total: 1					
09/26/22 00:48	911 Open Line; Court	2022080053	911 Open Line	WP22025436	911
Alarm Total: 1					
09/04/22 10:46	Alarm	2022073487			Phone
Animal Total: 1					
09/02/22 21:21	Animal	2022073079	Animal	WP22023134	911
Animal - Barking Dog Total: 5					
09/19/22 19:46	Animal - Barking Dog	2022078202	Animal - Barking Dog	WP22024862	Phone
09/21/22 15:30	Animal - Barking Dog	2022078712	Animal - Barking Dog	WP22025040	Phone
09/24/22 19:24	Animal - Barking Dog	2022079708	Animal - Barking Dog	WP22025344	Phone
09/28/22 18:23	Animal - Barking Dog	2022080876	Animal - Barking Dog	WP22025701	Phone
09/28/22 19:17	Animal - Barking Dog	2022080885	Animal - Barking Dog	WP22025706	911
Animal - Bites - Attacks Total: 1					
09/13/22 18:34	Animal - Bites - Attacks	2022076331	Animal - Bites - Attacks	WP22024190	Phone
Check Welfare Total: 5					
09/18/22 10:20	Check Welfare	2022077691	Check Welfare	WP22024674	
09/18/22 10:43	Check Welfare	2022077695	Check Welfare	WP22024677	Phone
09/18/22 16:23	Check Welfare	2022077800	Death Investigation - Natural	WP22024713	Phone
09/21/22 14:12	Check Welfare	2022078678	Check Welfare	WP22025030	Phone
09/23/22 00:37	Check Welfare	2022079182	Check Welfare	WP22025197	Phone
Citizen Aid Total: 2					
09/12/22 11:05	Citizen Aid	2022075903	Citizen Aid	WP22024046	Phone
09/25/22 14:27	Citizen Aid	2022079908	Citizen Aid	WP22025394	Phone

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
--------------------------	--------------	-------	----------------	-------------	--------------

Civil Complaint Total: 3

09/04/22 19:20	Civil Complaint	2022073629	Civil Complaint	WP22023308	Phone
09/10/22 16:15	Civil Complaint	2022075397	Civil Complaint	WP22023891	Phone
09/21/22 20:23	Civil Complaint	2022078802	Civil Complaint	WP22025071	Phone

Civil Process Total: 18

09/02/22 15:15	Civil Process	2022072970			Officer
09/06/22 16:15	Civil Process	2022074146			Officer
09/07/22 11:59	Civil Process	2022074390			Officer
09/14/22 11:07	Civil Process	2022076493			Officer
09/14/22 13:02	Civil Process	2022076527			Officer
09/14/22 13:08	Civil Process	2022076531			Officer
09/14/22 13:15	Civil Process	2022076536			Officer
09/14/22 13:23	Civil Process	2022076537			Officer
09/14/22 16:17	Civil Process	2022076591			Officer
09/15/22 15:05	Civil Process	2022076843			Officer
09/15/22 15:18	Civil Process	2022076846			Officer
09/15/22 15:24	Civil Process	2022076848			Officer
09/15/22 15:47	Civil Process	2022076857			Officer
09/19/22 11:06	Civil Process	2022078024			Officer
09/20/22 09:50	Civil Process	2022078314			Officer
09/21/22 17:00	Civil Process	2022078744			Officer
09/21/22 17:12	Civil Process	2022078752			Officer
09/22/22 14:41	Civil Process	2022079006			Officer

Commercial Fire Alarm Total: 1

09/23/22 08:18	Commercial Fire Alarm	2022079225			Phone
----------------	-----------------------	------------	--	--	-------

Commercial General Alarm Total: 1

09/19/22 04:36	Commercial General	2022077935			Phone
----------------	--------------------	------------	--	--	-------

Court Order Violation Total: 1

09/15/22 18:58	Court Order Violation	2022076916	Court Order Violation	WP22024403	Phone
----------------	-----------------------	------------	-----------------------	------------	-------

Criminal Damage to Property Total: 1

09/05/22 08:58	Criminal Damage to	2022073769	Suspicious - Circumstances	WP22023351	Phone
----------------	--------------------	------------	----------------------------	------------	-------

Criminal Damage to Property; Domestic Disturbance Total: 1

09/12/22 13:36	Criminal Damage to	2022075952	Civil Complaint	WP22024065	Phone
----------------	--------------------	------------	-----------------	------------	-------

Disorderly Total: 1

09/30/22 23:14	Disorderly	2022081518	Disorderly	WP22025922	911
----------------	------------	------------	------------	------------	-----

Domestic Disturbance Total: 5

09/08/22 17:34	Domestic Disturbance	2022074823	Domestic Disturbance	WP22023713	Phone
09/09/22 21:12	Domestic Disturbance	2022075154	Domestic Disturbance	WP22023820	911
09/13/22 20:48	Domestic Disturbance	2022076361	Domestic Disturbance	WP22024205	911
09/16/22 21:25	Domestic Disturbance	2022077275	Domestic Disturbance	WP22024539	911
09/28/22 21:20	Domestic Disturbance	2022080913	Domestic Disturbance	WP22025717	911

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
Drugs Total: 1					
09/08/22 22:42	Drugs	2022074898	Drugs	WP22023736	Phone
Dumping Total: 2					
09/05/22 07:26	Dumping	2022073756	Dumping	WP22023347	Phone
09/07/22 16:54	Dumping	2022074484	Dumping	WP22023599	
Fight Total: 1					
09/25/22 16:53	Fight	2022079961	Fight	WP22025410	911
Fraud - Checks - Cards Total: 1					
09/26/22 14:00	Fraud - Checks - Cards	2022080167	Fraud - Checks - Cards	WP22025472	Phone
Fraud - Forgery Total: 1					
09/16/22 10:36	Fraud - Forgery	2022077058	Counterfeit Currency	WP22024458	Phone
Fraud - Internet Total: 1					
09/12/22 19:35	Fraud - Internet	2022076065	Fraud - Internet	WP22024099	911
Gun Incident Total: 1					
09/14/22 19:37	Gun Incident	2022076638	Gun Incident	WP22024301	911
Harassment Total: 4					
09/08/22 10:37	Harassment	2022074664	Harassment	WP22023658	Phone
09/14/22 18:38	Harassment	2022076621	Harassment	WP22024296	Phone
09/17/22 15:45	Harassment	2022077477	Harassment	WP22024590	911
09/23/22 13:15	Harassment	2022079312	Threats	WP22025237	Phone
Info Total: 2					
09/13/22 11:19	Info	2022076193	Info	WP22024136	
09/14/22 15:09	Info	2022076559			Phone
Intoxicated Person Total: 2					
09/10/22 16:34	Intoxicated Person	2022075404	Intoxicated Person	WP22023893	Phone
09/12/22 06:42	Intoxicated Person	2022075831	Intoxicated Person	WP22024019	911
Juvenile - Complaint Total: 3					
09/06/22 18:34	Juvenile - Complaint	2022074201	Juvenile - Complaint	WP22023505	Phone
09/21/22 15:05	Juvenile - Complaint	2022078698	Juvenile - Complaint	WP22025037	Phone
09/24/22 20:23	Juvenile - Complaint	2022079727	Juvenile - Complaint	WP22025350	Phone
Lost - Found Property Total: 1					
09/17/22 08:30	Lost - Found Property	2022077382	Lost - Found Property	WP22024565	
Medical - Abdominal Pain Total: 1					
09/07/22 16:56	Medical - Abdominal	2022074485			911
Medical - Childbirth - Obstetrics Total: 1					
09/01/22 21:41	Medical - Childbirth -	2022072786			911
Medical - Choking Total: 1					
09/14/22 16:50	Medical - Choking	2022076600			911

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
--------------------------	--------------	-------	----------------	-------------	--------------

Medical - Fall Under 6 Feet Total: 2

09/19/22 13:24	Medical - Fall Under 6	2022078089			911
09/21/22 21:49	Medical - Fall Under 6	2022078821			911

Medical - Heart Problems Total: 1

09/22/22 19:08	Medical - Heart	2022079117			911
----------------	-----------------	------------	--	--	-----

Medical - Overdose - Poisoning Total: 2

09/08/22 22:19	Medical - Overdose -	2022074895			911
09/10/22 04:50	Medical - Overdose -	2022075225			911

Medical - Psychiatric - Behavioral Total: 5

09/16/22 07:49	Medical - Psychiatric -	2022077022	Citizen Aid	WP22024435	Phone
09/17/22 16:18	Medical - Psychiatric -	2022077482	Medical - Psychiatric -	WP22024599	911
09/19/22 18:55	Medical - Psychiatric -	2022078192	Medical - Psychiatric -	WP22024857	911
09/20/22 12:22	Medical - Psychiatric -	2022078368	Medical - Psychiatric -	WP22024925	Phone
09/30/22 21:34	Medical - Psychiatric -	2022081491	Medical - Psychiatric -	WP22025913	Phone

Medical - Sick Total: 4

09/01/22 18:23	Medical - Sick	2022072728			911
09/06/22 13:44	Medical - Sick	2022074104			911
09/10/22 10:21	Medical - Sick	2022075275			911
09/15/22 17:34	Medical - Sick	2022076888			911

Medical - Stroke Total: 2

09/04/22 15:29	Medical - Stroke	2022073558			911
09/21/22 07:48	Medical - Stroke	2022078571			911

Missing Person Total: 1

09/24/22 04:32	Missing Person	2022079516	Juvenile - Complaint	WP22025297	911
----------------	----------------	------------	----------------------	------------	-----

Motorist Aid Total: 1

09/24/22 13:08	Motorist Aid	2022079606			
----------------	--------------	------------	--	--	--

MVA - No Injuries Total: 2

09/28/22 07:35	MVA - No Injuries	2022080707	MVA - No Injuries	WP22025632	
09/30/22 15:31	MVA - No Injuries	2022081391	MVA - No Injuries	WP22025870	911

Neighborhood Dispute Total: 2

09/08/22 13:51	Neighborhood Dispute	2022074733	Neighborhood Dispute	WP22023683	
09/21/22 15:10	Neighborhood Dispute	2022078700	Neighborhood Dispute	WP22025039	

Noise Total: 2

09/10/22 20:48	Noise	2022075477	Noise	WP22023921	
09/17/22 23:46	Noise	2022077609	Noise	WP22024648	

Parking Total: 1

09/21/22 17:09	Parking	2022078749	Neighborhood Dispute	WP22025051	
----------------	---------	------------	----------------------	------------	--

Probation Check Total: 6

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
09/06/22 14:06	Probation Check	2022074111			Officer
09/15/22 14:10	Probation Check	2022076831			Officer
09/26/22 15:22	Probation Check	2022080200			Officer
09/28/22 13:41	Probation Check	2022080803			Officer
09/29/22 15:39	Probation Check	2022081132			Officer
09/29/22 15:58	Probation Check	2022081136			Officer

Repossession Total: 1

09/13/22 07:17	Repossession	2022076142			
----------------	--------------	------------	--	--	--

SIA Area Watch Total: 1

09/11/22 18:18	SIA Area Watch	2022075738			
----------------	----------------	------------	--	--	--

