

CITY OF CHATFIELD COMMON COUNCIL
AGENDA
Council Chambers, Thurber Building, 21 Second Street SE
January 22, 2024, 7:00 P.M

- I. City Council Meeting, Monday, January 22, 2024, 7:00 p.m. City Council Chambers
 - a. Approve Agenda – Additions or Corrections
 - b. Consent Agenda:
 - i. Approve of minutes January 8, 2024.
 - ii. Approve payment of claims.
 - iii. Resolution 2024-04 Accepting a Donation to the City
 - iv. Memorandum of Understanding – LELS – Wage Re-Opener 2024
 - v. Memorandum of Understanding – LELS - ESST
 - vi. Chatfield Youth Sports Association – Application for Exempt Gambling Permit
 - c. Fire Department
 - i. Annual Report for 2023
 - ii. Sale of Equipment
 - d. Public Works Report
 - i. Water Tower Inspection
 - ii. Well Pump Maintenance
 - e. Police Department – Chief Shane Fox
 - i. Annual Report
 - ii. Employee Recognition – Steve Schmiedeberg (15 Years)
 - f. Omnibus Fee Schedule
 - i. Second Reading
 - ii. Summary for printing
 - g. Committee Reports
 - i. Public Services Committee
 - ii. Park & Recreation Committee
 - h. Mayor’s Report
 - i. City Administrator’s Report – Michele Peterson
 - j. Roundtable
 - k. Adjourn
 - l. Meeting Notices
 - i. Public Services Committee (Councilors Bluhm and Frank) 4:30 p.m., Monday, January 22, 2024.
 - ii. Park and Recreation Committee (Councilors Broadwater and Frank) 5:30 p.m., Monday, January 22, 2024.

**CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES**

Monday, January 8, 2024

The Common Council of the City of Chatfield met in regular session on Monday, January 8, 2024. Mayor John McBroom presided and called the regular meeting to order at 7:00 PM

Members Present: Councilor Paul Novotny, Councilor Josh Broadwater, Councilor Mike Urban, Mayor John McBroom, Councilor Dave Frank, and Councilor Pam Bluhm.

Members absent: None.

Others Present: Fred Suhler Jr., Michele Peterson, Karen Reisner, Shane Fox, Craig Britton, Brian Burkholder, and Zac Shoupe.

Pledge of Allegiance

Approve Agenda – Additions or Corrections

Staff is asking to add three items to the consent agenda:

1. Approve a Grade Change for Officer Keigley to Grade 7, Step 5
2. Approve a Grade Change for Part-time Officers to Grade 7, Step Minimum
3. Approve the Chatfield Lion's Gambling application

Councilor Paul Novotny entered a motion, with a second by Councilor Mike Urban, to approve the addition of the following three items to the consent agenda:

1. Approve a Grade Change for Officer Keigley to Grade 7, Step 5
2. Approve a Grade Change for Part-time Officers to Grade 7, Step Minimum
3. Approve the Chatfield Lion's Gambling application

Ayes: Councilors: Novotny, Broadwater, Urban, Frank, and Bluhm

Nays: None

Motion carried.

Annual Meeting

Mayor's Address

Mayor McBroom stated "My first year as mayor came with some changes. Our long time City Clerk/Administrator Joel Young retired. We welcomed our new Administrator Michele into the fold and I believe the transfer has been well received. We also hired a new public works employee and some officers. Our street project is finished for now until the last layer of blacktop will be finished in the spring. Some more new houses were built this year with hopes of more in the future. I firmly believe our city is in fantastic shape from our dedicated crews in the office, police, fire and ambulance. With that being said, I look forward to 2024 and beyond."

Council Election of Vice-Mayor

Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank, to nominate Councilor Novotny for Vice-Mayor.

Ayes: Councilors: Novotny, Broadwater, Urban, Frank, and Bluhm

Nays: None

Motion carried.

Resolution 2024-01 Approving Appointments to Council Committees, Advisory Boards and Commissions, Attorneys, Depositories, and Official Newspaper

There is a change to the Chatfield Center for the Arts Advisory Committee. Replace Mike Urban with Luke Isensee. Also, Sara Sturgis resigned from the Heritage Preservation Commission.

Councilor Mike Urban entered a motion, with a second by Councilor Dave Frank, to Approve Resolution 2024-01 with the following corrections:

1. Replace Mike Urban with Luke Isensee on the Chatfield Center for the Arts Advisory Committee
2. Remove Sara Sturgis from the Heritage Preservation Commission.

Ayes: Councilors: Novotny, Broadwater, Urban, Frank, and Bluhm

Nays: None

Motion carried.

Prosecuting Attorney

Councilor Josh Broadwater entered a motion, with a second by Councilor Dave Frank, to Accept the proposal for Prosecuting Attorney.

Ayes: Councilors: Broadwater, Urban, Frank, and Bluhm

Nays: None

Abstained: Councilor: Novotny

Motion carried.

Consent Agenda

Councilor Paul Novotny entered a motion, with a second by Councilor Josh Broadwater, to approve the consent agenda which included the following items:

1. Approval of minutes December 11, 2023
2. Approval of minutes December 15, 2023
3. Approve Payment of Claims:

| Batch | Amount |
|----------------------|------------------------|
| 2023 12FA01B | \$ 5,995.28 |
| 2023 1222TIF LStorFC | \$ 193,077.30 |
| 2023 12FA02 | \$ 294,237.14 |
| 2023 1207VNDPR | \$ 31,610.09 |
| 2023 1221VNDPR | \$ 62,055.79 |
| 2023 1229RRADMIN | \$ 96.10 |
| 2023 1229TASC | \$ 515.16 |
| 2023CL AP1 | \$ 33,077.48 |
| 2024 01FA01 | \$ 44,744.54 |
| 2024 01MTOTFEES | \$ 14.33 |
| 2024 01DbtServ | \$ 1,485,780.95 |
| Total | \$ 2,151,204.16 |

4. Approve annual RAEDI Investment/Membership
5. Olmsted County Agreement for Building Inspections
6. Resolution 2024-02 authorizing membership in the 4M Fund
7. ABC Contract for 2024
8. Approve use of City Parks by Chatfield Alliance February 3, 2024 - Chillfest

9. Contract for Consulting Services, Seasonal Event Coordinator O'Connor
10. Smith Schafer Audit Engagement Letter for 2023 Financials
11. Memorandum of Understanding - LELS for ESST
12. Finance Policy - Second Review
13. Memorandum of Understanding - LELS Wages
14. Approve grade change for Scott Kiegley to Grade 7, Step 5
15. Approve grade change for Part-Time Officers to Grade Seven, Step Minimum
16. Approve Chatfield Lions Gambling Permit

Ayes: Councilors: Novotny, Broadwater, Urban, Frank, and Bluhm

Nays: None

Motion carried.

Approve Liquor and Beer Licenses for 2024 – Resolution 2024-03

Councilor Paul Novotny entered a motion, with a second by Councilor Mike Urban, to adopt Resolution 2024-03

A Resolution Granting Approval of Annual Liquor Licenses and Renewals

Whereas, MINN. STAT. CHAPT. 340A regulates the licensing and regulation of intoxicating liquors within the State of Minnesota; and

Whereas, the City of Chatfield is a liquor license issuing authority under MINN. STAT. CHAPT. 340A; and

Whereas, the Common Council of the City of Chatfield recommends approval of annual licenses and renewals, and

Whereas, the following applicants will have met all city requirements prior to issuance;

NOW THEREFORE BE IT RESOLVED by the Common Council of the City of Chatfield the city does hereby recommend approval for the following 2024 Liquor and Beer Licenses:

1. Shari's Sports Saloon (On-Sale plus Sunday & Off-Sale plus Sunday)
2. JAC's Bar and Grill (On-Sale plus Sunday)
3. VFW Club (Club License)
4. Kwik Trip (3.2 Beer)
5. Cenex (3.2 Beer)
6. 52 Bottle Shop (Off-Sale plus Sunday)
7. Chosen Valley Country Club (On-Sale plus Sunday)
8. Chatfield Center for the Arts (On-Sale plus Sunday)
9. Joy Ridge Event Center (On-sale plus Sunday)

Ayes: Councilors: Novotny, Broadwater, Urban, Frank, and Bluhm

Nays: None

Motion carried.

City Engineer's Report

Ordinance 468 Accessory Building – First Consideration

Briefly reviewed ORDINANCE NO. 468 - An ordinance relating to zoning; Amending the provisions of the Chatfield Code, Subpart A, Chapter 113, Article VI, Division 2, Section 291, relating to the standards established for an accessory building located in a residential district.

Pay Application #2 – West Chatfield

Consider payment of pay application #2 in the amount of \$12,000.00. Work includes the installation of the concrete driveway and bituminous pavement patching.

Pearson Backhoe started work on the drainage improvement project in late July and substantially completed the project in the middle of August. Subcontractors later came back to pour the concrete driveway and patch the bituminous pavement. Most of the project went as planned, however, as they were installing the storm sewer up Hill Street, they encountered rock excavation for approximately 60 ft. Pearson also dug around additional utility lines which took them additional time to install the storm sewer and

removed some additional pavement that was in bad shape.

