

AGENDA
HENDERSON CITY COUNCIL
Wednesday, November 15, 2023
TIME 7:00 P.M.

TARGET TIME
7:00 P.M.

- I. Call to Order
- II. Minutes, September 27, 2023
- III. Requests to Appear Before the Council, Ordinances
 - A. Forrest Hasty-MNDOT Highway 93 Flood Control
 - B. Other
- IV. Reports
 - A. Police Chief-monthly and staffing
 - B. City Engineer-S.E.H. Project Updates/Change Order 2
 - C. City Attorney-THC update
 - C. Assistant Admin.-tree grants, compost, utility
 - D. Administrator-Activity Report-work shop with agenda, staffing/PTO
 - E. City Council
 - 1. Status of Traffic Signs
 - 2. Other
- IV. Financial
 - A. Bills & End of Month & capital projects with bank agreements, investments, updates
- V. Old Business
 - 1. Housing Partnership
- VII. New Business
 - 2. ON/OFF Sale Liquor
 - 3. Other
- VIII. Information Items
 - A. Revised Meeting Schedule
- V. Adjourn

8:30 P.M.

MINUTES, HENDERSON CITY COUNCIL, WEDNESDAY, OCTOBER 18, 2023

Meeting called to order at 7:00 P.M. by Mayor Keith Swenson; present were Council Members Amy Hardel, Steve Sellner, and Crystal Thomas. Also present Police Chief Eric Karels, Southwest Minnesota Housing Partnership CEO Chad Adams, Ehler's Municipal Advisor Todd Hagen, Representative Bobbie Harder, SEH Project Engineer Chris Knutson, Tim Nytes, Beth Cornish, and City Administrator Lon Berberich.

Motion Swenson, seconded Sellner to approve minutes of September 27, 2023, meeting. Motion carried 4-0.

Chad Adams and Tim Nytes presented information and plans on a 4-unit workforce housing townhome project located at 704 Minnesota Street. Adams also discussed the League of Minnesota Cities Grant Navigator Application that the City may apply for to help assess government grant programs and local needs.

Motion Swenson, seconded Thomas, to approve Resolution 2023-20 authorizing the application for grant navigation support for the city. Motion carried 4-0.

Todd Hagen reported on the results of the 2023A bond sale.

Motion Swenson, seconded Sellner to adopt Resolution 2023-18 awarding the \$6,150,000 General Obligation Bonds, Series 2023A bond sale to BOK Financial Securities, Inc., Milwaukee, Wisconsin. Motion carried 4-0.

Representative Harder updated council on the 2023 Minnesota legislative session. Councilmembers, Representative Harder and city staff discussed potential courses of action regarding the need for a water filtration plant to improve water quality in the City of Henderson.

SEH Project Engineer Chris Knutson provided updates on the 2023-2024 Street and Utilities Improvement Project and the Highway 93 project.

Police Chief Karels provided a written monthly report. Chief Karels notified council that police officer Dan Koski will begin full-time employment on November 1, 2023.

Assistant Administrator Pautsch updated the council on tree grant progress, compost site camera, the ways in which other cities are using public safety aid, and designating a polling place location.

Motion Hardel, seconded Thomas to adopt Resolution 2023-19 related to designating a polling place location for all elections in 2024 and forward. The City of Henderson, as an election precinct within Sibley County, will hold all future elections at the Henderson Community Building, 600 Main Street, Henderson, MN 56044. Motion carried, 4-0.

City Administrator Lon Berberich reported on activity report, flood control, water and street projects and parks and trails grant.

Mayor Swenson and Councilmember Hardel updated the city council on personnel committee employee reviews.

Discussion followed with the Mayor, City Council, and city staff regarding the installation of stop signs along north 6th street.

Motion Sellner, seconded Thomas, to direct city staff to remove yield signs and install stop signs at Market Street, Oak Street, Cedar Street, Walnut Street, and Locust Street intersecting with 6th Street. An additional stop sign located at Ridge Road and South Street is to be installed. Motion carried, 4-0.

Motion Swenson, seconded Hardel, to approve of the September 30, 2023, cash balances. Motion carried, 4-0.