SIA Business Walk Through Total: 1

09/01/22 14:14	SIA Business Walk	2022072640			
----------------	-------------------	------------	--	--	--

SIA City Council - City Hall Total: 1

09/12/22 18:00	SIA City Council - City	2022076033			Officer
----------------	-------------------------	------------	--	--	---------

SIA Foot Patrol Total: 3

09/01/22 02:03	SIA Foot Patrol	2022072515			
09/09/22 00:34	SIA Foot Patrol	2022074914			Officer
09/15/22 12:44	SIA Foot Patrol	2022076807			

SIA Other Total: 4

09/08/22 23:44	SIA Other	2022074909	Suspicious - Person - Vehicle	WP22023740	Officer
09/11/22 05:40	SIA Other	2022075579			
09/12/22 05:18	SIA Other	2022075820			
09/30/22 00:56	SIA Other	2022081259	DUI	WP22025819	

Sign - Signal Repair Total: 3

09/23/22 10:07	Sign - Signal Repair	2022079260			Phone
09/27/22 09:45	Sign - Signal Repair	2022080405			Phone
09/29/22 13:51	Sign - Signal Repair	2022081100			

Surveillance Total: 4

09/07/22 11:10	Surveillance	2022074370			
09/11/22 03:06	Surveillance	2022075568			
09/11/22 20:59	Surveillance	2022075771	Warrant - Arrest	WP22024003	
09/13/22 15:49	Surveillance	2022076278			

Suspicious - Circumstances Total: 3

09/08/22 10:52	Suspicious -	2022074673	Suspicious - Circumstances	WP22023663	Phone
09/13/22 09:17	Suspicious -	2022076167	Suspicious - Circumstances	WP22024129	Phone
09/23/22 19:36	Suspicious -	2022079425	Suspicious - Circumstances	WP22025273	Phone

Suspicious - Person - Vehicle Total: 4

09/04/22 22:01	Suspicious - Person -	2022073682	Suspicious - Person - Vehicle	WP22023323	911
09/04/22 22:50	Suspicious - Person -	2022073697	Suspicious - Person - Vehicle	WP22023328	Phone
09/10/22 17:13	Suspicious - Person -	2022075419	Suspicious - Person - Vehicle	WP22023899	Phone

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
09/19/22 03:51	Suspicious - Person -	2022077933	Suspicious - Person - Vehicle	WP22024757	911

Theft Total: 3

09/13/22 12:14	Theft	2022076209	Civil Complaint	WP22024144	Phone
09/23/22 20:25	Theft	2022079438	Theft	WP22025278	Phone
09/30/22 20:57	Theft	2022081485	Theft	WP22025911	Phone

Theft - From Vehicle Total: 2

09/04/22 23:11	Theft - From Vehicle	2022073705	Theft - From Vehicle	WP22023332	Officer
09/19/22 07:43	Theft - From Vehicle	2022077963	Suspicious - Circumstances	WP22024765	Phone

Threats Total: 2

09/12/22 23:36	Threats	2022076106	Threats	WP22024113	Phone
09/13/22 20:26	Threats	2022076352	Threats	WP22024199	Phone

Traffic - Complaint Total: 7

09/07/22 08:04	Traffic - Complaint	2022074326	Traffic - Complaint	WP22023543	Phone
09/09/22 15:55	Traffic - Complaint	2022075060	Traffic - Complaint	WP22023792	Phone
09/12/22 21:26	Traffic - Complaint	2022076088	Traffic - Complaint	WP22024108	911
09/13/22 17:04	Traffic - Complaint	2022076303	Traffic - Complaint	WP22024176	911
09/15/22 22:05	Traffic - Complaint	2022076967	Traffic - Complaint	WP22024417	911
09/16/22 13:20	Traffic - Complaint	2022077117	Traffic - Complaint	WP22024483	911
09/22/22 19:17	Traffic - Complaint	2022079121			Phone

Traffic - Hazard Total: 2

09/08/22 10:48	Traffic - Hazard	2022074669	Traffic - Hazard	WP22023665	911
09/24/22 15:50	Traffic - Hazard	2022079649	Traffic - Hazard	WP22025331	Phone

Traffic Stop Total: 33

09/01/22 00:02	Traffic Stop	2022072508			Officer
09/01/22 22:26	Traffic Stop	2022072795			Officer
09/02/22 01:54	Traffic Stop	2022072827			Officer
09/02/22 17:08	Traffic Stop	2022073011	Traffic Stop	WP22023109	Officer
09/02/22 20:35	Traffic Stop	2022073070	DUI	WP22023132	Officer
09/02/22 23:18	Traffic Stop	2022073102	Traffic Stop	WP22023142	Officer
09/03/22 20:19	Traffic Stop	2022073336			Officer
09/04/22 00:13	Traffic Stop	2022073425			
09/05/22 15:40	Traffic Stop	2022073837			Officer
09/06/22 15:21	Traffic Stop	2022074126			Officer
09/06/22 15:45	Traffic Stop	2022074136	Traffic Stop	WP22023485	Officer
09/06/22 16:31	Traffic Stop	2022074151			Officer
09/06/22 23:02	Traffic Stop	2022074279	Theft - Shoplifting	WP22023530	Officer
09/07/22 02:59	Traffic Stop	2022074300			Officer
09/07/22 15:42	Traffic Stop	2022074452			Officer
09/07/22 20:50	Traffic Stop	2022074546	Traffic Stop	WP22023621	Officer
09/08/22 08:38	Traffic Stop	2022074628	Traffic Stop	WP22023641	Officer
09/10/22 19:59	Traffic Stop	2022075463			Officer
09/12/22 17:39	Traffic Stop	2022076025	Traffic Stop	WP22024087	Officer
09/13/22 01:47	Traffic Stop	2022076122			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
09/13/22 15:59	Traffic Stop	2022076282			Officer
09/15/22 02:15	Traffic Stop	2022076702			Officer
09/15/22 21:22	Traffic Stop	2022076957			Officer
09/15/22 22:59	Traffic Stop	2022076981	Drugs	WP22024422	Officer
09/16/22 12:41	Traffic Stop	2022077104	Traffic Stop	WP22024479	Officer
09/16/22 21:02	Traffic Stop	2022077260			Officer
09/16/22 23:12	Traffic Stop	2022077308			Officer
09/18/22 20:51	Traffic Stop	2022077882			Officer
09/23/22 18:59	Traffic Stop	2022079410			Officer
09/25/22 10:13	Traffic Stop	2022079833			Officer
09/25/22 15:56	Traffic Stop	2022079943			Officer
09/26/22 04:27	Traffic Stop	2022080064			Officer
09/26/22 22:40	Traffic Stop	2022080314			Officer

Training Total: 1

09/08/22 08:19	Training	2022074625			911
----------------	----------	------------	--	--	-----

Unwanted Person Total: 2

09/09/22 15:04	Unwanted Person	2022075043	Civil Child Custody	WP22023784	Phone
09/25/22 19:46	Unwanted Person	2022080001	Unwanted Person	WP22025427	Phone

Warrant - Attempt Total: 7

09/08/22 12:55	Warrant - Attempt	2022074716			Officer
09/08/22 16:11	Warrant - Attempt	2022074792	Warrant - Attempt	WP22023706	Officer
09/08/22 23:15	Warrant - Attempt	2022074902			Officer
09/10/22 20:23	Warrant - Attempt	2022075469	Warrant - Attempt	WP22023922	
09/12/22 12:42	Warrant - Attempt	2022075939	Warrant - Arrest	WP22024058	
09/12/22 14:23	Warrant - Attempt	2022075967			
09/12/22 15:12	Warrant - Attempt	2022075980			

Total Records: 191

Montrose/Waverly Patrol Hour Summary

Hours Purchased Per Contract:	5,840.00
Starting Hours (beginning of month):	1,923.50
M-T-D (detailed below):	482.25
Balance going forward (to next month):	1,441.25
Y-T-D:	4,398.75

** 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-Sep-22	10:00	1-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
1-Sep-22	20:00	2-Sep-22	1:00	Montrose/Wave	4630 Sheriff Genera		5.00
2-Sep-22	10:00	2-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
2-Sep-22	20:00	3-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
2-Sep-22	22:00	2-Sep-22	23:15	Extra Hours: Mo	4640 EOS Premium		1.25
3-Sep-22	10:00	3-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
3-Sep-22	20:00	4-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
4-Sep-22	10:00	4-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
4-Sep-22	20:00	5-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
5-Sep-22	10:00	5-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
5-Sep-22	20:00	6-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
6-Sep-22	10:00	6-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
6-Sep-22	20:00	7-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
7-Sep-22	12:00	7-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		8.00
7-Sep-22	20:00	8-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
8-Sep-22	10:00	8-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
8-Sep-22	20:00	9-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
9-Sep-22	10:00	9-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
9-Sep-22	20:00	10-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
10-Sep-22	10:00	10-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
10-Sep-22	20:00	11-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
11-Sep-22	10:00	11-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
11-Sep-22	20:00	12-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
12-Sep-22	10:00	12-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
12-Sep-22	20:00	13-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
13-Sep-22	10:00	13-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
13-Sep-22	20:00	14-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
14-Sep-22	10:00	14-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
14-Sep-22	20:00	15-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
15-Sep-22	10:00	15-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00
15-Sep-22	20:00	16-Sep-22	2:00	Montrose/Wave	4630 Sheriff Genera		6.00
16-Sep-22	10:00	16-Sep-22	20:00	Montrose/Wave	4620 Sheriff Genera		10.00

16-Sep-22	20:00	17-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
17-Sep-22	10:00	17-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
17-Sep-22	20:00	18-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
18-Sep-22	10:00	18-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
18-Sep-22	20:00	19-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
19-Sep-22	10:00	19-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
19-Sep-22	20:00	20-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
20-Sep-22	10:00	20-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
20-Sep-22	20:00	21-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
21-Sep-22	10:00	21-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
21-Sep-22	20:00	22-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
22-Sep-22	10:00	22-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
22-Sep-22	20:00	23-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
23-Sep-22	10:00	23-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
23-Sep-22	20:00	24-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
24-Sep-22	10:00	24-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
24-Sep-22	10:00	24-Sep-22	14:00 Montrose/Wave	4630 Sheriff Gener:	4.00
24-Sep-22	16:00	24-Sep-22	20:00 Montrose/Wave	4630 Sheriff Gener:	4.00
24-Sep-22	22:00	25-Sep-22	0:00 Montrose/Wave	4630 Sheriff Premiu	2.00
25-Sep-22	10:00	25-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
25-Sep-22	20:00	26-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
26-Sep-22	10:00	26-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
26-Sep-22	20:00	27-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
27-Sep-22	10:00	27-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
27-Sep-22	20:00	28-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
28-Sep-22	10:00	28-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
28-Sep-22	20:00	29-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
29-Sep-22	10:00	29-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
29-Sep-22	20:00	30-Sep-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00
30-Sep-22	10:00	30-Sep-22	20:00 Montrose/Wave	4620 Sheriff Gener:	10.00
30-Sep-22	20:00	1-Oct-22	2:00 Montrose/Wave	4630 Sheriff Gener:	6.00

TOTAL:	482.25
---------------	---------------

34

REQUEST FOR COUNCIL ACTION
Submittal deadline is Tuesday prior to the council meeting
MEETING DATE 10/10/22

NAME: Angie Cuff

ADDRESS: 821 Cole Avenue Montrose, MA 55363

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

Dear City Council,

My name is Angie Cuff & my husband's name is Shawn Cuff. We live at 821 Cole Avenue. We recently had our water turned off & when we contacted the city, we were told our 2nd meter wasn't working. They came out to fix it & we received a water bill from the city for \$3,000.00 dollars. We were told that the city's water meter was broken & that we weren't being charged for our 2nd meter. We've always paid the amount due on the water bill on time through auto pay. We've never examined the gallons used or assumed there was a discrepancy. Had we known the total amount, we never would've used as much water. We are asking for reprieve due to no communication from the city that their water meter was broken & we will continue to pay our water bill for both meters going forward. Thank you for your consideration.