The original contract amount for the project was \$105,995 and with the additional work (rock excavation, utilities and additional patching) the project was \$5,508 over the original bid.

Councilor Paul Novotny entered a motion, with a second by Councilor Dave Frank, to Approve the pay request as recommended by Public Works and the City Engineer in the amount of \$12,000.

Ayes: Councilors: Novotny, Broadwater, Urban, Frank, and Bluhm

Nays: None

Motion carried.

Public Work Report

Snowplow Policy

Councilor Pam Bluhm entered a motion, with a second by Councilor Dave Frank, to Approve the snowplow policy as submitted.

Ayes: Councilors: Novotny, Broadwater, Urban, Frank, and Bluhm

Nays: None

Motion carried.

Mayor's Report

Mayor McBroom asks people to please get cars off the street so our crews can plow snow.

City Administrator's Report

Omnibus Fee Schedule – Ordinance 469, First Review

Changes to the Omnibus Fee Schedule were briefly reviewed.

Committee Reports

Personnel Budget Committee

Topics included:

Agricultural Lease Consideration

Agricultural Use of Parcel 310005000 – Brush Dump

Street Light Installation Request

Memorandum of Understanding – ESST for Officers, LELS

Public Safety One Time Funding Allocation

Personnel Policy Amendments

Bulk Fuel Tank System

CCTV Suggested Personnel Changes

There are concerns over the fact that there is no one in the CCTV Administrator role. Programing will be interrupted until that role, or a new role can be filled.

Councilor Paul Novotny entered a motion, with a second by Councilor Dave Frank, to create a job description for a Programing and Social Media Coordinator for CCTV for \$7000/yr and hire an interim person to do the Programing and Social Media Coordinator job until the new job description is accepted in approximately 60 days.

Ayes: Councilors: Novotny, Broadwater, Frank, and Bluhm

Nays: Councilor: Urban

Motion carried.

Public Works Committee

Topics included:

Pay Application #2 – West Chatfield Project

Curb/Driveway Installation Winona Street

UV Repair

Drying of Reed Beds

Bulk Fuel Tank System

Water Tower Inspection

Well Pump Maintenance

Shade Tree Disease Letters Response

Burr Oak Extension

Roundtable

Mayor McBroom reported that he has had residents reach out to him because they would like to see Chatfield join other cities that have passed resolutions to not fly the new State Flag.

Adjourn

Councilor Mike Urban entered a motion, with a second by Councilor Pam Bluhm, to adjourn at 7:33 PM.

Ayes: Councilors: Novotny, Broadwater, Urban, Frank, and Bluhm

Nays: None

Motion carried.

/s/Beth M Carlson
City Clerk



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: Closing 2023
 2023 CLAP2

| Check Nbr | Invoice | Account | Dept Descr | Object Descr | Amount | Comments |
|--------------------------------|---------|-----------------|---------------------|--------------------------|------------|---------------------------------|
| ABILITY BUILDING CENTER | | | | | | |
| 19047 | | E 100-41940-302 | Municipal Building | Contracted Help | \$757.56 | CLEANING-DEC. |
| | | | | | \$757.56 | |
| ABILITY BUILDING CENTER | | | | | | |
| ARAMARK | | | | | | |
| 256020 | | E 100-41940-401 | Municipal Building | Repairs/Maint Buildings | \$366.32 | RUG SERVICE |
| | | | | | \$366.32 | |
| ARAMARK | | | | | | |
| AT&T MOBILITY | | | | | | |
| 010320 | | E 100-42110-218 | Police Administrati | Confiscation/Forfeitures | \$38.23 | 507.513.5937 POLICE AIR CARD |
| 010320 | | E 220-42280-321 | Fire Department * | Telephone | \$49.77 | 507.884.4423 FIRE |
| 010320 | | E 100-42110-320 | Police Administrati | Communications (GENER | \$38.27 | 507.513.5954 POLICE AIR CARD |
| 010320 | | E 230-42270-321 | Ambulance | Telephone | \$49.77 | 507.513.5925 471A AMBULANCE |
| 010320 | | E 100-42110-321 | Police Administrati | Telephone | \$49.77 | 507.272.5506 POLICE CHIEF |
| 010320 | | E 100-42110-321 | Police Administrati | Telephone | \$44.73 | 507.272.5386 POLICE 873 |
| 010320 | | E 100-42110-321 | Police Administrati | Telephone | \$44.73 | 507.272.5382 POLICE 872 |
| 010320 | | E 230-42270-321 | Ambulance | Telephone | \$49.77 | 507.513.5974 471B AMBULANCE |
| 010320 | | E 230-42270-321 | Ambulance | Telephone | \$38.23 | 507.551.8200 AMB IBR |
| | | | | | \$403.27 | |
| AT&T MOBILITY | | | | | | |
| AUTOMATIC SYSTEMS CO. | | | | | | |
| 041045 | | E 602-49450-404 | Sewer (GENERAL) | Repairs/Maint Equipment | \$2,976.37 | FLD SRVC-MEDIA CNVRTR 6/23 9/23 |
| | | | | | \$2,976.37 | |
| AUTOMATIC SYSTEMS CO. | | | | | | |
| CHATFIELD ALLIANCE, INC | | | | | | |
| 2023 CL | | E 100-46630-300 | Community Dev - | Promotional Expense | \$382.85 | 95% LDGNG TAX OKNWLD 2023 OCT- |
| | | | | | \$382.85 | |
| CHATFIELD ALLIANCE, INC | | | | | | |
| CHATFIELD PARTS HOUSE | | | | | | |
| 912763 | | E 602-49450-210 | Sewer (GENERAL) | Operating Expenses | \$162.90 | RL HS FTTNGS ADPTRS |
| 913481 | | E 100-43100-210 | Street Maintenanc | Operating Expenses | \$6.90 | KY TG |
| 913681 | | E 100-43100-210 | Street Maintenanc | Operating Expenses | \$20.74 | KY TG DLCT SLCNE CMP |
| 912479 | | E 100-43100-210 | Street Maintenanc | Operating Expenses | \$15.69 | ARMRL PRT |
| 912757 | | E 100-43100-210 | Street Maintenanc | Operating Expenses | \$1.99 | FLGGN TPE |
| 913146 | | E 100-45200-210 | Parks (GENERAL) | Operating Expenses | \$27.96 | SPRY PNT |
| 912971 | | E 100-43100-210 | Street Maintenanc | Operating Expenses | \$20.28 | BLT NT WSHR |
| 913153 | | E 602-49450-212 | Sewer (GENERAL) | Vehicle Operating Suppli | \$15.49 | HLGN |
| 913597 | | E 100-43100-210 | Street Maintenanc | Operating Expenses | \$4.98 | KYS |
| 914801 | | E 100-43100-210 | Street Maintenanc | Operating Expenses | \$4.90 | RVTS |
| 913689 | | E 100-42110-212 | Police Administrati | Vehicle Operating Suppli | \$60.98 | 2 BLDE |
| 913691 | | E 100-42110-212 | Police Administrati | Vehicle Operating Suppli | -\$30.99 | BLD |
| 913691 | | E 100-42110-212 | Police Administrati | Vehicle Operating Suppli | \$23.99 | EXCTFT BM |
| 913668 | | E 100-42110-240 | Police Administrati | Small Tools and Minor E | \$46.07 | SCRW PWR SRTP |
| 914158 | | E 100-42110-212 | Police Administrati | Vehicle Operating Suppli | \$12.99 | CLNT |
| | | | | | \$394.87 | |
| CHATFIELD PARTS HOUSE | | | | | | |
| CMS | | | | | | |
| 804-23 | | E 100-42400-440 | Building Inspectio | Building Inspections | \$755.23 | INSPECTIONS |
| 804-23 | | E 100-42400-441 | Building Inspectio | Plan Review | \$119.60 | PLAN REVIEW |
| | | | | | \$874.83 | |
| CMS | | | | | | |
| EXPERT BILLING, LLC | | | | | | |
| 12021 | | E 230-42270-435 | Ambulance | Licences, Permits and Fe | \$961.00 | TRANSPORTS BILLED - NOV |
| | | | | | \$961.00 | |
| EXPERT BILLING, LLC | | | | | | |
| GALLS | | | | | | |