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



Monthly Activity Report Montrose Fire Department

Prepared and Presented by
Kevin Triplett – Fire Chief



Period: 09/01/2022 thru 09/30/2022 (SEPTEMBER)

CALLS

Total Calls: 24

of Calls SEPTEMBER 2021 = 29
2021 vs 2022 (2022 = - 5)

EMS Calls: 20

Other Calls:

09/26 - #22240 – Motor Vehicle Crash – Woodland Township

09/23 - #22239 – Fire Alarm – Montrose City

09/21 - #22235 – Mutual Aid to Watertown FD – Structure Fire – Watertown City

09/12 - #22226 – Fire Alarm – Montrose City

Total calls to Date 2022 – 240

2021 vs 2022 (2022 = +7)

Total calls this time in 2021 - 233

Call Districts

Montrose City: 18

Franklin Township: 1

Marysville Township: 2

Woodland Township: 2

Other: 1 (Watertown City)

TRAINING:

09/06/2022 – Staff Meeting / Truck Maintenance

09/13/2022 – Tender Ops/Hose Lays

09/20/2022 – Medical / Donning and Doffing gear

Other Activities, Special Mention, Etc.

Throughout the month – Construction meetings

09/07/2022 – Budget Workshop w/ City

09/12/2022 – City Council Meeting

09/17/2022 – Parking for Demo Derby – Howard Lake (County Fair Grounds)

09/27/2022 – Clean upstairs & back room

SPECIAL INFO

- Michael Sommerfeld joins the Fire Department as a Part Time Volunteer effective 09/06/2022

- Jennifer Brenny joins the Montrose Fire Department effective 09/20/2022

Acknowledgments

- Wright County – donation of office supplies/furniture from old Government Center

- Waverly Fire Department – Mutual Aid to Motor Vehicle Accident on 09/26/2022

- All firefighters who helped clean the station



Midwest Electric and Generator, Inc
 10215 Twin Lakes Road NW
 Elk River, MN 55330
 612-284-1550
www.MidwestGenerators.com

Estimate 32995442
 Job 27196017
 Estimate Date 9/19/2022
 Customer PO

Billing Address
 Montrose Fire Department - Kevin Triplett
 260 2nd Street South
 Montrose, MN 55363 USA

Job Address
 Montrose Fire Department
 260 2nd Street South
 Montrose, MN 55363 USA

Estimate Details

Generac Protector Series Automatic Generator System - 48kW: Provide and install your new automatic generator system. Locate your new generator behind the existing building within 15' of the existing high pressure natural gas meter. Install a new automatic transfer switch next to the existing disconnect for the Firehall. Install surface mounted conduit from the generator to the new transfer switch. Include a Wi-Fi connection for remote monitoring on board. Installation includes equipment, labor, materials, permits and inspections.

** If order is received by November 30th, 2022 your system qualifies for a 10 year warranty. Call for details. **

Task #	Description	Quantity
T40412	<p>48kW Generac Protector Series Automatic Generator System</p> <p>4.5L</p> <p>Low Speed - 1800 RPM</p> <p>120/208V - 3 Phase</p> <p>SER Automatic Transfer Switch - NEMA3R</p> <p>5 Year Warranty (10 Year Upgrade With Promotion)</p> <p>Your new generator will be pad mounted next to the existing high pressure natural gas meter. Transfer switch will be mounted next to existing electrical switchgear on the building</p> <p>2 Section pre-formed concrete pad</p> <p>Set generator on site - with skidsteer</p> <p>Provide generator battery</p> <p>Provide generator battery charger</p> <p>Provide battery warmer, coolant circulator and thermostat</p> <p>Electrical permit</p> <p>Electrical review</p> <p>Mechanical permit</p> <p>Mechanical review</p> <p>Complete electrical work, branch circuits and generator feeders. Configure all grounds and neutrals as required by code. Including reconfigured of grounds and neutrals, and extend bonding system per service disconnect locations. Install surface mounted conduit from generator location to transfer switch locations. including wiring tap box as required. Wire all control work for communication, and also charging circuit and cold weather circuit</p> <p>Gas work for generator system, including tap from existing high pressure natural gas system located within 15' of new generator location. Install gas line surface mounted to final generator location. To include shut off, regulators, anti-vibration line, and sediment tee</p> <p>Factory required testing, generator registration, dealer check out, and customer training</p>	1.00

COMMTERMS

Generator Terms:

1.00

\$18,000.00 DUE AT ORDERING
REMAINDER DUE THE DAY OF STARTUP

Notes:

Offloading and rigging by Midwest
Installation Included
Start-up and testing service is included
Permits are not included
Load Bank testing is not included

Midwest does not provide structural engineering, roof consulting, or architectural services, and this proposal and Contract shall not be construed as contracting to provide any such professional services. Contractor assumes no responsibility for design, structural adequacy, or compliance of the structure with building codes. If design services are required, Midwest shall not be responsible for the results of such services, whether or not such services are provided in relation to this. If structural engineering is required, fees to be paid by others, and are additional to this proposal

: No retainage without written pre-accepted agreement
: Startup will not be completed without 100% payment
: A 3% surcharge will be added to all credit card payments

PRICES : Valid for 60 days from date of this proposal

TAXES : Sales Taxes are not included, and will be billed without a tax-exempt certificate

F.O.B.Shipping : Ownership of goods passes to buyer at the time the goods cross the shipping point. Pre-paid freight to jobsite is included.

CANCELLATION : Shall be subject to applicable fees but not less than 50% of the purchase price.

DELIVERY : Factory will confirm delivery at the time of order. Storage fees of 4% per month will be assessed to the buyer starting 10 days after the scheduled ship date.

INDEMNIFICATION : Signee is obligated for any and all costs of collection, and associated fees.

PROPRIETARY : This Quote/Bill of Material is proprietary to Midwest Electric and Generator. Reproduction or sharing of this Quote/Bill of Material is strictly prohibited.

Sub-Total	\$39,897.90
Tax	\$0.00
Total	\$39,897.90

Thank you for choosing Midwest Electric and Generator, Inc

Please do not hesitate to reach out to us with questions or to book services.

We work hard to offer you Best-In-Class for your project, and can also offer some attractive financing options including 18 months interest free, or fixed 5.99%.

Our technicians are competent, licensed, and highly skilled in their profession, and will leave you confident in your decision.

Midwest Electric and Generator is the only Power Pro Premier Dealer in the 5 state area, a designation meaning we meet the most stringent set of requirements ensuring customers receive an outstanding sales and service experience when purchasing. We employ expert staff, including electricians, plumbers, mechanics, and project managers, consistently receiving high reviews from our customer base. Thank you again for the opportunity to earn your business.

All projects are subject to Midwest Electric and Generator, Inc Terms and Conditions

Midwest Electric and Generator, Inc

Terms & Conditions

All quotes are good for 30 days.

If you contract Midwest Electric and Generator, Inc. to complete work for you, the following terms and conditions will apply to the sale.

PAYMENT TERMS

The entire invoice is due upon completion of described work, or alternatively the remainder of a contract, minus any down-payments that may have been previously applied. Any payment not received within 10 days from completion of work is subject to interest at the highest amount lawfully allowed by contract in the State of Minnesota until paid. This rate is currently 18% APR. If applicable, sales tax is included in the price, unless otherwise noted. If Midwest Electric and Generator, Inc. commences litigation or employs attorneys to collect payment for any amount due it from Customer, Customer agrees to pay reasonable costs and attorney's fees which may be due. If Customer's check does not clear, Customer may be liable for more than the check amount, plus the face value of the check and court costs. A minimum of \$37.00 will be imposed on all returned checks. All parts will be removed from the Customer's premises and discarded unless specified herein.

COLLECTION COSTS

Customer agrees that they shall pay all expenses incurred by Midwest Electric and Generator, Inc. for the collection of any delinquent accounts including, but not limited to: All attorney's fees, filing fees and costs. Any and all disputes arising out of this sale shall be interpreted under the laws of the the State of Minnesota. Customer agrees to pay collection fees, reasonable attorney's fees and court costs in the event of legal action. A monthly service charge of 1 ½% will be added after 10 days.

WARRANTIES AND LIMITATIONS ON WARRANTIES

Standard warranty is 1 year on labor and parts supplied by Midwest Electric and Generator, Inc.. Midwest Electric and Generator, Inc. warrants that all work performed, and parts, and equipment which were installed in the servicing of the electrical or generator unit(s) were completed in a workmanlike manner and that said work shall be free from defects in materials and workmanship for a period 365 days from date said work was performed or manufacturer's warranties (except for the exclusions listed below). Midwest Electric and Generator, Inc's obligation for defective products and/or workmanship or any damage caused thereby, and Customer's exclusive remedy, shall be limited, at Midwest Electric and Generator, Inc's option, to the replacement of any defective parts or workmanship or the refund of amounts paid by Customer for said service. Midwest Electric and Generator, Inc must receiving actual written noticed of said defect within the 365 day period noted herein. Notice may be sent to 10215 Twin Lakes Road NW, Elk River, MN 55330

Items disclosed on invoice & declined by Customer or Customer supplied equipment may be excluded. These exclusions may have limited or no warranty if parts or equipment have been replaced or repaired by Midwest Electric and Generator, Inc. and have not been worked on by anyone else during warranty period. Warranty period may be different if noted herein. (Warranty excludes stop-pages and customer supplied items). All warranty issues must be allowed to be inspected and approved by Midwest Electric and Generator, Inc

before any repair is made or warranty is voided. Warranty is not transferable. Not liable for damage caused by weather, or normal maintenance items that have not been completed as required, or manufacturer defects.

WARRANTY EXCLUSIONS

THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ALL OTHER EXPRESSED OR IMPLIED WARRANTIES (EXCEPT OF TITLE) FROM MIDWEST ELECTRIC AND GENERATOR, INC INCLUDING , BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. MIDWEST ELECTRIC AND GENERATOR, INC SHALL NOT BE SUBJECT TO AND DISCLAIMS (1) ANY OTHER OBLIGATION OR LIABILITIES ARISING OUT OF BREACH OF CONTRACT OR OF WARRANTY; (2) ANY OBLIGATIONS WHATSOEVER ARISING FROM TORT CLAIMS INCLUDING NEGLIGENCE AND STRICT LIABILITY OR ARISING UNDER THEORIES OF LAW WITH RESPECT TO PRODUCTS SOLD OR SERVICES RENDERED BY MIDWEST ELECTRIC AND GENERATOR, INC OR ANY UNDERTAKING, ACTS OR OMISSIONS RELATED THERETO; AND (3) ALL CONSEQUENTIAL, INCIDENTAL AND CONTINGENT DAMAGES WHATSOEVER.

RESTRICTION OF THE PERIOD LIMITATION OF ACTION

Any legal action relating to this Agreement or breach thereof shall be commenced within one (1) year from the date of the work. Consumer shall be deemed to have accepted all delivered goods which he has not rejected within two (2) years of receipt.

ALTERATIONS

Any alterations, additions, adjustments or repairs made by others, unless authorized or agreed upon by Midwest Electric and Generator, Inc, will be cause to terminate Midwest Electric and Generator, Inc's obligation under the contract.

EXCLUSION OF COURSE OF DEALING

It is agreed that no prior course of dealing or usage of trade not expressly set forth in this contract shall be admissible to explain, modify, or contradict this contract in any way. All warranty work will be performed during normal business hours. Any Customer requiring warranty work not performed during regular business hours will be charged a service charge.

Note: Any alterations or deviations from the above specifications involving extra costs will be executed only upon written consent by customer and will become an extra charge over and above the estimate. All agreements, contingent upon strikes, accidents or delays are beyond our control.

MINNESOTA PRE-LIEN NOTICE:

"(a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.

(b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice."

City of Montrose
 Planning and Zoning Commission Meeting
 Montrose Community Center
 200 Center Avenue South
 Wednesday, September 14, 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, September 14, 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
 Commissioner Shawn Cuff
 City Council Liaison Sam Solarz

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Stephen Gritman, City Planner

3. PLEDGE OF ALLEGIENCE

The Pledge of Allegiance was taken.

4. APPROVAL OF THE AGENDA

Commissioner Henry motioned to approve the September 14, 2022 Planning and Zoning Meeting Agenda as presented. Commissioner Fraumann seconded the motion. Motion carried 5-0.

5. APPROVAL OF THE MINUTES

A. August 10, 2022 Planning and Zoning Commission Meeting Minutes

Commissioner Henry motioned to approve the August 10, 2022 Planning and Zoning Commission Meeting Minutes. Commissioner Cuff seconded the motion. Motion carried 5-0.

6. OLD BUSINESS

A. Creekside Hollow Preliminary Plat Update

Ms. Bonniwell stated that she wanted to give the Planning Commission an update that the developers for Creekside Hollow have requested to wait until the October Council Meeting to attempt to gain preliminary plat approval from Council after they make some changes based on the comments and

requirements from the planner, engineers, planning commission and staff.

7. NEW BUSINESS

A. Discussion on Tree Preservation Ordinance

Mr. Grittmann went through his report regarding the Tree Preservation Subdivision Ordinance as follows:

Mr. Grittmann stated that the discussion this evening relates to the impact of the clauses on development (usually subdivisions) and how the code operates. Applying the code to new development, a property owner is permitted to remove up to 50% of the trees within a development area, as well as any dead or dying trees, to allow for grading and construction of streets, building pads, and stormwater or other utilities. When the plan results in more than 50% removal, the replacement requirements kick in – at a rate of 1.5 caliper inches of tree per every 1 inch removed.

Mr. Grittmann continued that the issue with this formulation is that in a relatively mature woodland, most trees are well over 6 inches, and often much more. So, removal of a 24-caliper inch maple tree requires 36 caliper inches of replacement. But when replacing trees, the typical planting size is a 2.5 caliper inch tree. As a result, a subdivider is required to plant 15 trees to replace the one lost. A fully mature tree crown may cover more than 2,000 square feet of land area (in mature woodlands, it is almost certainly less as trees are more crowded). But new planting should be done to maintain healthy spacing, which means those 15 trees will cover an acre of land.

Mr. Grittmann continued that the math does not help developers eliminate tree loss, as the value of an extra lot is more critical than the cost of replanting – this is because the loss of a couple of lots does not lessen the infrastructure cost of developing the land. The same amount of streets and utilities will still need to be built, they would just serve fewer parcels. The same amount of grading has to occur, again, to be spread over fewer parcels. As such, loss of a lot or two (to save trees) is a direct hit to the economics of the revenue side of a development project.

Mr. Grittmann stated that for additional background, two recent subdivisions have been reviewed in areas of extensive tree cover that have resulted in significant tree replacement requirements. Northridge 6th Addition, a subdivision of 27 lots, had a tree replacement requirement of more than 2,000 caliper inches of trees, a calculation that would require more than 800 new trees to be planted. While the subdivision covered about 10 acres, a planting of 800 new trees would typically cover an area of more than 50 acres when properly planted. This is even though the subdivider was preserving approximately 500 caliper inches of existing trees on the site.

Mr. Grittmann continued that in Creekside Hollow – a subdivision still in process of approval – the developers have a 40-acre parcel, of which about 30 acres is actually under development. In this plat, more than 1,700 trees would be the required replacement – requiring more than 100 acres of land to plant replacement trees.

Mr. Grittmann stated that both aforementioned projects can (and should) be able to modify their grading plans to save a few more trees on site, and thus minimize the resulting replacement. However, the density of current woodland cover on those parcels makes the replacement requirement completely impractical, meaning that there is likely to be a punitive replacement – either of cash or off-site tree planting as provided for in the Subdivision Ordinance below.

1020-6: Tree Preservation (Zoning Ordinance)

Prior to the issuance of building permits for all new and/or expanded multiple-family residential, commercial, industrial, and institutional uses, a tree preservation plan shall be submitted. The plan and its implementation shall be in accordance with the requirements as outlined in the Subdivision Ordinance and shall be subject to the review and approval of the City Engineer and Zoning Administrator. The City may exempt an applicant from the submission of a tree preservation plan upon demonstration by the applicant that such a plan is not considered relevant to the site in question.

1107-14 F. Replacement (Subdivision Ordinance)

1. Replacement Rate. Planned, unplanned and unauthorized tree removal shall be replaced on a caliper inch per caliper inch basis in accordance with the following rates:

A) Planned Removal Authorized by the City – Trees planned for removal beyond the allowed fifty (50%) percent shall be subject to a required replacement as defined by this section. For every tree planned to be lost beyond the allowed fifty (50%) percent, cumulative replacement shall be required at a rate of one and one-half (1 ½) caliper inches for every one (1) caliper inch of tree loss.

B) Unplanned Removal Authorized by the City – In the event a tree tagged for preservation is identified for removal in conjunction with a permitted activity, cumulative replacement shall be one and one-half (1 ½) caliper inches for every one (1) caliper inch of tree loss. The tree inventory shall be updated to reflect the change.

C) Unauthorized Removal – In the event a tree identified for preservation is removed without authorization, cumulative replacement shall be two (2) caliper inches for every one (1) caliper inch of tree loss. The tree inventory shall be updated to reflect the change.

1107-14 F. Replacement (Subdivision Ordinance)

3. Mitigation Alternatives. In the event removal limits are exceeded and required replacement cannot occur on-site, the subdivider may mitigate the tree loss via one (1) of the following alternatives as determined by the city:

A) Cash Payment. The subdivider may mitigate the tree loss via cash payment to the city. Such payment shall equal the product of the total required caliper inches to be replaced multiplied by the fee per diameter inch as set forth by the City Fee Schedule. The cash payment shall be utilized for city forestry projects as determined by the city.

B) Off-Site Planting. The subdivider may plant replacement trees upon either property located within the city which is either under the control of the subdivider or owned by the City of Montrose.

There are alternative models for tree replacement if the Planning Commission and City Council believe changes are appropriate. These alternatives include:

- Require replacement based on tree crown cover removed. This approach requires – rather than an individual tree survey – a calculation of the existing tree crown cover removed from a project area, and a replacement of the crown cover with an appropriate number of trees to be planted in the subdivision. Some ordinances in this respect require planting of larger trees to grow and replace the lost crown more quickly.

- Require replacement per the current formulas, but cap the total amount of replacement at a fixed number of trees per acre of disturbed land. This approach uses the same process as the current code does, but suggests a maximum replanting requirement, such as 60 caliper inches of replanting per acre of disturbed land. In this model, a development that loses trees to grading and/or building areas would plant an additional 6-10 trees per lot – a feasible planting plan for most lots in an attempt to reforest the area under development.
- Keep the process currently in place, but recast the replacement requirement to number of trees being removed, rather than calculating the caliper inches lost. In this method, developers replace tree for tree, although obviously, replacement trees will be much smaller than those being removed.

Mr. Grittmann stated a final consideration for the Planning Commission discussion would be to increase the replanting size from 2.5 caliper inches to a larger size, including the possibility that a percentage of replacement would be required to be in tree-spaded specimens for more immediate landscape impact.

Mr. Grittmann continued that there may be other aspects of the ordinance that would be of interest to the Commission for discussion, such as tree species allowed to be planted for a landscape plan. Mr. Grittmann stated that the commission will be prepared to have that discussion, with any changes to be scheduled for a public hearing at a subsequent meeting.

Mr. Grittmann asked the commissioners if they had any questions or comments regarding his report. Commission Chair Smallwood stated that one of the options includes adding “quickly growing trees” to the new development, but that this might not always be a good option as they will quickly grow tall and then fall over and not fully develop into a mature tree. Commission Member Neiberger brought up the issue of undesirable trees such as Elm and Ash because of diseases and infestation risks. Mr. Grittmann stated that there are several trees they would not allow or recommend to be planted based on those types of factors, but many trees have at least some type of issue including tree root issues, diseases, infestations, growth issues, etc. Mr. Grittmann stated that many city codes have protections of certain trees as well as regulations against certain trees.

Commissioner Fraumann stated that he believes the current ordinance allows developers to keep some trees that might be considered weed trees or undesirable trees. Commissioner Fraumann also brought some internet links forward and led the discussion to the difference in tree quality versus quantity. The links Commissioner Fraumann brought forward were as follows: National Tree Benefit Calculator (www.arboday.org/calculator) a site to rank particular tree varieties by benefit; Tree Growth Rate (www.arboday.org/trees/treeguide/growth) which breaks trees down to faster growing trees versus slower growing trees; Best trees for sidewalks and tree grates (www.reliance-foundry.com/blog/best-trees-for-streets-and-tree-grates) which breaks trees down by their root systems and which trees would be more or less damaging to surrounding infrastructure; and the Tree Value Calculator (www.treeplantation.com/tree-value-calculator.html) which Commissioner Fraumann stated could be used to determine a value of trees, but might lead to “cherry picking” lumber or specific trees in an area. Commissioner Fraumann stated these online tools may be useful to look at for future discussion at the public hearing and to help determine what types of trees to allow in a landscape plan. Brief discussion was had regarding these tools and if they may be helpful for the commission members to take a look at in order to help amend the current ordinance. Mr. Grittmann stated that the commission should probably take a look at the list of tree species allowed by ordinance for a landscape plan at the same time they are reviewing the tree replacement subdivision ordinance. Mr. Grittmann stated that any diseased, damaged or undesirable trees at risk for both of those are not counted toward the number of trees removed, those undesirable trees are allowed to be taken down with no penalty.