City of Chatfield
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 2023 CLAP2

| Check Nbr | Invoice | Account | Dept Descr | Object Descr | Amount | Comments |
|--------------------------------------|---------|-----------------|---------------------|--------------------------|-------------|----------------------------------|
| | 026635 | E 100-42110-152 | Police Administrati | Clothing | \$246.95 | LS SHRT TOP HLDER |
| GALLS | | | | | \$246.95 | |
| MIENERGY COOPERATIVE | | | | | | |
| | 01/01/2 | E 601-49400-380 | Water Utilities (GE | Utility Services (GENERA | \$568.21 | 333119002 85007612 HSD BS |
| | 01/01/2 | E 601-49400-380 | Water Utilities (GE | Utility Services (GENERA | \$426.96 | 333119003 85007624 JOHNST WELL |
| | 01/01/2 | E 100-45200-380 | Parks (GENERAL) | Utility Services (GENERA | \$36.81 | 333119001 8500759501 52 SIGN |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$410.00 | 333119005 85010070 HSD STLGHTS |
| | 01/01/2 | E 602-49450-380 | Sewer (GENERAL) | Utility Services (GENERA | \$39.77 | 333119004 85007649 STALB LS |
| MIENERGY COOPERATIVE | | | | | \$1,481.75 | |
| MINNESOTA ENERGY RESOURCES | | | | | | |
| | 01/04/2 | E 601-49400-380 | Water Utilities (GE | Utility Services (GENERA | \$59.77 | 00015 547 HLLSD BSTR STTN |
| MINNESOTA ENERGY RESOURCES | | | | | \$59.77 | |
| MMS | | | | | | |
| | 79573 | E 100-45200-210 | Parks (GENERAL) | Operating Expenses | \$705.44 | SPRYR STL |
| MMS | | | | | \$705.44 | |
| PEOPLES ENERGY COOPERATIVE | | | | | | |
| | 01/01/2 | E 100-42110-380 | Police Administrati | Utility Services (GENERA | \$315.00 | 2407900 1/3 21 2ND ST SE |
| | 01/01/2 | E 230-42270-380 | Ambulance | Utility Services (GENERA | \$315.00 | 2407900 1/3 21 2ND ST SE |
| | 01/01/2 | E 211-45500-380 | Libraries (GENERA | Utility Services (GENERA | \$381.99 | 2402500 LIBRARY 322 MAIN ST S |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$302.80 | 2400202 PPLS 19 SCND ST SW |
| | 01/01/2 | E 602-49450-380 | Sewer (GENERAL) | Utility Services (GENERA | \$149.21 | 242390 MILL CREEK PK - LIFT ST |
| | 01/01/2 | E 100-41940-380 | Municipal Building | Utility Services (GENERA | \$315.00 | 2407900 1/3 21 2ND ST SE |
| | 01/01/2 | E 601-49400-380 | Water Utilities (GE | Utility Services (GENERA | \$825.01 | 3011700 BLUFF ST WELL |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$52.07 | 2410100 1/4 FIRE HALL |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$268.54 | 2154400 10208 HILLSIDE DRIVE |
| | 01/01/2 | E 220-42280-380 | Fire Department * | Utility Services (GENERA | \$193.57 | 2410000 318 S MAIN ST-WHISTLE |
| | 01/01/2 | E 220-42280-380 | Fire Department * | Utility Services (GENERA | \$156.18 | 2410100 3/4 FIRE HALL |
| | 01/01/2 | E 601-49400-380 | Water Utilities (GE | Utility Services (GENERA | \$58.68 | 3211800 250 OLD TERRITORIAL RD |
| | 01/01/2 | E 100-45200-380 | Parks (GENERAL) | Utility Services (GENERA | \$110.94 | 2410200 MAIN ST-CITY PARK |
| | 01/01/2 | E 100-45200-380 | Parks (GENERAL) | Utility Services (GENERA | \$58.44 | 2428000 MILL CREEK PARK |
| | 01/01/2 | E 602-49450-380 | Sewer (GENERAL) | Utility Services (GENERA | \$3,220.76 | 2430200 126 LIBRARY LN WWTP |
| | 01/01/2 | E 100-45200-380 | Parks (GENERAL) | Utility Services (GENERA | \$58.00 | 2432200 CHATFIELD SIGN |
| | 01/01/2 | E 100-45200-380 | Parks (GENERAL) | Utility Services (GENERA | \$53.70 | 2432400 400 3RD ST SW |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$64.12 | 2436500 CR 2 HWY S |
| | 01/01/2 | E 100-45200-380 | Parks (GENERAL) | Utility Services (GENERA | \$59.00 | 2438500 MILL CREEK PARK |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$2,058.00 | 3011800 STREET LIGHTS |
| | 01/01/2 | E 100-45124-380 | Swimming Pools - | Utility Services (GENERA | \$306.45 | 3237701 107 UNION ST NE |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$58.56 | 2447300 UNION ST NE - XING |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$10.00 | 2182100 SIREN - 10210 HILLSIDE |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$208.34 | 3260000 52 3RD ST SW - STL MTR |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$179.00 | 7823600 MEYERS AND TERMAR |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$72.11 | 3376900 EV CHARGER - 405 MAIN ST |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$194.31 | 3265100 20 2ND ST SE - LIGHTS |
| | 01/01/2 | E 100-43100-380 | Street Maintenanc | Utility Services (GENERA | \$94.84 | 3260100 301 TH 52 - TRAFFIC SI |
| PEOPLES ENERGY COOPERATIVE | | | | | \$10,139.62 | |
| QUADIENT - POSTAGE ALLOCATION | | | | | | |
| | 12/29/2 | E 100-42110-322 | Police Administrati | Postage | \$6.55 | POSTAGE ALLOCATION |
| | 12/29/2 | E 100-41910-322 | Planning and Zoni | Postage | \$4.36 | POSTAGE ALLOCATION |
| | 12/29/2 | E 602-49450-322 | Sewer (GENERAL) | Postage | \$4.36 | POSTAGE ALLOCATION |
| | 12/29/2 | E 601-49400-322 | Water Utilities (GE | Postage | \$4.36 | POSTAGE ALLOCATION |



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|---|---------|-----------------|---------------------|---------------------------|--------------------|----------------------------------|
| | 12/29/2 | E 100-41500-322 | City Clerk | Postage | \$6.55 | POSTAGE ALLOCATION |
| | 12/29/2 | E 230-42270-322 | Ambulance | Postage | \$4.36 | POSTAGE ALLOCATION |
| | 12/29/2 | E 614-49840-322 | Cable TV (GENER | Postage | \$2.18 | POSTAGE ALLOCATION |
| | 12/29/2 | E 100-43100-322 | Street Maintenanc | Postage | \$4.36 | POSTAGE ALLOCATION |
| | 12/29/2 | E 211-45500-322 | Libraries (GENERA | Postage | \$2.18 | POSTAGE ALLOCATION |
| | 12/29/2 | E 240-46500-322 | Economic Dev (GE | Postage | \$2.18 | POSTAGE ALLOCATION |
| | 12/29/2 | E 220-42280-322 | Fire Department * | Postage | \$2.21 | POSTAGE ALLOCATION |
| QUADIENT - POSTAGE ALLOCATION | | | | | <u>\$43.65</u> | |
| SCHUMACHER ELEVATOR CO | | | | | | |
| | 01/01/2 | E 100-41940-403 | Municipal Building | Prev. Maint. Agreements | \$206.25 | MUNI ELEV MAINT |
| SCHUMACHER ELEVATOR CO | | | | | <u>\$206.25</u> | |
| THE CHATFIELD NEWS, LLC | | | | | | |
| | 4719 | E 100-41500-350 | City Clerk | Print/Binding (GENERAL) | \$360.00 | ORD 467 SCHDL FEES |
| | 4681 | E 614-49840-350 | Cable TV (GENER | Print/Binding (GENERAL) | \$30.00 | EQMNT FR SL |
| THE CHATFIELD NEWS, LLC | | | | | <u>\$390.00</u> | |
| WIDSETH SMITH NOLTING & ASSOC. | | | | | | |
| | 228083 | E 602-49450-303 | Sewer (GENERAL) | Engineering Fees | \$2,009.50 | 2023-10094 11 SANITARY SEWER |
| | 228081 | E 423-43200-503 | Construction Fund | Cap. Proj-Engineering Fe | \$35,276.74 | 2022-11251 GRND&PRSPCT STREET P |
| | 228083 | E 602-49450-310 | Sewer (GENERAL) | Other Professional Servic | \$21.67 | 2023-10094 14 1/3 GIS |
| | 228084 | E 801-43100-310 | Street Maintenanc | Other Professional Servic | \$3,327.81 | 2023-12048 HLLTP ESCRW-HTEst 4th |
| | 228083 | E 100-43100-310 | Street Maintenanc | Other Professional Servic | \$21.66 | 2023-10094 14 1/3 GIS |
| | 228082 | E 801-45200-500 | Parks (GENERAL) | Cap. Outlay-GENERAL | \$9,945.75 | 2022-11946 GROEN PARK PED BRDG |
| | 228083 | E 100-41910-310 | Planning and Zoni | Other Professional Servic | \$15,750.00 | 2023-10094 15 PLANNING |
| | 228083 | E 601-49400-310 | Water Utilities (GE | Other Professional Servic | \$21.67 | 2023-10094 14 1/3 GIS |
| WIDSETH SMITH NOLTING & ASSOC. | | | | | <u>\$66,374.80</u> | |
| 2023 CLAP2 | | | | | <u>\$86,765.30</u> | |
| AIRGAS | | | | | | |
| | 550452 | E 230-42270-210 | Ambulance | Operating Expenses | \$177.95 | OXYGEN |
| AIRGAS | | | | | <u>\$177.95</u> | |
| BOUND TREE MEDICAL | | | | | | |
| | 852024 | E 230-42270-210 | Ambulance | Operating Expenses | \$84.61 | SANICLOTH |
| | 852074 | E 230-42270-210 | Ambulance | Operating Expenses | \$108.17 | CTHTTR IV |
| BOUND TREE MEDICAL | | | | | <u>\$192.78</u> | |
| CENTURYLINK-TELE | | | | | | |
| | 01/10/2 | E 601-49400-321 | Water Utilities (GE | Telephone | \$21.18 | 612 E10-0825 1/5 NEW CIRCUIT |
| | 01/01/2 | E 230-42270-321 | Ambulance | Telephone | \$130.24 | 612 E10-0825 1/5 NEW CIRCUIT |
| | 01/01/2 | E 100-42110-321 | Police Administrati | Telephone | \$130.24 | 612 E10-0825 1/5 NEW CIRCUIT |
| | 01/01/2 | E 601-49400-321 | Water Utilities (GE | Telephone | \$130.24 | 612 E10-0825 1/5 NEW CIRCUIT |
| | 01/01/2 | E 100-41500-321 | City Clerk | Telephone | \$130.24 | 612 E10-0825 1/5 NEW CIRCUIT |
| | 01/10/2 | E 230-42270-321 | Ambulance | Telephone | \$21.18 | 612 E10-0825 1/5 NEW CIRCUIT |
| | 01/10/2 | E 211-45500-321 | Libraries (GENERA | Telephone | \$83.14 | 3480 LIBRARY |
| | 01/10/2 | E 100-46630-321 | Community Dev - | Telephone | \$156.99 | 3966 TOUR CENTER |
| | 01/10/2 | E 211-45500-321 | Libraries (GENERA | Telephone | \$101.36 | 2911 LIBRARY ELEVATOR |
| | 01/10/2 | E 100-43100-321 | Street Maintenanc | Telephone | \$21.19 | 612 E10-0825 1/5 NEW CIRCUIT |
| | 01/01/2 | E 100-43100-321 | Street Maintenanc | Telephone | \$130.25 | 612 E10-0825 1/5 NEW CIRCUIT |
| | 01/10/2 | E 100-42110-321 | Police Administrati | Telephone | \$21.18 | 612 E10-0825 1/5 NEW CIRCUIT |
| | 01/10/2 | E 100-41500-321 | City Clerk | Telephone | \$21.18 | 612 E10-0825 1/5 NEW CIRCUIT |
| CENTURYLINK-TELE | | | | | <u>\$1,098.61</u> | |



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: January 2024
 2024 01FA02

| Check Nbr | Invoice | Account | Dept Descr | Object Descr | Amount | Comments |
|--|---------|------------------|---------------------|--------------------------|------------|-----------------------------------|
| CHS | | | | | | |
| | 411-IH | E 601-49400-401 | Water Utilities (GE | Repairs/Maint Buildings | \$270.88 | GATE WTR RSVR |
| | | | | | \$270.88 | |
| CHS | | | | | | |
| FILLMORE COUNTY AUD / TREAS | | | | | | |
| | DECERT | R 100-41000-3101 | General Revenue | | \$1,520.88 | RETURN DECERT TIF 0031 LONE STO |
| | | | | | \$1,520.88 | |
| FILLMORE COUNTY AUD / TREAS | | | | | | |
| FIRE SAFETY USA, INC | | | | | | |
| | 181537 | E 221-42280-550 | Fire Department * | Cap. Outlay-Vehicles/Equ | \$650.00 | TNK VSN PRO |
| | | | | | \$650.00 | |
| FIRE SAFETY USA, INC | | | | | | |
| HAWKINS, INC. | | | | | | |
| | 666506 | E 601-49400-210 | Water Utilities (GE | Operating Expenses | \$20.00 | WATER SUPPLY CHEMICALS |
| | | | | | \$20.00 | |
| HAWKINS, INC. | | | | | | |
| HBC | | | | | | |
| | 01/02/2 | E 602-49450-438 | Sewer (GENERAL) | Internet Expenses | \$30.00 | 50% 1520399 UTLTY PL/HS 1 OF 3 CL |
| | 01/02/2 | E 100-45200-438 | Parks (GENERAL) | Internet Expenses | \$45.49 | 50% 1520399 19 2ND ST SW |
| | 01/02/2 | E 602-49450-438 | Sewer (GENERAL) | Internet Expenses | \$30.00 | 50% 1520399 BNCH/RVR 1 OF 3 CLLC |
| | 01/02/2 | E 601-49400-438 | Water Utilities (GE | Internet Expenses | \$45.49 | 50% 1520399 19 2ND ST SW |
| | 01/02/2 | E 601-49400-438 | Water Utilities (GE | Internet Expenses | \$29.99 | 50% 1520399 BNCH/RVR 1 OF 3 CLLC |
| | 01/02/2 | E 602-49450-438 | Sewer (GENERAL) | Internet Expenses | \$30.00 | 50% 1520399 WTR RSVR 1 OF 3 CLLC |
| | 01/02/2 | E 601-49400-438 | Water Utilities (GE | Internet Expenses | \$29.99 | 50% 1520399 UTLTY PL/HS 1 OF 3 CL |
| | 01/02/2 | E 601-49400-438 | Water Utilities (GE | Internet Expenses | \$29.99 | 50% 1520399 WTR RSVR 1 OF 3 CLLC |
| | | | | | \$270.95 | |
| HBC | | | | | | |
| HUNTINGTON ELECTRIC LLC | | | | | | |
| | 6870 | E 443-43200-500 | Construction Fund | Cap. Outlay-GENERAL | \$4,256.07 | 2022 WTR PRJCT - INSTLL PWR STH |
| | | | | | \$4,256.07 | |
| HUNTINGTON ELECTRIC LLC | | | | | | |
| MARCO TECHNOLOGIES LLC. | | | | | | |
| | INV120 | E 100-42110-403 | Police Administrati | Prev. Maint. Agreements | \$818.38 | MIT ALLOC - 20% |
| | INV120 | E 100-41910-403 | Planning and Zoni | Prev. Maint. Agreements | \$204.59 | MIT ALLOC - 5% |
| | INV120 | E 100-42110-403 | Police Administrati | Prev. Maint. Agreements | \$119.31 | MIT ALLOC - 20%-CNS ONBRDNG |
| | INV120 | E 601-49400-403 | Water Utilities (GE | Prev. Maint. Agreements | \$409.19 | MIT ALLOC - 10% |
| | INV120 | E 602-49450-403 | Sewer (GENERAL) | Prev. Maint. Agreements | \$409.19 | MIT ALLOC - 10% |
| | INV120 | E 240-46500-403 | Economic Dev (GE | Prev. Maint. Agreements | \$29.82 | MIT ALLOC - 5%-CNS ONBRDNG |
| | INV120 | E 230-42270-403 | Ambulance | Prev. Maint. Agreements | \$818.38 | MIT ALLOC - 20% |
| | INV120 | E 100-41910-403 | Planning and Zoni | Prev. Maint. Agreements | \$29.83 | MIT ALLOC - 5%-CNS ONBRDNG |
| | INV120 | E 100-41500-403 | City Clerk | Prev. Maint. Agreements | \$818.38 | MIT ALLOC - 20% |
| | INV120 | E 100-41500-403 | City Clerk | Prev. Maint. Agreements | \$119.31 | MIT ALLOC - 20%-CNS ONBRDNG |
| | INV120 | E 230-42270-403 | Ambulance | Prev. Maint. Agreements | \$119.31 | MIT ALLOC - 20%-CNS ONBRDNG |
| | INV120 | E 603-49500-403 | Refuse/Garbage (| Prev. Maint. Agreements | \$59.66 | MIT ALLOC - 10%-CNS ONBRDNG |
| | INV120 | E 602-49450-403 | Sewer (GENERAL) | Prev. Maint. Agreements | \$59.66 | MIT ALLOC - 10%-CNS ONBRDNG |
| | INV120 | E 601-49400-403 | Water Utilities (GE | Prev. Maint. Agreements | \$59.66 | MIT ALLOC - 10%-CNS ONBRDNG |
| | INV120 | E 240-46500-403 | Economic Dev (GE | Prev. Maint. Agreements | \$204.59 | MIT ALLOC - 5% |
| | INV120 | E 603-49500-403 | Refuse/Garbage (| Prev. Maint. Agreements | \$409.19 | MIT ALLOC - 10% |
| | | | | | \$4,688.45 | |
| MARCO TECHNOLOGIES LLC. | | | | | | |
| MN DEPARTMENT OF PUBLIC SAFETY | | | | | | |
| | M-1349 | E 601-49400-435 | Water Utilities (GE | Licences, Permits and Fe | \$100.00 | WELL #3-STRG YR 2023 |
| | M-1349 | E 601-49400-435 | Water Utilities (GE | Licences, Permits and Fe | \$100.00 | WELL #2-STRG YR 2023 |
| | | | | | \$200.00 | |
| MN DEPARTMENT OF PUBLIC SAFETY | | | | | | |
| MN DEPT OF LABOR & INDUSTRY | | | | | | |