Mr. Grittmann asked the commission members which option they would favor out of the three proposed, and stated many cities are moving toward the crown or canopy area because it is easier and does not require a complete tree inventory or measuring caliper inches. The commissioners discussed the differences between the options and how the ordinance currently stands. Mr. Grittmann stated the trend is that cities are moving towards the crown cover method as developers can plot the crown cover and their software will tell them exactly how many trees to plant in order to replace that crown cover. Commissioner Neiberger asked how the landscape plans and requirements are monitored and if the city monitors the landscape requirements. Mr. Grittmann stated that the landscape plan is reviewed during the plat process and then monitored for completion during construction.

Mr. Grittmann stated that he is looking for direction from the planning commission on whether or not they would like to continue the discussion on tree preservation with a proposed ordinance amendment and public hearing. Commissioner Cuff stated that he likes the crown cover method with a stipulation on which types of trees can be planted. The Commissioners all agreed that the ordinance needs to be changed and agreed they liked the crown cover method, but may want to see some options side-by-side to compare how the amended ordinance would appear. Commissioner Fraumann stated he liked the crown cover option as well and would like to look at the trees that would be the most beneficial and most likely to survive and thrive. Mr. Grittmann stated that it can be a complicated issue to determine which trees should be planted in what areas because soil quality can vary so much from one place to another, even within different parts of Montrose. Mr. Grittmann stated he has a plan on how to present the information to the planning commission in October for a public hearing and will incorporate updating the tree species list as well as updating the tree replacement requirement either with a cap or a different method.

B. Updates from City Planner

Mr. Grittmann stated that city staff had a concept meeting for a very large development with hundreds of houses and acres to the south of Montrose. Mr. Grittmann stated that the developer is in the early stages of putting a plat plan together and one of the major issues that staff and the developer will have to work together on if the plat is approved is the waste water treatment plant is nearly at capacity. Mr. Grittmann stated that there is currently a facility study that is going on to update the waste water plant, but that will take some time to get the plant fully updated and the city will have to be careful regarding a phasing plan for this large of a development in order to ensure the city is able to serve the development with sanitary sewer service. Mr. Grittmann stated that what will likely happen is that staff will have to measure actual flow to the waste water facility as estimates for flow will tend to be a bit high.

8. NEXT MEETING

A. Wednesday, October 12, 2022 to be held at the Montrose Community Center – 7:00 p.m.

9. ADJOURNMENT

Commissioner Henry motioned to adjourn the meeting at 8:08 p.m. Commissioner Fraumann seconded the motion. Motion carried 5-0

Charles Smallwood
Planning and Zoning Chair
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose



City of Montrose
Creekside Hollow Development Application

10/5/22

RE: Plat Approval - October 2022 City Council Meeting

Please be advised that we wish to continue our process of Plat Approval for the above mentioned project, but will not be able to attend the October 10th meeting.

Due to our intent to meet with Council for the Workshop on October 24th, we would like to extend our Plat Approval to the month of December, 2022, to allow us the opportunity to meet and discuss the Plat with Council, and incorporate the info or feedback gained from the workshop into our documents.

Please let me know if anything more is needed and or required to facilitate the extension request.

Thank you,

Phillip Soby - CEO - Sheffer Group, LLC

City of Montrose
Park & Recreation Commission
Special Meeting Minutes
August 29th, 2022

Pursuant to call and notice the Park & Recreation Commission met on August 29th, 2022 at 5:30 p.m. at Montrose City Hall. Those present were Commission Members Duane Isle, Toby Nelson, Kayla McCluskey, Eddie Kolasa, and Deputy Clerk Cristy Gerard. Commission member Michelle Otto and City Council Liaison, Nicole Andreoff and David Paradeise were not present.

1. Call to Order:

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

2. Roll Call:

3. Approval of Meeting Agenda:

Commissioner McCluskey motioned to approve the August 29th, 2022 agenda. Commissioner Kolasa seconded the motion. Motion carried 4-0.

4. Old Business:

None

5. New Business:

Visiting 2 City Parks for recommendations-

Veteran's Park- We walked the park looking for both housekeeping needs and permanent items for The Park & Trail Plan.

Clean up Items:

- a. **Straighten & repair signs**
- b. **Clean slide**
- c. **Sandblast/ Paint Firetruck**
- d. **Paint swing**
- e. **Parking lot posts (paint/repair)**
- f. **Remove graffiti from multiple**
- g. **Replace/Repair Bench**
- h. **Garbage lid replaced**

Park & Trail Plan Items:

- a. **Spot resurfacing parking lot**
- b. **Additional bike rack by shelter**
- c. **Significant repair/Maintenance to the shelter**
- d. **New playground equipment**

Carver Field- We walked the park looking for both housekeeping needs and permanent items for The Park & Trail Plan.

Clean up Items:

- a. Picnic table boards replaced/repared**
- b. Ballpark lights missing**
- c. Paint dugout on 3rd base line**

Park & Trail Plan Item:

- a. Repair rotted wood on concession stand**
- b. Repair rotted wood/roof on dugout along 1st base line**
- c. Replace/Repair fencing around park**

6. Burgers in the Park Donation:

Commissioner Kolasa made a motion to change the previously discussed donation recommendation from \$1500 to \$500. Commissioner Nelson seconded the motion. Motion carried 4-0.

**7. Discussed asking the City Council for additional special meetings throughout the year (2022)
(No motion made)**

8. Adjourn:

Commissioner Kolasa motioned to adjourn the meeting at 6:56 p.m. Commissioner Nelson seconded the motion. Motion carried 4-0.

**City of Montrose
Park & Recreation Commission**

Minutes
September 19, 2022

Pursuant to call and notice the Park & Recreation Commission met on September 19 at 5:30 p.m. at Montrose City Hall. Those present were Commission Members Duane Isle, Kayla McCluskey, Michelle Otto, Toby Nelson, City Council Liaison Nicole Andreoff and Deputy Clerk Cristy Gerard. There were also 2 representatives from the Montrose Lions Club present at the meeting. Commission member Eddie Kolasa was absent from the meeting.

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

A motion to approve the minutes with the addition of new business #6E below was made by Commissioner Nelson. Commissioner Otto seconded the motion. Motion carried 4-0-1.

4. APPROVAL OF JULY 18, 2022 MEETING MINUTES

Commissioner McCluskey motioned to approve the August 29th, 2022 Meeting Minutes. Commissioner Nelson seconded the motion. Motion carried 3-0-2 with Commissioner Otto abstaining due to being absent from the August 29th meeting.

5. OLD BUSINESS

a. Park & Trails Plan

It was discussed that the commission would continue to visit the city parks to review for the trail plan. Cristy Gerard informed everyone that the benches from the Lions Club had been installed in Lent Park as requested. Commissioner Isle informed the commission that he had requested approval from the City Council for additional special meeting time so that all parks could be visited before Winter. He also informed us that the City Council had approved 14 additional bore samples to be taken at Regional Park.

b. Veteran's Park

The commission discussed the changes that were suggested at the park visit and agreed to revisit the notes when final review of the Parks & Trails Plan takes place.

c. Carver Field

The commission discussed the changes that were suggested at the park visit and agreed to revisit the notes when final review of the Parks & Trails Plan takes place. There was also discussion regarding researching application and qualification for possible grants to assist with the upgrades required on the baseball field.

6. NEW BUSINESS

a. 2 Parks to Visit

A special meeting date was set for September 28, 2022 at 5:30 for the commission to visit Forest Creek Park and the Disc Golf Course.

b. Halloween Decorating Contest

A special meeting date of October 27th (time TBD) was set for the commission to travel out to judge the Halloween Lighting displays. The winner will be decided at the regular November meeting.

c. Community Gardens Rules/Costs

After some discussion a motion was made by Commissioner Otto that would allow current renters of garden plots the opportunity to renew their "lease" for the same plot for next year, versus the current "first come, first served" rental process. The motion was seconded by Commissioner McCluskey and the motion carried 4-0-1. Deputy Clerk Gerard agreed to include this new information to the upcoming letter that will be sent to current garden plot renters.

The cost of the plot rentals was also discussed and the commission agreed to review and discuss the price once we have the information on the water usage at the Community Gardens for 2022 (possibly in January).

d. New Meeting Dates/Times for Regular Meetings

It was discussed and decided that the Parks and Recreation Commission will henceforth meet on the 2nd Thursday of each month at 5:00 pm.

e. Lion's Club Concerns

2 representatives from the Montrose Lion's Club addressed concerns they had that 2 swingsets they had purchased for the city had not been installed over the summer. Commissioner Isle and Deputy Clerk Gerard explained that staffing shortages and the fact that the P&R Commission was newly assembled were the reasons the swingsets had not been put up. The commission agreed that once the Park & Trail Plan was finalized that we will decide which parks would most benefit from the swingsets and arrangements will be made to have them installed in Spring 2023.

The Lions Club also informed us that they have multiple benches available to be installed as well.

7. AJOURN

The next regular meeting is scheduled for October 13, 2022. 2 special meetings are scheduled for September 28th and October 27th.

Commissioner Nelson motioned to adjourn the meeting at 6:27 pm, Commissioner Otto seconded the motion. Motion carried 4-0-1.

City of Montrose
Park & Recreation Commission
Minutes

September 28th, 2022

Pursuant to call and notice the Park & Recreation Commission met on September 28th, 2022 at 5:30 p.m. at Montrose City Hall. Those present were Commission Members Duane Isle, Toby Nelson, Michelle Otto, City Council Liaison Nicole Andreoff and Deputy Clerk Cristy Gerard. Missing was Commission Secretary Kayla McCluskey and Commission Member Eddie Kolasa.

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 September 28th, 2022 agenda.

4) OLD BUSINESS:

None

5) NEW BUSINESS:

a) Bench Donation from C.C.C:

City Council Liaison Nicole Andreoff presented a donation of a covered picnic table that C.C.C would like to build and donate to The City/Park and recreation Commission. The Park and Recreation Commission reviewed photos of the picnic table. Commission Member Nelson made a motion to recommend to City Council to accept the gift. Commission Member Otto seconded the motion. Motion carried 3-0-2.

b) Discuss new hours of meeting(s):

Commission member Nelson has had a change in his work schedule and requested that the Park and Recreation Commission change their meeting time from 5:30p.m. to 6:30p.m. Commission members McCluskey and Kolasa were contacted during the meeting and they both were okay with the time change. Commission member Nelson made a motion for the new hours. Commission member Otto seconded the motion. Motion carried 3-0-2.

- c) Visit Forrest Creek and The Disc Gold Park.