City of Chatfield

Batch Listing - Unposted Summary

Current Period: January 2024
2024 01FA02

| Check | Nbr | Invoice | Account | Dept Descr | Object Descr | Amount | Comments |
|--|--------|---------|-----------------|--------------------|---------------------------|--------------|-------------------------------|
| | ALR015 | | E 100-41940-401 | Municipal Building | Repairs/Maint Buildings | \$100.00 | ELV04359 ELEVATOR ANNUAL OP |
| MN DEPT OF LABOR & INDUSTRY | | | | | | \$100.00 | |
| PATHFINDER CRM, LLC | | | | | | | |
| | 22062 | | E 100-46323-310 | Heritage Preservat | Other Professional Servic | \$3,500.00 | HPC CONSULT SERV - 2024 1 QTR |
| PATHFINDER CRM, LLC | | | | | | \$3,500.00 | |
| THREADS CUSTOM APPAREL | | | | | | | |
| | 5409 | | E 230-42270-152 | Ambulance | Clothing | \$40.00 | PATCH LOGO NAME |
| THREADS CUSTOM APPAREL | | | | | | \$40.00 | |
| WIT BOYZ INC. | | | | | | | |
| | 9863 | | E 230-42270-404 | Ambulance | Repairs/Maint Equipment | \$232.84 | LOF - B |
| WIT BOYZ INC. | | | | | | \$232.84 | |
| 2024 01FA02 | | | | | | \$17,219.41 | |
| | | | | | | \$103,984.71 | |

((BatchID) in (19646,19647))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: January 2024

2024 01KT

| Check Nbr | Invoice | Account | Dept Descr | Object Descr | Amount | Comments |
|------------------|---------|-----------------|-------------------|------------------|------------|-------------|
| KWIK TRIP | | | | | | |
| 112452 | RRSB1/ | E 211-45500-211 | Libraries (GENERA | Program Expenses | \$2,375.00 | SCRIP CARDS |
| | | | | | \$2,375.00 | |
| 2024 01KT | | | | | \$2,375.00 | |
| | | | | | \$2,375.00 | |

([BatchID] in (19679))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: January 2024

2024 01REVTRAK

| Check Nbr | Invoice | Account | Dept Descr | Object Descr | Amount | Comments |
|-----------------------|---------|-----------------|---------------------|------------------------|------------|-----------------------------|
| REVTRAK JETPAY | | | | | | |
| 112443 | DEC 20 | E 100-42110-323 | Police Administrati | Administration Expense | \$2.88 | RT ADMIN FEE ALLOC |
| | DEC 20 | E 100-42400-323 | Building Inspectio | Administration Expense | \$6.41 | RT ADMIN FEE ALLOC |
| | DEC 20 | E 220-42280-323 | Fire Department * | Administration Expense | \$3.84 | RT ADMIN FEE ALLOC |
| | DEC 20 | E 603-49500-323 | Refuse/Garbage (| Administration Expense | \$305.54 | 2023 ADMIN FEE ALLOC 19.24% |
| | DEC 20 | E 602-49450-323 | Sewer (GENERAL) | Administration Expense | \$962.21 | 2023 ADMIN FEE ALLOC 60.58% |
| | DEC 20 | E 601-49400-323 | Water Utilities (GE | Administration Expense | \$320.47 | 2023 ADMIN FEE ALLOC 20.18% |
| | | | | | \$1,601.35 | |
| REVTRAK JETPAY | | | | | | |
| 2024 01REVTRAK | | | | | \$1,601.35 | |
| | | | | | \$1,601.35 | |

((BatchID] in (19648))

RESOLUTION 2024-04
A RESOLUTION ACCEPTING A DONATION TO THE CITY.

WHEREAS, the City of Chatfield is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

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

| | |
|--|----------------|
| <u>Chatfield Firefighters Activity Association</u> | <u>\$5,000</u> |
|--|----------------|

WHEREAS, the terms or conditions of the donations, if any, are as follows:

To be used for Ambulance Truck/Equipment needs

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

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

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

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

Passed by the City Council of Chatfield, Minnesota this 22nd day of January, 2024.

/s/Beth M Carlson
City Clerk
City of Chatfield

**Memorandum of Understanding between
City of Chatfield and
LELS, Local #290**

In accordance with Article 17, Appendix A of the labor agreement between the City of Chatfield, Minnesota (City) and Law Enforcement Labor Services, Inc. Local 290- Essential Licensed Employees (Union), for the period commencing January 1, 2022, through December 31, 2024, the above-named parties hereby agree to amend the provisions of Article 17- Compensation, Appendix A in accordance with the terms set forth below.

The terms of this Agreement are as follows:

Article 17, Appendix A: Effective January 1, 2024, the Employer shall amend the wage rates to:

| Grade | Minimum | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Maximum |
|-------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 7 | \$61,585.52 | \$63,741.02 | \$65,971.95 | \$68,280.97 | \$70,670.81 | \$72,790.93 | \$74,974.66 | \$77,223.90 | \$79,540.61 |
| 7 | \$29.61 | \$30.64 | \$31.72 | \$32.83 | \$33.98 | \$35.00 | \$36.05 | \$37.13 | \$38.24 |

Article 17, Appendix A: Effective January 1, 2024, the Employer shall place the following Employees at the following Steps:

- Officer Kevin Landorf- Step 5 for the entirety of 2024
- Officer Steve Schmiedeberg - Step 5 for the entirety of 2024
- Officer Richard Evans – Minimum Step for the entirety of 2024
- Officer Trevor Schmidt- Minimum Step for the entirety of 2024

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed this _____ day of _____, 2024.

For City of Chatfield:

For Law Enforcement Labor Services:

Mayor

Business Agent Rick Mathwig

City Administrator Michele Peterson

Union Steward Kevin Landorf

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into between the City of Chatfield (“City”) and Law Enforcement Labor Services, Inc., Local No. 290 (“Union”).

WHEREAS, the Union and City are parties to a Labor Agreement in effect from January 1, 2022, to December 31, 2024, establishing terms and conditions of employment for bargaining unit employees; and

WHEREAS, the State of Minnesota adopted Minnesota Statutes §§181.9445, 181.9446, 181.9447, and 181.9448 (“the Statutes”) establishing new requirements for Earned Sick and Safe Time (“ESST”) for all employers; and

WHEREAS, the City has implemented an ESST Policy, effective January 1, 2024, and the implementation affects terms and conditions of employment contained in the Labor Agreement

WHEREAS, the City and Union wish to amend Article 19 of the Labor Agreement (Sick Leave) to acknowledge the ESST Policy and clarify how it will affect existing provisions in the Labor Agreement.

NOW THEREFORE, the City and the Union agree as follows:

1. Effective January 1, 2024, Article 19 of the Labor Agreement is hereby amended as follows:

Article 19. Sick Leave

- 19.1 An officer who routinely works an eight-hour workday will accumulate 8 hours of sick leave per month. An officer who routinely works a twelve-hour workday will accumulate 8.4 hours of sick leave per month.
- 19.2 Sick leave shall accumulate to a maximum of nine hundred and sixty (960) hours except as noted in 19.2.1.
 - 19.2.1 Sick leave shall accumulate to a maximum of nine hundred and sixty (960) hours. Once an officer has accumulated 960 hours of sick leave, the officer is entitled to accumulate an additional forty-eight (48) hours of catastrophic sick leave. Catastrophic sick leave hours will only be used once the sick leave hours are fully depleted. All Catastrophic sick leave hours will be forfeited upon separation of employment and will not be included in any severance pay calculations.
- 19.3 The Employer may require a doctor's statement, showing the nature of an injury, illness, and/or an evaluation of necessity directly related to such absence. Any expense incurred in obtaining this statement shall be the responsibility of the Employer. For sick leave hours used as ESST, the Employer may require reasonable documentation as defined by Minn. Stat. § 181.9447.

- 19.4 Sick leave may also be granted for a maximum of 5 days in addition to the 3-day funeral leave set forth in Article 21.
 - 19.5 Accumulated sick leave may be approved for any use permitted by the City's Sick Policy, and consistent with Minn. Stats. §§ 181.9445, 181.9446, 181.9447, and 181.9448.
 - 19.6 Part-time employees shall earn pro-rata sick leave benefits based on the number of hours actually worked during a pay period, up to full-time. Part-time employees shall be eligible for ESST pursuant to the City's ESST policy.
 - 19.7 Because ESST is a form of sick leave and does not accrue in addition to or on top of sick leave, any accrued and unused sick leave hours, whether considered ESST or not, shall carry over and be paid out in accordance with the Labor Agreement.
2. All other terms and conditions of the Labor Agreement shall remain in full force and effect and shall be unaffected by this MOU or the implementation of the City's ESST Policy.

THIS SPACE INTENTIONALLY LEFT BLANK

SIGNATURE PAGE FOLLOWS

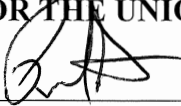
IN WITNESS WHEREOF, the parties hereto have executed this MOU on the latest date affixed to the signatures below.