Forrest Creek:

We visited the Forrest Creek Park and were very pleased with the condition of the park. Playground equipment was donated to The City and erected at Forrest Creek Park in the summer of 2021. The equipment is still in good condition as well as 3 benches that were donated from The Montrose Lions. One thing the Commission would recommend is a better sign at the Breckenridge entrance that states: "Forrest Creek Park" and possibly a 3rd dog station for pickup.

Disc Gold Park:

We visited the Disc Golf Park and were very pleased with its condition. We were able to chat with a few people playing on the course and received some great feedback. We were told that they play Frisbee golf 3-4 times a week and the Montrose course is one of the top 5 they visit. The only recommendation that they had was that they wish the course could be expanded to a, 18-hole course vs the current 12-hole course. The recommendation from the Commission is to add a bench at the start of the course and at some point expand and upgrade the parking lot.

6) ADJOURN

Commissioner Nelson motioned to adjourn the meeting at 7:14 p.m. Commissioner Otto seconded the motion. Motion carried 3-0-2.



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

October 6, 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. 7 and Change Order 3 for the above referenced project. The estimate includes all work completed through September 28, 2022. The change order increases the contract amount for the construction of an additional parking area for the Fire Hall. We have reviewed the estimate and change order 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

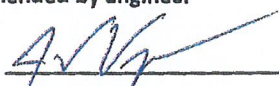
Contractor's Application for Payment

Owner: <u>City of Montrose</u>	Owner's Project No.: _____
Engineer: <u>Bolton & Menk, Inc.</u>	Engineer's Project No.: <u>W13.120514</u>
Contractor: <u>Kuechle Underground</u>	Other Project No.: _____
Project: <u>2021 Downtown Improvement Project - Phase 1</u>	
Contract: <u>2021 Downtown Improvement Project - Phase 1</u>	
Application No.: <u>7</u>	Application Date: <u>9/30/2022</u>
Application Period: From <u>9/1/2022</u> to <u>9/28/2022</u>	

1. Original Contract Price	\$ 5,185,007.34
2. Net change by Change Orders	\$ 88,686.77
3. Current Contract Price (Line 1 + Line 2)	\$ 5,273,694.11
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 4,363,573.72
5. Retainage	
a. <u>5%</u> X \$ <u>4,363,573.72</u> Work Completed	\$ 218,178.69
b. _____ X \$ _____ Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 218,178.69
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 4,145,395.03
7. Less previous payments (Line 6 from prior application)	\$ 3,525,738.70
8. Amount due this application	\$ 619,656.33
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 910,120.39

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></u>	Date: <u>10-5-2022</u>
Name: <u>Brandon Kuechle</u>	Title: <u>Project Manager</u>

Recommended by Engineer By: <u></u> Name: <u>Jared Voge, P.E.</u> Title: <u>City Engineer</u> Date: <u>10/06/2022</u>	Approved by Owner By: _____ Name: _____ Title: _____ Date: _____
---	---

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.:

Application No.: 7		Application Period: From 09/01/22 to 09/28/22		Application Date: 09/30/22							
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 (I / F) (%)	Balance to Finish (F - I) (\$)
		Item Quantity	Units			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	0.90	136,800.00		136,800.00	90%	15,200.00
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	2,860.00	11,440.00		11,440.00	108%	(824.00)
7	REMOVE BITUMINOUS PAVEMENT	25,459.00	SQ YD	2.00	50,918.00	25,819.66	51,639.32		51,639.32	101%	(721.32)
8	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	2,025.00	SQ YD	4.00	8,100.00	1,615.44	6,461.76		6,461.76	80%	1,638.24
9	REMOVE CONCRETE DRIVEWAY PAVEMENT	1,585.00	SQ YD	4.00	6,340.00	1,817.76	7,271.04		7,271.04	115%	(931.04)
10	REMOVE CONCRETE WALK	3,331.00	SQ YD	3.00	9,993.00	3,178.68	9,536.04		9,536.04	95%	456.96
11	REMOVE BOLLARD	14.00	EACH	150.00	2,100.00	14.00	2,100.00		2,100.00	100%	-
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	35.00	875.00		875.00	90%	100.00
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	18.50	1,387.50		1,387.50	37%	2,362.50
19	3.0 CU YD SHOVEL	50.00	HOUR	180.00	9,000.00	5.50	990.00		990.00	11%	8,010.00
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	24,675.00	370,125.00		370,125.00	100%	-
26	SUBGRADE EXCAVATION (EV)	1,970.00	CU YD	15.00	29,550.00	4,336.76	65,051.40		65,051.40	220%	(35,501.40)
27	RUBBLE EXCAVATION (EV)	885.00	CU YD	8.00	7,080.00	19.00	152.00		152.00	2%	6,928.00
28	HAUL & DISPOSE OF RUBBLE (LV)	1,155.00	CU YD	7.00	8,085.00	19.00	133.00		133.00	2%	7,952.00
29	EXCAVATION SPECIAL (EV)	885.00	CU YD	8.00	7,080.00	1,963.88	15,711.04		15,711.04	222%	(8,631.04)
30	HAUL & DISPOSE OF CONTAMINATED MATERIAL (LV)	1,155.00	CU YD	62.00	71,610.00	2,510.17	155,630.54		155,630.54	217%	(84,020.54)
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	17,600.11	334,402.09		334,402.09	131%	(78,472.09)
33	GEOTEXTILE FABRIC TYPE V	29,125.00	SQ YD	2.62	76,307.50	29,587.04	77,518.04		77,518.04	102%	(1,210.54)
34	AGGREGATE BASE (CV) CLASS 5	8,035.00	CU YD	25.00	200,875.00	8,314.38	207,859.50		207,859.50	103%	(6,984.50)
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	1,402.26	92,549.16		92,549.16	37%	158,910.84
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	265.00	6,360.00		6,360.00	50%	6,360.00
41	5" CONCRETE WALK	37,950.00	SQ FT	5.75	218,212.50	12,095.00	69,546.25		69,546.25	32%	148,666.25
42	6" CONCRETE WALK (PEDESTRIAN RAMPS)	3,070.00	SQ FT	9.00	27,630.00	497.75	4,479.75		4,479.75	16%	23,150.25
43	CONCRETE CURB & GUTTER DESIGN B618	14,610.00	LIN FT	14.00	204,540.00	10,969.00	153,566.00		153,566.00	75%	50,974.00
44	7" CONCRETE DRIVEWAY PAVEMENT	2,620.00	SQ YD	59.00	154,580.00	1,202.21	70,932.75		70,932.75	46%	83,647.25

Unit Price

EJCDC C-620 Contractor's Application for Payment
 (c) 2018 National Society of Professional Engineers for EJCDC. All rights reserved.

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.: 7		Application Period: From 09/01/22 to 09/28/22		Application Date: 09/30/22							
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) (\$)
45	8" CONCRETE DRIVEWAY PAVEMENT	625.00	SQ YD	66.00	41,250.00	303.31	20,019.78		20,019.78	49%	21,230.22
46	TRUNCATED DOMES	400.00	SQ FT	50.00	20,000.00	99.00	4,950.00		4,950.00	25%	15,050.00
47	4" PVC EDGE DRAIN	13,960.00	LIN FT	8.00	111,680.00	14,187.00	113,496.00		113,496.00	102%	(1,816.00)
48	4" DRAIN CLEANOUT (ONE WAY)	13.00	EACH	117.00	1,521.00	17.00	1,989.00		1,989.00	131%	(468.00)
49	4" DRAIN CLEANOUT (TWO WAY)	13.00	EACH	250.00	3,250.00	10.00	2,500.00		2,500.00	77%	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	8.00	1,104.00		1,104.00	38%	1,794.00
52	TRAFFIC CONTROL	1.00	LUMP SUM	12,000.00	12,000.00	0.90	10,800.00		10,800.00	90%	1,200.00
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	10.00	1,300.00		1,300.00	45%	1,560.00
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	398.00	1,194.00		1,194.00	398%	(894.00)
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	166.00	224.10		224.10	7%	2,880.90
68	STORM DRAIN INLET PROTECTION	82.00	EACH	250.00	20,500.00	42.00	10,500.00		10,500.00	51%	10,000.00
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	3,123.00	28,107.00		28,107.00	101%	(315.00)
76	REMOVE STORM MANHOLE OR CATCH BASIN	24.00	EACH	230.00	5,520.00	26.00	5,980.00		5,980.00	108%	(460.00)
77	CONNECT TO EXISTING STORM STRUCTURE	5.00	EACH	1,600.00	8,000.00	8.00	12,800.00		12,800.00	160%	(4,800.00)
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	200.00	7,600.00		7,600.00	1000%	(6,840.00)
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	1,128.00	54,144.00		54,144.00	98%	1,104.00
82	15" RC PIPE SEWER CLASS V	1,459.00	LIN FT	53.00	77,327.00	1,584.00	83,952.00		83,952.00	109%	(6,625.00)
83	18" RC PIPE SEWER CLASS III	126.00	LIN FT	57.00	7,182.00	126.00	7,182.00		7,182.00	100%	-
84	21" RC PIPE SEWER CLASS III	661.00	LIN FT	66.00	43,626.00	563.00	37,158.00		37,158.00	85%	6,468.00
85	24" RC PIPE SEWER CLASS III	349.00	LIN FT	73.00	25,477.00	622.00	45,406.00		45,406.00	178%	(19,929.00)
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	69.00	6,969.00		6,969.00	100%	-
88	12" RCP APRON	3.00	EACH	880.00	2,640.00	1.00	880.00		880.00	33%	1,760.00
89	15" RCP APRON	2.00	EACH	950.00	1,900.00	2.00	1,900.00		1,900.00	100%	-

EJCDC C-620 Contractor's Application for Payment

(c) 2018 National Society of Professional Engineers for EJCDC. All rights reserved.