FOR THE CITY OF CHATFIELD:

Date

Date

FOR THE UNION:

 1-12-24

Business Agent Date

Local #290 Representative Date

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: _____ Previous Gambling Permit Number: _____

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

Mailing Address: _____

City: _____ State: _____ Zip: _____ County: _____

Name of Chief Executive Officer (CEO): _____

CEO Daytime Phone: _____ CEO Email: _____
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

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

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

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): _____

Physical Address (do not use P.O. box): _____

Check one:
____ City: _____ Zip: _____ County: _____
____ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): _____

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

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

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

The application is acknowledged with no waiting period.

_____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

_____ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL for a gambling premises located in a township

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

_____ a copy of your proof of nonprofit status; and
_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

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

Questions?

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

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

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

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

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



Memorandum

To: Public Services and City Council

From: Luke Thieke, Fire Chief

Date: January 17, 2024

Sale of Equipment – Skid Unit

In 2018 we put together a UTV for rescues and fires, since then we have had some issues with the UTV's clutching. So upon further investigation we have found it to be a bit overloaded, and it was never very good for fighting fires the water tank was oddly shaped and it would run dry on hillsides even though it was half full, the clutching issue would always go away when not loaded with water. On the positive side it has made many rescues in off road situations, including a bunch on our UTV trail. So, we decided to take fire skid out of it and just use it as a rescue device. I contacted our sales rep to see if he would advertise it for us which he did, and it basically sold instantly I accepted the offer of \$4500.00 for the skid unit. I believe we paid around \$6500 for the skid brand new. Hammell equipment still had the old box for the UTV, so we have installed that back on.

MEMORANDUM

TO: CHATFIELD CITY COUNCIL
FROM: RYAN PRIEBE, WATER SUPERINTENDENT
SUBJECT: WATER TOWER INSPECTION
DATE: 1/3/24

Action Requested- Approve service with KLM Engineering for tank inspections, and service work on our water tower for \$3,000.

Background- We signed an agreement with them in 2018 for a price of \$3,000 and they said they will honor that price. We will be doing an R.O.V. inspection which entails a robotic camera will inspect the water tower and will not be a dry tank clean out. In 4 years we will inspect it again and it will be a dry tank clean out.

Chatfield, MIN Water Storage CIP

| | 2016 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 |
|---------------------------|-----------------|-------------|-------------|-----------------|-----------------|-------------------|-------------|-----------------|-------------|-----------------|-------------|
| Old Territorial Tank | \$ 2,500 | | | | \$2,800 | | | | | \$3,200 | |
| Old Territorial Reservoir | | | | | \$2,800 | | | | | \$3,200 | |
| South Reservoir | | | | | | \$275,000 | | | | | |
| Water Tower | \$ 2,500 | | | \$2,800 | | | | \$3,000 | | | |
| Total | \$ 5,000 | \$ - | \$ - | \$ 2,800 | \$ 5,600 | \$ 275,000 | \$ - | \$ 3,000 | \$ - | \$ 6,400 | \$ - |

\$ 297,800

Scope of Work

- Water Tower 2016 Dry tank Cleanout/remove CP
- Old Territorial Tank 2021 ROV Inspection
- Old Territorial Reservoir 2021 ROV Inspection
- Water Tower 2024 ROV Inspection
- South Reservoir 2022 Full reconditioning interior and exterior/no containment
- Old Territorial Reservoir 2026 5 year AWWA Inspection
- Old territorial Tank 2026 2 year warranty inspection
- South Reservoir 2025 2 year warranty inspection

MEMORANDUM

TO: CHATFIELD CITY COUNCIL
FROM: RYAN PRIEBE, WATER SUPERINTENDENT
SUBJECT: WELL PUMP MAINTENANCE
DATE: 1/3/23

Action Requested- Approve Berguson-Casswell well pump maintenance agreement for this spring schedule.

Background- Every 8 years we pull our well pumps and do all the maintenance that is needed. The bid I have received is same company that does Well #3. That well has never ran so well. I would like to have the same company do maintenance on this well also. The price he gives us is a list price of all the items that may be needed. Some of it will not be needed he just wanted to be upfront with all costs. You will notice there is a price difference between the 2 proposals and one is to recondition the 1965 motor to run with a VFD (\$3,250) and the other is a new motor (\$6,850)



Bergerson - Caswell Inc.
5115 Industrial Street
Maple Plain, MN 55359
(763) 479-3121 Fax: (763) 479-2183

November 21, 2023

CITY OF CHATFIELD

Attn: Mr. Ryan Priebe
21 second street SE
Chatfield, MN 55923

(507) 867-3810
cell (507) 251-0278

Re: WELL PUMP #2 MAINTENANCE INSPECTION QUOTE

Dear Mr. Priebe;

Bergerson Caswell Inc. Appreciates the opportunity to assist the City with your water well, and pumping equipment maintenance needs. As requested I am providing you with a project cost to remove, inspect, and recondition your well pump #2. This type of maintenance or service inspection is normally performed every 5-10 years, on Vertical Lineshaft Turbine (VLT) pumps depending on hours of service, water quality, and past performance history, but this style of pump is the most commonly found equipment on municipal water systems. From the records, I believe this pump is a Goulds 9RCHC-5 stage pump end and it is installed on 6" x 1.5" column assembly, I just don't know the quantity of pipe that is there exactly based on the state information I would guess 210' to 220', when the other well is 210'. The state had the well pump design at 450 GPM, but this well has the same model pump as the other one did, so regardless both wells should react very similar. Below I have provided a breakdown of the normal project costs for performing a service inspection that has the materials and reconditioning services at the current price.

PROJECT COST

| | |
|---|---------------------|
| 1) Labor & equipment to remove, and inspect the well pump | \$ 3,500.00 |
| Measure the depth of the well while we are at site (478'?) | |
| Clean or Sandblast pump components & provide written report of this equipment | \$ 300.00 |
| 2) Recondition the discharge head | \$ 550.00 |
| 3) 6"x 5' T & C Sch. 40 Column Pipe @ \$ 450.00/each, 2 each (Max) | \$ 900.00 |
| 4) 6"x 10' T & C Sch. 40 Column Pipe @ \$560.00/each, 20 each (Max) | \$11,200.00** |
| 5) 6"x 10' tail pipe Sch 40 pipe | \$ 525.00 |
| 6) 6" Spider bearing inserts @ \$ 35.00/each, replace all (21 each) | \$ 735.00 |
| 7) Clean & Straighten Shafting, 20 each @ \$ 50.00/each | \$ 1,000.00 |
| 8) Replace your head shaft (through packing area shaft is normally cut) | \$ 750.00 |
| 9) Recondition Pump Bowl Assembly: Goulds 9 CHC-5 stage designed 450 Gpm @ 255'TDH | |
| Machine impeller & install wear ring; 5 each at 650.00/ea | \$ 3,250.00 |
| Furnish a complete set of bowl bearings | \$ 950.00 |
| Replace bowl shaft | \$ 650.00 |
| 10) Shop Labor to perform required repairs, 20 hours @ \$110.00/hr | \$ 2,200.00 |
| 11) Recondition 40 Hp US VHS electric motor | \$ 3,250.00 |
| 12) Labor and Equipment to reinstall, startup, & test well pump #2 | \$ 3,500.00 |
| Other Well Services you may elect to perform | |
| 13) Video inspection of the well and casing | \$ 2,500.00 |
| 14) Install water level stilling tube for monitoring water level or containing transducer | \$ 210.00 |
| 15) Sandblast and Epoxy coat the column pipe 210' at \$22.00/ft (did not perform on other well) | |
| TOTAL PROJECT COST ESTIMATE | \$ 35,970.00 |

** means the final amount could be significantly less

Other Materials not typically replaced, but you have

1. 1.5"x 10' T&C Stainless steel line shaft @ \$400.00/each
2. 1.5"x 5' T&C Stainless steel line shaft @ \$275.00/each
3. 6" x 2" spider assembly @ \$95.00/each

The above total cost is based on the quantities listed and material pricing offered in quote, but it reflects replacing nearly all below grade materials except shafting, and the pump. These two items are planned for cleaning and heat straightening the line shafting, and complete reconditioning to the pump so that it will be as new. As always once the pump is inspected and a complete project cost is determined, you the customer always have the final say as to what materials and services are performed to your pumping equipment and system.

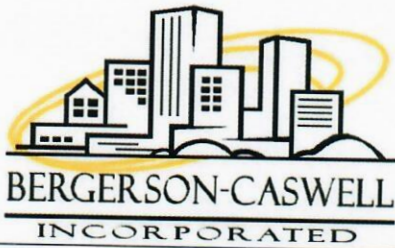
If you have any questions, require additional information, or would like to discuss this proposal, please do not hesitate to contact us at 1-800-328-6188 or (763) 479-3121, cell # (612) 369-3652.

Sincerely,

Bergerson - Caswell Inc.
5115 Industrial Street • Maple Plain, MN 55359
Telephone: 763 - 479 - 3121 Fax: 763 - 479 - 2183 E-Mail: info@BergersonCaswell.com
Equal Opportunity Employer/Contractor

BERGERSON=CASWELL INC.

Tim Berquam
Project Engineer/Geologist



Bergerson - Caswell Inc.
5115 Industrial Street
Maple Plain, MN 55359
(763) 479-3121 Fax: (763) 479-2183

January 3, 2024

CITY OF CHATFIELD

Attn: Mr. Ryan Priebe
21 second street SE
Chatfield, MN 55923

(507) 867-3810
cell (507) 251-0278

Re: WELL PUMP #2 MAINTENANCE INSPECTION QUOTE

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| Clean or Sandblast pump components & provide written report of this equipment | \$ 300.00 |
| 2) Recondition the discharge head | \$ 550.00 |
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| 4) 6"x 10' T & C Sch. 40 Column Pipe @ \$560.00/each, 20 each (Max) | \$11,200.00** |
| 5) 6"x 10' tail pipe Sch 40 pipe | \$ 525.00 |
| 6) 6" Spider bearing inserts @ \$ 35.00/each, replace all (21 each) | \$ 735.00 |
| 7) Clean & Straighten Shafting, 20 each @ \$ 50.00/each | \$ 1,000.00 |
| 8) Replace your head shaft (through packing area shaft is normally cut) | \$ 750.00 |
| 9) Recondition Pump Bowl Assembly: Goulds 9 CHC-5 stage designed 450 Gpm @ 255'TDH | |
| Machine impeller & install wear ring; 5 each at 650.00/ea | \$ 3,250.00 |
| Furnish a complete set of bowl bearings | \$ 950.00 |
| Replace bowl shaft | \$ 650.00 |
| 10) Shop Labor to perform required repairs, 20 hours @ \$110.00/hr | \$ 2,200.00 |
| 11) New premium efficient, Inverter rated, 40 Hp VLT US motor | \$ 6,865.00 |
| 12) Labor and Equipment to reinstall, startup, & test well pump #2 | \$ 3,500.00 |

Other Well Services you may elect to perform

- | | |
|---|-------------|
| 13) Video inspection of the well and casing | \$ 2,500.00 |
| 14) Install water level stilling tube for monitoring water level or containing transducer | \$ 210.00 |
| 15) Sandblast and Epoxy coat the column pipe 210' at \$22.00/ft (did not perform on other well) | |

TOTAL PROJECT COST ESTIMATE **\$ 39,585.00**

** means the final amount could be significantly less

Other Materials not typically replaced, but you have

1. 1.5"x 10' T&C Stainless steel line shaft @ \$400.00/each
2. 1.5"x 5' T&C Stainless steel line shaft @ \$275.00/each
3. 6" x 2" spider assembly @ \$95.00/each
4. Recondition your 40 Hp US VHS electric motor \$ 3,250.00

The above total cost is based on the quantities listed and material pricing offered in quote, but it reflects replacing nearly all below grade materials except shafting, and the pump. These two items are planned for cleaning and heat straightening the line shafting, and complete reconditioning to the pump so that it will be as new. As always once the pump is inspected and a complete project cost is determined, you the customer always have the final say as to what materials and services are performed to your pumping equipment and system.

If you have any questions, require additional information, or would like to discuss this proposal, please do not hesitate to contact us at 1-800-328-6188 or (763) 479-3121, cell # (612) 369-3652.

Sincerely,

BERGERSON=CASWELL INC.

Tim Berquam Project Engineer/Geologist

ORDINANCE NO. 469

AN ORDINANCE RELATING TO FEES CHARGED BY THE CITY OF CHATFIELD
FOR VARIOUS PURPOSES, LICENSES OR SERVICES, AMENDING SUBPART A,
CHAPTER 11, SECTION 11-1 OF THE CHATFIELD CITY CODE.

THE COUNCIL OF THE CITY OF CHATFIELD, MINNESOTA, DOES ORDAIN:

Section 1. The provisions of the Chatfield City Code, Subpart A, Chapter 11, Section 11-1, are amended to read:

Section 11-1. Particular Fees, Fines and Charges

| City of Chatfield 2024 Schedule of Fees | |
|--|--|
| \$30.00 | Returned Check / Payment Fee / etc. |
| 3.5% | Surcharge Fees for RevTrak payments. |
| Copying / Printing | |
| \$.25 / .10* | 8.5 x 11 (one sided) Black & White *if customer provides paper |
| \$.50 / .25* | 8.5 x 11 (one sided) Color *if customer provides paper |
| \$.25 / .10* | 11 x 17 (one sided) Black & White *if customer provides paper |
| \$.50 / .25* | 11 x 17 (one sided) Color *if customer provides paper |
| \$.25 page | Fax (Receive) |
| \$1.00 flat | Fax (Send) |
| \$.10 | Folding per page stuffed in envelopes |
| \$10.00 | CCTV DVD |
| Camping | |
| \$15.00 | Per night camping fee |
| \$90.00 | Per week camping fee |
| Swimming Pool | |
| \$170.00 | Family Membership |
| \$120.00 | Individual Membership |
| \$7.00 | Afternoon Daily Fee |
| \$5.00 | Evening Daily |
| \$3.00 | Sunday Family Swim – Afternoon |
| \$5.00 | Midnight Swim |
| \$50.00 | Swimming Lessons – Members |
| \$60.00 | Swimming Lessons – Non-Members |
| \$100.00 | Swimming Lessons – Private , Participants must be from one nuclear family, must be at the same swimming level, with a maximum of 2 individuals. |
| \$25.00 | Toddler Time – Members |
| \$30.00 | Toddler Time – Non-Members |
| \$60.00 | Lap Swim – Season |
| \$6.00 | Lap Swim – Per Session |
| \$50.00 | Water Aerobics – Season |
| \$6.00 | Water Aerobics per Session |
| \$150.00 | One hour rental of entire facility, up to 25 swimmers plus \$2.00 for additional swimmers. |
| \$200.00 | Two-hour rental of entire facility, up to 25 swimmers plus \$4.00 for additional swimmers. |
| \$250.00 | Three-hour rental of entire facility, up to 25 swimmers plus \$6.00 for additional |

| | |
|---|---|
| | swimmers. |
| \$100.00 | Non-Refundable Deposit for Pool Rental, with exception for inclement weather. |
| Ambulance Fees | |
| \$800.00 | BLS Transport |
| \$900.00 | BLS Transport Outside PSA |
| \$15.00 | Per Loaded Mile |
| \$1,200.00 | ALS Transport |
| \$1,300.00 | ALS Transport Outside PSA |
| \$1,200.00 | EMT Class (Test Not Included) |
| \$300.00 | EMT Refresher Class (Test Not Included) |
| \$100.00 | Practical Test |
| \$50.00 | First Aid for Daycare (Includes CPR) |
| \$45.00/ 75.00 | CPR or First Aid Class / Both |
| Street | |
| \$3,000.00 | Street Excavation Deposit to ensure restoration of street surface Decrease from \$4,000 |
| \$150.00 | Hourly rate for cleaning streets related to private contractor/construction |
| Water Rates | |
| \$18.60 | Base Monthly Fee Increase from \$16.17 |
| \$6.49 | Per 1,000 gallons > 2,000 \$.00649 per gallon Increase from \$5.64 / \$.00564 |
| \$9.95 | Bulk Water per 1,000 gallons \$.00995 per gallon Increase from \$8.65 / \$.00865 |
| \$1,600.00 | Residential Hook-up Fee. Non-residential fees are based on an equivalency calculation |
| \$3,000.00 | Water Access Charge/Acre |
| Sanitary Sewer Rates | |
| \$48.55 | Base Monthly Fee |
| \$10.42 | Per 1,000 gallons > 2,000 \$.01042 per gallon |
| \$64.16 | Non-Metered Monthly Fee based on 3,500 gallons |
| \$2,600.00 | Residential Hook-up Fee. Non-residential fees are based on an equivalency calculation |
| \$2,000.00 | Sewer Access Charge/Acre |
| Apartment Building Hook-up Fees (Combined water & sewer) | |
| \$4,200.00 | 2 Unit Building |
| \$6,300.00 | 3 – 4 Unit Building |
| \$8,400.00 | 5 – 8 Unit Building |
| \$10,500.00 | 9 – 12 Unit Building |
| \$12,600.00 | 13 – 16 Unit Building |
| \$14,700.00 | 17 – 20 Unit Building |
| \$16,800.00 | 21 – 24 Unit Building |
| Residential Solid Waste | |
| \$8.80 | Garbage Service Per Month |
| \$6.62 | Recycling Fee |
| Variable | Fuel Surcharge by Calculation each month |
| \$2.15 or \$2.33 with SW Tax | Yellow Bag – 33 Gallon |
| \$1.50 or \$1.62 with SW Tax | Yellow Bag – 15 Gallon |
| Electric Vehicle Charger | |
| \$.20 | Per kwh |
| Cat / Dog Licenses | |
| \$15.00 | Neutered/Spayed |