Unit Price

2 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.: 7		Application Period:		From	09/01/22	to	09/28/22	Application Date: 09/30/22			
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 (I / 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 (H + I) (\$)
90	24" RCP APRON	1.00	EACH	1,200.00	1,200.00	3.00	3,600.00		3,600.00	300%	(2,400.00)
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	1.00	1,500.00		1,500.00	100%	-
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	3.00	3,300.00		3,300.00	300%	(2,200.00)
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	1.00	1,300.00		1,300.00	100%	-
97	RIP RAP, CLASS III	90.00	CU YD	79.00	7,110.00	90.00	7,110.00		7,110.00	100%	-
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	67.37	30,990.20		30,990.20	89%	3,831.80
100	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4020	20.20	LIN FT	680.00	13,736.00	28.26	19,216.80		19,216.80	140%	(5,480.80)
101	CONSTRUCT DRAINAGE STRUCTURE, DES 48-4022	78.20	LIN FT	620.00	48,484.00	83.10	51,522.00		51,522.00	106%	(3,038.00)
102	CONSTRUCT DRAINAGE STRUCTURE, DES 60-4020	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	36.00	18,000.00		18,000.00	63%	10,500.00
107	ADJUST FRAME AND RING CASTING (STORM)	5.00	EACH	330.00	1,650.00	-	-		-	-	1,650.00
108	TELEWISE 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	TELEWISE 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	2,310.00	18,041.10		18,041.10	107%	(1,210.55)
111	ABANDON & SAND FILL SANITARY SEWER MANHOLE	3.00	EACH	950.00	2,850.00	3.00	2,850.00		2,850.00	100%	-
112	REMOVE SANITARY SEWER PIPE	2,195.00	LIN FT	2.50	5,487.50	2,195.00	5,487.50		5,487.50	100%	-
113	REMOVE SANITARY MANHOLE	18.00	EACH	200.00	3,600.00	18.00	3,600.00		3,600.00	100%	-
114	CONNECT TO EXISTING SANITARY SEWER MAIN	5.00	EACH	1,400.00	7,000.00	6.00	8,400.00		8,400.00	120%	(1,400.00)
115	CONNECT TO EXISTING SANITARY SEWER MANHOLE	3.00	EACH	3,600.00	10,800.00	4.00	14,400.00		14,400.00	133%	(3,600.00)
116	8"X6" PVC WYE, SDR 26	74.00	EACH	1,200.00	88,800.00	78.00	93,600.00		93,600.00	105%	(4,800.00)
117	6" PVC SANITARY SERVICE PIPE, SDR 26	2,309.00	LIN FT	23.00	53,107.00	2,609.00	60,007.00		60,007.00	113%	(6,900.00)
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	5,531.00	448,011.00		448,011.00	95%	23,733.00
120	CONSTRUCT SANITARY SEWER MANHOLE, DES 4007C	339.70	LIN FT	310.00	105,307.00	359.70	111,507.00		111,507.00	106%	(6,200.00)
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	10.00	8,200.00		8,200.00	42%	11,480.00
123	CASTING ASSEMBLY SPECIAL - CLEANOUT	1.00	EACH	250.00	250.00	2.00	500.00		500.00	200%	(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	2,450.00	4,900.00		4,900.00	100%	-
126	REMOVE HYDRANT	13.00	EACH	50.00	650.00	14.00	700.00		700.00	108%	(50.00)
127	TEMPORARY WATER SERVICE	1.00	LUMP SUM	45,000.00	45,000.00	1.00	45,000.00		45,000.00	100%	-
128	CONNECT TO EXISTING WATERMAIN	14.00	EACH	1,800.00	25,200.00	15.00	27,000.00		27,000.00	107%	(1,800.00)
129	HYDRANT (8.5' BURY)	16.00	EACH	5,400.00	86,400.00	17.00	91,800.00		91,800.00	106%	(5,400.00)
130	6" GATE VALVE AND BOX	21.00	EACH	2,100.00	44,100.00	23.00	48,300.00		48,300.00	110%	(4,200.00)
131	8" GATE VALVE AND BOX	23.00	EACH	2,600.00	59,800.00	23.00	59,800.00		59,800.00	100%	-
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	2.00	440.00		440.00	50%	440.00
134	1" CORPORATION STOP & SADDLE	67.00	EACH	630.00	42,210.00	69.00	43,470.00		43,470.00	103%	(1,260.00)

Unit Price

EJCDC C-620 Contractor's Application for Payment
(c) 2018 National Society of Professional Engineers for EJCDC. All rights reserved.

3 of 4

Contractor's Application for Payment

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

(c) 2018 National Society of Professional Engineers for EJCDC. All rights reserved. 4 of 4

CHANGE ORDER NO.: 3

Owner: City of Montrose
 Engineer: Bolton & Menk, Inc.
 Contractor: Kuechle Underground, Inc.
 Project: 2021 Downtown Improvement Project – Phase 1
 Contract Name: 2021 Downtown Improvement Project – Phase 1
 Date Issued: 09/27/2022

Owner's Project No.:
 Engineer's Project No.: W13.120514
 Contractor's Project No.:
 Effective Date of Change Order: 09/27/2022

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

This change order modifies the contract to provide additional parking improvements for the fire hall. The improvements include a bituminous parking area along the south side of 2nd Street S, east of the fire hall. This change order modifies the contract to add/subtract quantities, unit prices, and amounts as shown below:

Item No.	Item	Item Quantity	Unit	Unit Price (\$)	Value of Item (\$)
1	Common Excavation (P)	102	CU YD	15.00	1,530.00
2	Geotextile Fabric Type V	246	SQ YD	2.62	644.52
3	Aggregate Base (CV) Class 5	82	CU YD	25.00	2,050.00
4	Type SP 9.5 Wearing Course Mix (2,B)	40	TON	68.00	2,720.00
5	5" Concrete Walk	-757	SQ FT	5.75	-4,352.75
6	7" Concrete Driveway Pavement	77	SQ YD	59.00	4,543.00
7	4" Pavement Marking Striping (Multicomponent)	343	LIN FT	1.00	343.00
Total					7,477.77

Attachments:

- 2021 Downtown Improvement Project Phase 1 sheets C6.04, C6.05, C7.03, and C7.04

Change in Contract Price		Change in Contract Times	
Original Contract Price:		Original Contract Times:	
\$ 5,185,007.34		Substantial Completion: 11/04/2022	
		Ready for final payment: 06/16/2023	
Increase from previously approved Change Orders No. 0 to No. 2:		Increase from previously approved Change Orders No. 0 to No. 2:	
\$ 81,209.00		Substantial Completion: 0 days	
		Ready for final payment: 0 days	
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 5,266,216.34		Substantial Completion: 11/04/2022	
		Ready for final payment: 06/16/2023	
Increase this Change Order:		Increase this Change Order:	
\$ 7,477.77		Substantial Completion: 0 days	
		Ready for final payment: 0 days	
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 5,270,931.59		Substantial Completion: 11/04/2022	
		Ready for final payment: 06/16/2023	

This document is a MODIFIED version of EJCDC® C-941, Copyright© 2018 by the National Society of Professional Engineers, American Council of

Engineering Companies, and American Society of Civil Engineers, or is based in part on excerpts from copyrighted EJCDC documents. All rights reserved. Those portions of the text that originated in copyrighted EJCDC documents remain subject to the copyright.

Recommended by Engineer

By:

Title:

Date:

City Engineer

10/06/2022

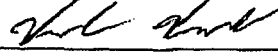
Authorized by Owner

By:

Title:

Date:

Accepted by Contractor



Brandon Kuachle

Project Manager

10/06/2022

This document is a MODIFIED version of EJCDC® C-941, Copyright© 2018 by the National Society of Professional Engineers, American Council
of

Engineering Companies, and American Society of Civil Engineers, or is based in part on excerpts from copyrighted EJCDC documents.
All rights reserved. Those portions of the text that originated in copyrighted EJCDC documents remain subject to the copyright.



**BOLTON
& MENK**

Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

MEMORANDUM

Date: October 4, 2022

To: Honorable Mayor Moynagh and Members of the City Council
City of Montrose, Minnesota

From: Jared Voge, P.E.
City Engineer

Subject: Water Treatment Plant & Wastewater Treatment Plant – Population Projections
City of Montrose
Project No.: W13.123744

As we continue with design of the Water Treatment Plant and the Facility Plan for the Wastewater Treatment Plant, a population projection for the City of Montrose is required to adequately size the facilities for future growth.

Attached is a memo from City Planner Steve Grittmann with NAC with a possible population projection and some things to consider when looking at predicting growth within Montrose. As noted in the memo, the population projection of 6,192 for the year 2050 is a lower threshold estimate. This would include an average of 38 new homes per year.

City staff have discussed this and agree that this number seems to be a low estimate. Therefore, City staff is recommending increasing the projection of new homes to 50 per year on average. This would result in a 2040 population projection of 6,275 and 2050 population projection of 7,525 assuming 2.5 people per home.

Population projections are key for determining the appropriate size treatment facility to construct. Constructing too large of a facility results in unused infrastructure needing to be paid for by existing residents and constructing too small of a facility results in needing to complete a plant expansion soon after the initial project. Expansion projects are more costly compared to initial plant construction.

The City Council should adopt a population projection that you are comfortable with for sizing of both the water treatment plant and wastewater treatment plant.

If you have any questions, please call.

Enc.

Montrose Population/Household Projections

Year	Population	Pop Increase	Households	HH Increase
2020	3,775		1,319	
2030	4,758	983	1,755	446
2040	5,618	960	2,112	357
2050	6,192	574	2,457	345

This data is based on MN State Demographer population projections for the State and County, and interpolated for Montrose's trend in share of State and County Population. Household estimates based on County persons per household estimates, adjusted for the expected increase in senior households.

The State Demographer's estimates are based largely on modified birth- and death-rate natality and mortality, and make negligible accommodations for intra-state migration trends or factors.

Generally, early family formation age groups (18-40) seek lower cost housing opportunities, and the narrative describes a significant shift to exurban Twin Cities areas in providing those housing opportunities. It is likely that this factor will increase Montrose's share of intra-state migration housing beyond the natality/mortality growth factors. Moreover, Montrose's access to school quality will continue to fuel housing development in the community.

Real estate industry investment advisers predict continued short supplies of housing for the foreseeable future, although price appreciation is expected to slow, particularly as interest rates rise as the Federal Reserve central bank has initiated a series of increases to be phased in through 2022 in an inflation-fighting measure.

However, the industry expects continued upward demand pressure in the greater Twin Cities market for a number of foundational reasons. These include a strong job market fueling continued new home demand, an increase in household formation as the area recovers from the pandemic-induced shutdowns, and a strong, balanced regional economy relative to other areas of the upper Midwest.

This trend is propelled by a lower, but rising, overall price and price per square foot, and a shift in work location as the pandemic fueled a move to remote work. Those trends are all likely to continue, even as the pandemic recedes. Bisnow, a platform that tracks the commercial real estate industry recently reported that half of all companies plan to require full-time in-person work within the next year. While this represents a move back to the norm, the article notes that full-time remote, or hybrid, office work models will retain a prominent role going forward. This result frees office workers to find less urban housing which was previously impractical to many.

Moreover, Bisnow reports that there is a strong backlash amongst employees who seek continued remote work opportunities, a factor that has changed recruitment strategies for several large employers.

In summary, the post-pandemic housing landscape has likely been changed in a substantive way, setting the stage for a strong long-term housing market in communities such as Montrose, which has already been experiencing that trend. As supply-chain disruptions ease and construction materials costs moderate, the competitiveness of Montrose's housing market opportunities should continue to sustain a strong growth pattern.

As such, NAC believes this projection to be a lower threshold estimate, and does not likely account for upward shift in out-migration from the Twin Cities area counties reflected in the post-pandemic narrative above.



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: October 4, 2022

To: Honorable Mayor Moynagh and Members of the City Council
City of Montrose, Minnesota

From:  Jared Voge, P.E.
City Engineer

Subject: AUAR Update
City of Montrose
Project No.: W13.120188

The Final Alternative Urban Areawide Review (AUAR) for the City of Montrose was approved on June 15, 2009 with an update adopted on March 12, 2018. In accordance with the Minnesota Environmental Review Board requirements, the AUAR must be officially updated and re-published for public and agency comment every five years to remain valid.

For the AUAR to remain valid and effective, an update is required. If the AUAR is not updated and a new development is proposed within the City and requires an environmental review, the AUAR would not meet the environmental review requirements. In addition, the City could not capture the AUAR fee of \$500/Acre from development to offset the original cost of the AUAR.

The following tasks, based on guidance published by the EQB for AUAR preparation, would be completed as part of the AUAR update.

TASK ONE – Review and Identify Proposed Development Changes

1. Project kick-off meeting
2. Review AUAR and current Comprehensive Plans
3. Identify any additional studies or regulation updates

TASK TWO – Complete Studies and/or Confirm Previous Assessments

1. Coordinate agency reviews
2. Traffic impact study reviews and assess the need for an updated TIS
3. Water Resources reviews and assessment
4. Other identified studies and assessments

TASK THREE – Develop AUAR Update and Mitigation Plan Revisions

1. Review, evaluate and assess all AUAR sections
2. Document relevant updates and changes
3. Update maps and graphics
4. Coordination meeting

TASK FOUR – Distribute Finalized AUAR and Mitigation Plan

The document will be sent to the EQB Distribution List as outlined in the EQB guidelines for AUAR Updates. There is a 10-day public comment period required for an AUAR Update. We will facilitate

Honorable Mayor Moynagh and Members of the City Council

October 4, 2022

Page 2

the distribution process including the preparation of press releases and notices for publication on behalf of the City of Montrose.

TASK FIVE – Adopt Finalized AUAR and Mitigation Plan

The AUAR will be updated based on public and agency comments received during the 10-day official comment period. The final notice will be published in the EQB and the final document will be provided to the City of Montrose for City Council approval.

We anticipate minimal Agency and public comments since the Updated AUAR is expected to be generally consistent with the original AUAR and 2018 update. Also, we do not anticipate the need for additional traffic modeling or a traffic study being necessary.

If the City Council desires to proceed with the update, we recommend that council pass a motion authorizing the AUAR update.

If you have any questions, please call.



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: October 6, 2022

To: Honorable Mayor Moynagh and Members of the City Council
City of Montrose, Minnesota

From: Jared Voge, P.E. Justin Kannas, P.E.
City Engineer Assistant City Engineer

Subject: Biosolids Disposal
City of Montrose, Minnesota
BMI Project No.: W13.122220

In 2020, a project was completed with Fergus Power Pump to remove and dewater biosolids from the sludge storage tank located at the Wastewater Treatment Facility. The biosolids are currently in a dewatering bag located adjacent to the biosolids storage tank.

In the fall of 2021, pricing for disposal was solicited from Fergus Power Pump, Northern Lines Contracting, and MBE Trucking. The lowest per ton quote was Northern Lines Contracting at \$97.50/ton. Quotes were a per ton price and were compared based on an estimated quantity of 600 dry tons of biosolids removal. After further review of the actual quantity and density of the material this fall by the contractor, the contractor has notified the City that they believe the actual quantity will be closer to 2,000 tons. The contractor has agreed to uphold their original quote of \$97.50/ton, despite a significant increase in diesel prices since the quote was obtained. Based upon the current estimated quantity of 2,000 tons, the disposal costs will be \$195,000. In October 2021, the City Council approved the quote of \$97.50 per ton at an estimated cost of \$62,000, with actual costs to be based upon actual quantity utilizing weight tickets at the landfill.

I recommend that the City Council approve proceeding with the biosolids removal at an estimated cost of \$195,000 based upon the revised estimated quantity of 2,000 tons. Actual contract values will be calculated on a per ton basis utilizing landfill records to determine actual tonnage.

Please feel free to contact me if you have any questions.

JAV/jk

Revize Web Services Sales Agreement

This Sales Agreement is between Montrose, MN ("CLIENT") and Revize LLC, aka Revize Software Systems, ("Revize"). Federal Tax ID# 20-5000179 Date: 9-21-22

CLIENT INFORMATION:		REVIZE LLC:
Client Name:	<u>Montrose, MN</u>	Revize Software Systems
Client Address:	<u>311 Buffalo Avenue South</u>	150 Kirts Blvd., Suite B
Client Address 2:		Troy, MI 48084
Client City/State/Zip:	<u>Montrose, MN 55363</u>	248-269-9263
Contact Name:	<u>Jessica Bonniwell 763-575-7425</u> <u>jbonniwell@montrose-mn.com</u>	
Billing Dept. Contact:	<u>Jessica Bonniwell 763-575-7425</u> <u>jbonniwell@montrose-mn.com</u>	
Client Website Address:	<u>https://montrose-mn.com/</u>	

The CLIENT agrees to purchase the following products and services provided by REVIZE:

Quantity	Description	Price
1	Phase 1 – Project Planning and Analysis, onetime fee:	\$600
1	Phase 2 – Discovery & Design from scratch - One concept, three rounds of changes, home page and inner page designs and layout, includes Responsive Web Design.	\$2,000
1	Phase 3 & 4 – Revize Template Development - Set-up all CMS modules listed on the following page with I-framing or linking to any additional 3rd party web applications and CMS module updates, onetime fee:	\$3,500
1	Phase 5 – Quality Assurance Testing, onetime fee:	\$900
1	Phase 6 – Site map development/content reorganization and content migration from old website into new website including spell checking and style corrections – up to 170 web pages and 80 documents (approximate amount on your website today). To help eliminate stale content, Revize will not be moving over any calendar event items.	\$500
1	Phase 7 – Content Editing/Administrator Training, one-day session, remote, onetime fee:	\$1,000
1	Phase 8 – Go Live, onetime fee:	included
1	Revize Annual Fee, pre-paid: Includes unlimited tech support, CMS software updates (up to 2 users), security software updates, and 24 hour website health monitoring. Website hosting on 4 redundant server farms included free of charge with SSL security certificate (10 GB storage space, 100 GB monthly bandwidth limit) with pre-paid annual fee:	\$2,100
Grand Total		\$10,600

Five-year agreement with free website design refresh during year five (opt out at any time). Revize requires a check for \$10,600 to start this Initiative. Annual services and website hosting start the day of the Kick Off project meeting. For project timeline and details please refer to our proposal. CLIENT understands that the project completion date is highly dependent on their timely communication with REVIZE.

CLIENT also agrees and understands that:

- a. The primary communication tool for this project and future tech support is the REVIZE customer portal found at <https://support.revize.com>.
- b. During the project, CLIENT will respond to REVIZE inquiries within 48 hours of the request to avoid any delay in the project timeline.
- c. CLIENT understands that project timelines will be delayed if they do not respond to Revize inquiries in a timely manner.

Terms:

1. *Payments: All Invoices are due upon receipt. Work begins upon receiving initial payment.*
2. *Additional content migration, if requested, is available for \$3 per web page or document.*
3. *This Sales Agreement is the only legal document governing this sale.*
4. *Both parties must agree in writing to any changes or additions to this Sales Agreement.*
5. *Proper jurisdiction and venue for any legal action or dispute relating to this Agreement shall be the State of Michigan.*
6. *Pricing expires in 30 days.*

**AGREED TO BY:****CLIENT****REVIZE***Signature of Authorized Person:**Name of Authorized Person:**Title of Authorized Person**Date:*Marcus SmithSales Account Executive

Please sign and return to:

Marcus Smith

Fax 1-866-346-8880

The Following Applications & Features will be integrated into Your Website Project

Revize provides applications and features specifically designed for government websites. The applications and features are categorized into:

- **Citizen's Communication Center Apps**
- **Citizen's Engagement Center Apps**
- **Staff Productivity Apps**
- **Site Administration and Security Features**
- **Mobile Device and Accessibility Features**

Constituent's Communication Center Apps

- Home Page Alert
- E-Notification Center with Email Alerts
- Document Center with Search
- FAQs with Search
- News Center integrated with Facebook and Twitter
- "Share This" Social Media Sharing App
- Web Forms
- Photo Gallery
- Quick Link Buttons
- Revize Web Calendars
- Sliding Feature Bar
- Google Language Translator
- Mega Menu

Constituent's Engagement Center Apps

- Constituent Request Center with Captcha
- Online Bill Pay
- RSS Feed

Staff Productivity Apps

- Bid Posting Center via Vendor Registry
- Image Manager

- iCal Integration
- Drag and Drop Menu Management
- Drag and Drop Photo Management
- Drag and Drop Document Management
- Link Checker
- Menu Manager
- Online WebForm Builder
- Website Content Archiving
- Website Content Scheduling

Site Administration and Security Features

- Audit Trail
- History Log
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- SEO Tool Kit
- Unique Login/Password for each Content Editor
- Web Statistics and Analytics

Mobile Device and Accessibility Features

- WCAG 2.1 AA ADA Compliant
- ADA Accessibility Widget
- Responsive Website Design (RWD) for great mobile phone viewing

Service Level Agreement

Revize Maximum Response Times via Severity Level

- 1 hour for crisis issues
- 4-6 hours for critical issues
- 24 hours for normal issues

Crisis issues, determined by Revize, are defined as when a website error renders the CMS program or website completely unusable or nearly unusable or introduces a high degree of operational risk and no workaround is available. Until this error is resolved, the website is essentially halted. A large number of users and or core program functionality are severely impacted.

Critical issues are defined as website errors that are an inconvenience, or causes a inconsistent behavior of the website, which does not impede the normal functioning of the website. It could be an error that occurs consistently and affects non-essential functions and is an inconvenience which impacts a small number of users. May also contain visual errors for the graphical display of the website that is not ideal but still functioning correctly.

Normal issues are defined as an error that has a small degree of significance or is a minor cosmetic issue, or is a one-off case. A one-off case occurs when the error occurs and cannot be reproduced easily. These are errors that do not impact the daily use of the website. A low error is something that does not affect normal use, and can be accepted for a period of time, but the ser would eventually want changed.

Technical Support Escalation:

If an issue cannot be remedied by the Tech Support technician within 3 days, it will be escalated to the CTO, Ray Akshaya. If the problem is not resolved within 3 business days, then the Business Development Director, Joseph Nagrant, will assemble a team to work on the issue and have a conference call with the client explaining the resolution path the company will take to resolve the issue. If additional time is needed, the Business Development Director will contact the client and notify the client with an explanation and a follow up date as agreed by both the client and Revize.

Revize Support

- 7 a.m. – 7 p.m. CST Phone Support (Monday thru Friday)
- 24/7/365 Portal & Email Support
- Dedicated support staff to provide assistance and answer all questions
- Training refreshers
- Video tutorials and online training manual



PROCLAMATION

RECOGNIZING NATIONAL FIRST RESPONDERS DAY

WHEREAS: There are more than 25.3 million first responders in the United States; and,

WHEREAS: Millions of Americans have benefited from the courageous service of first responders across the nation; and,

WHEREAS: The men and women who bravely serve as first responders have found themselves on the front lines of emergency medical incidents, including structure and wildland fires, natural disasters, and a recent pandemic; and,

WHEREAS: Thousands of first responders have made the ultimate sacrifice over the years; and,

WHEREAS: October 28 has been previously recognized by the U.S. Congress as "Honoring the Nation's First Responders Day"; and,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Montrose, Minnesota does hereby proclaim October 28, 2022 as National First Responders Day for the City of Montrose.

Robert W. Moynagh III
Mayor

ATTEST:

Jessica Bonniwell
City Administrator