| | |
|--|--|
| \$25.00 | Non-Neutered/Spayed |
| \$15.00 | Impound / Release Fee (Minimum) |
| \$10.00 | Penalty for Late Licensure |
| \$3.00 | Pound Fee (Daily, after the first 24 hours) |
| Adult Entertainment License Fees | |
| \$750.00 | Initial Investigation Application Fee for Adult Entertainment Business License |
| Alcohol License Fees | |
| \$125.00 | 3.2 Beer License (Annual) |
| \$50.00 | Intoxicating Liquor License Investigation Fee (Individual) |
| \$100.00 | Intoxicating Liquor License Investigation Fee (Corporation) |
| \$100.00 | Off-Sale License |
| \$300.00 | Club License |
| \$100.00 | Wine License On-Sale |
| \$75.00 | Temporary On-Sale License |
| \$900.00 | On-Sale License for applicant who has not held a license in the city for a period of 12 full consecutive months prior to making application. |
| \$900.00 | Renewal Fee for establishments with liquor sales between \$0 - \$19,999.99. |
| \$1,100.00 | Renewal Fee for establishments with liquor sales between \$20,000 - \$39,999.99. |
| \$1,300.00 | Renewal Fee for establishments with liquor sales between \$40,000 - \$59,999.99. |
| \$1,500.00 | Renewal Fee for establishments with liquor sales between \$60,000 - \$79,999.99. |
| \$1,700.00 | Renewal Fee for establishments with liquor sales between \$80,000 - \$99,999.99. |
| \$1,900.00 | Renewal Fee for establishments with liquor sales between \$100,000 - \$119,999.99. |
| \$2,100.00 | Renewal Fee for establishments with liquor sales between \$120,000 - \$139,999.99. |
| \$2,300.00 | Renewal Fee for establishments with liquor sales between \$140,000 - \$159,999.99. |
| \$2,500.00 | Renewal Fee for establishments with liquor sales between \$160,000 - \$179,999.99. |
| \$2,700.00 | Renewal Fee for establishments with liquor sales between \$180,000 - \$199,999.99. |
| \$2,900.00 | Renewal Fee for establishments with liquor sales greater than \$200,000.00. |
| No Charge | Sunday Liquor Surcharge |
| Merchant Fees | |
| \$20.00 | Transient Merchant Fee |
| Fire Department Charges | |
| \$500.00 + | Fire Call + Cost of Supplies |
| Cost of Supplies + | Fire Call |
| \$250/hr. after 1 st hr. | Fire Call |
| \$500.00 | Fire Department response to an auto accident |
| Zoning / Building Permit / Development Fees | |
| \$370 + \$20 per lot | General Development Plan Filing |
| \$470 + \$20 per lot | Preliminary Plat Filing |
| \$220 + \$20 per lot | Final Plat Filing |
| 1/10 th acre per Unit | Parkland Dedication Fee is 1/10 th of an acre per residential unit or the cash equivalent, whichever is chosen by the city. |
| \$375.00 | Variance Application |
| \$425.00 | Conditional Use Permit Application (Including Planned Unit Development) |
| \$375.00 | Zoning District Amendment Application |
| \$450.00 | Land Use Plan Amendment |
| \$250.00 | Temporary Use Permit |

| | |
|---|---|
| As charged by County | Addressing Fee, per lot – Olmsted County |
| As charged by County | Addressing Fee, per lot – Fillmore County |
| \$10.00 | Permit Application for use of a semi-trailer for storage |
| \$98.00 | Zoning Certificate* (applied to every permit: including, but not limited to; all building permits, fence permits, accessory structures < 200 sf, signs not requiring a building permit, demo permits, etc.) |
| By Total Valuation + Zoning Certificate | Sign Permit Application |
| By Total Valuation + Zoning Certificate | Residential Building Permit |
| By Total Valuation + Zoning Certificate | Commercial Building Permit |
| By Appl. | Plan Review Fee |
| By Total Valuation + Zoning Certificate | Mechanical Permit Fee |
| By Total Valuation + Zoning Certificate | Plumbing Permit Fee |
| \$186 + Zoning Certificate | Demolition Permits |
| \$125.00 | Reinspection/Special Inspection |
| Total Valuation | Building Permit Fee *(State Surcharges apply to permits where noted): |
| Residential Building Permit Fees (Groups U and R-3 Occupancies) | |
| \$84.00 | \$1.00 to \$5,000 |
| \$84.00 for the first \$5,000 plus \$4.90 per additional \$1,000 | \$5,001 to \$100,000 |
| \$549.50 for the first \$100,000 plus \$3.00 per additional \$1,000 | \$100,001 and Up |
| Commercial Building Permit Fees (Groups A,B,E,F,H,IM, S,U and R Occupancies) | |
| \$84.00 | \$1.00 to \$5,000 |
| \$84.00 for the first \$5000 plus \$11.00 per additional \$1,000 | \$5,001 to \$25,000 |
| \$304.00 for the first \$25,000 plus \$8.30 per additional \$1,000 | \$25,001 to \$50,000 |
| \$511.50 for the first \$50,000 plus \$6.70 per additional \$1,000 | \$50,001 to \$100,000 |
| \$846.50 for the first \$100,000 plus \$4.80 per additional \$1,000 | \$100,001 to \$500,000 |
| \$2,766.50 for the first \$500,000 plus \$2.50 per additional \$1,000 | \$500,001 to \$1,000,000 |
| \$4,016.50 for the first \$1,000,000 plus \$1.00 per additional \$1,000 | \$1,000,001 and up |
| Plumbing and Mechanical Fees | |
| \$84.00 | \$1.00 to \$5,000 |
| \$84.00 for the first \$5,000 plus \$16.30 per additional \$1,000 | \$5,001 to \$25,000 |
| \$410.00 for the first \$25,000 plus \$9.90 per additional \$1,000 | \$25,001 to \$100,000 |
| \$1,152.50 for the first \$100,000 plus \$6.70 per additional \$1,000 | \$100,001 to \$500,000 |
| \$3,832.50 for the first \$500,000 plus \$3.50 per additional \$1,000 | \$500,001 to \$1,000,000 |
| \$5,582.50 for the first \$500,000 plus \$2.30 per additional \$1,000 | \$1,000,001 and up |
| Administrative Fines | |
| \$100.00 | Prohibited damage or destruction of trees/flora |

| | |
|------------------------------|---|
| \$100.00 | Unauthorized services and meter tampering |
| \$100.00 | Unlawful deposit of waste or refuse |
| \$50.00 | Dog or Cat Licenses; certain animals prohibited |
| \$25.00 | Number of Dogs/Cats exceeding the number allowed |
| \$25.00 | Animals running at large |
| \$25.00 | Interference with apprehension of animals/tampering with impound |
| \$25.00 | Animal Causing Disturbance |
| \$50.00 | Abusing animals |
| \$50.00 | Condition of premises; Excrement |
| \$25.00 | U-turns prohibited at certain intersections (Main & First, Second, Third & Fourth) |
| \$50.00 | Violation of traffic control devices |
| \$100.00 | Violation of traffic control devices in a manner endangering public safety |
| \$50.00 | Curfew violation (juvenile petty offense) |
| \$50.00 | Legal Guardian allowing curfew violation |
| \$50.00 | Excessive noise prohibited, generally |
| \$50.00 | Loud Parties prohibited |
| \$100.00 | Public Nuisance, generally |
| \$100.00 | Discharging firearms in city |
| \$50.00 | Violation of building codes, including permits, fees, etc. |
| \$25.00 | Location/permanent use: parking recreational equipment on city streets, 48-hour limit |
| \$25.00 | Winter Parking Violation |
| Police Administration | |
| \$10.00 | Fingerprinting Applicant Card (Includes up to 2 cards for fee) |
| \$150.00 | Standard Tow and Impound |
| Actual Cost | Extra Tow charge (any tow beyond standard) |
| \$20.00 | Impound Fee (for any extra tow) |
| \$10.00 | Storage-per day (after 1 st 24 hours) |
| No Charge | Copy of Reports: Less than 10 pages |
| \$.25 per page | Copy of Reports: 10 – 100 pages |
| Actual Cost | Copy of Reports: More than 100 pages (per statute) |
| \$20.00 | Copy of Video Tape |
| \$15.00 | Copy of DVD |
| \$10.00 | Copy of Video Recording |

Section 2. This ordinance shall be effective 30 days following its publication.
Passed and adopted by the City Council of the City of Chatfield, Minnesota, this 22nd day of January, 2024.

Attest: Its City Clerk

Its Mayor

ORDINANCE NO. 469

AN ORDINANCE RELATING TO FEES CHARGED BY THE CITY OF CHATFIELD, MINNESOTA, FOR VARIOUS PURPOSES, LICENSES OR SERVICES, AMENDING SUBPART A, CHAPTER 11, SECTION 11-1 OF THE *CHATFIELD CODE*.

SUMMARY OF ORDINANCE PROVISIONS

The purpose of Ordinance No. 469 is to adjust various fees collected by the City of Chatfield for the issuance of certain zoning and land development fees. These fees are otherwise set forth as part of a lengthy omnibus fee ordinance whose other provisions would remain unchanged.

Specifically, the fee charged an applicant seeking approval of a general development plan, preliminary plat and final plat are being increased \$70 per application. The fee charged an for an applicant for a conditional use permit is being increased \$175.

The foregoing summary is only a summary of the text of the entire ordinance as passed and adopted. A full text of Ordinance No. 469 is available for inspection by any person during regular office hours at the Office of the Chatfield City Clerk, at the Thurber Municipal Building, located at 21 SE Second Street, Chatfield, MN 55923.