Motion Swenson, seconded Hardel, to approve the following city bills. Motion carried, 4-0

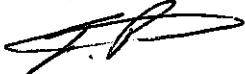
MN POLLUTION CONTROL		HENDERSON POST OFFICE	\$270.00
AGENCY	\$310.00	HJERPE CONTRACTING, INC.	\$108,768.94
AMERICAN LEGAL PUBLISHING	\$76.05	JAMES BAUMANN	\$863.94
BADGER METER INC.	\$10.68	JENNIFER CUMMINS	\$124.00
BRUCE GUSTOFSON	\$45.00	KAREN ZIMNY	\$1,121.89
BUREAU OF CRIM. APPREHENSION	\$600.00	METRONET	\$586.60
CEMSTONE PRODUCTS COMPANY	\$529.90	MICROSOFT OFFICE 365	\$12.83
DELTA DENTAL	\$115.26	Minnesota Department of revenue	\$1,035.00
G AND H READY MIX, LLC	\$431.50	MN DEPT OF LABOR AND	\$239.50
HAWKINS INC.	\$20.00	INDUSTRY	
HENDERSON FIRE & RESCUE	\$800.00	MN Valley Electric	\$919.87
HENDERSON FIRE RELIEF ASSOC.	\$16,066.02	NAPA AUTO PARTS OF LE SUEUR	\$312.38
HENDERSON INDEPENDENT	\$52.00	GOPHER STATE ONE CALL	\$32.40
HENDERSON LAWN CARE	\$4,815.00	SEH	\$37,432.89

TOSHIBA AMERICA BUSINESS		VERIZON WIRELESS	\$122.47
SOLUT	\$23.37	WAGARS GROCERY	\$575.00
UC LABORATORY	\$835.45	XCEL ENERGY	\$2,783.04
UNITED FARMERS COOPERATIVE	\$80.29		

Motion Swenson, seconded Hardel to approve of the revised meeting schedule. Motion carried, 4-0.

Mayor Swenson adjourned the meeting at 8:20 PM.

Timothy Pautsch



City Clerk

CITY OF HENDERSON

SIBLEY COUNTY, MINNESOTA

ORDINANCE NO.: 240

AN ORDINANCE PROHIBITING THE USE OF TETRAHYDROCANNABINOL (THC) PRODUCTS IN PUBLIC PLACES

WHEREAS, the City Council for the City of Henderson, Sibley County, Minnesota, is empowered under Minnesota Law to provide regulations for the general welfare and benefit of its residents; and

WHEREAS, the Minnesota Legislature recently enacted a law authorizing the recreational use of Tetrahydrocannabinol (THC) products and further, said law allows municipalities the authority to regulate and prohibit the public use of the same; and

WHEREAS, the City Council does hereby and herein ORDAIN as follows:

1. There shall be no public consumption of Cannabinoids, Cannabinoid products, products having a Cannabinoid Profile, products having a Cannabis Concentrate, Intoxicating Cannabinoids, Lower-Potency Hemp Derived Edibles, Synthetic Cannabinoids, or Tetrahydrocannabinol (THC) products, as those products are defined in Chapter 68, M.S.A. Section 342.01, as amended from time to time, in the City of Henderson at the following locations:
 - a. Any city owned or city leased property including the grounds, parking lot, or structures thereon;
 - b. City Hall;
 - c. City's Public Works Building;
 - d. Fire Hall;
 - e. Police Station;
 - f. Any Park;
 - g. Any beach;
 - h. Any public trail;

- i. Any Playground;
- j. Any Ballfield;
- k. Any Concession Stand;
- l. School grounds;
- m. Library grounds;
- n. Any sidewalk;
- o. Any parking lot;
- p. Any cemetery;
- q. Any festival or farmers market;
- r. Any street or sidewalk;
- s. Any other place where the public is invited to gather;
- t. Any public place where children could be exposed to second hand THC smoke;
- u. Any location covered by the Minnesota Clean Indoor Air Act, the Freedom to Breathe Act, or any amendments to the same

2. Penalty: A violation of this ordinance shall be a petty misdemeanor, punishable by a fine of \$290.

Upon motion made, duly seconded, and passed this _____ day of _____, 2023.

Keith Swenson, Mayor

ATTEST:

Lon Berberich, City Administrator



Application for Payment
(Unit Price Contract)
No. Two

Eng. Project No.: HENDE 171842

Location: Henderson, Minnesota

Contractor <u>Hjerpe Contracting, Inc.</u>	Contract Date <u>September 6, 2023</u>
<u>16246 Hwy 15 S</u>	
<u>Hutchinson, MN 55350</u>	Contract Amount <u>\$ 4,496,327.25</u>

Contract for 2023-2024 Street and Utility Improvements Project

Application Date <u>November 15, 2023</u>	For Period Ending <u>November 4, 2023</u>
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Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
BASE BID							
Street, Curb and Gutter, Drainage Pipe, Sidewalks							
2021.501	MOBILIZATION	LUMP SUM	1.0	0.25	0.25	\$45,000.00	\$11,250.00
2101.524	CLEARING (12"-28" DIAMETER)	TREE	20.0	19.0	20.0	\$400.00	\$8,000.00
2101.524	GRUBBING (12"-28" DIAMETER)	TREE	20.0	0.0	0.0	\$150.00	\$0.00
2104.503	REMOVE CURB AND GUTTER	LIN FT	225.0	0.0	0.0	\$3.25	\$0.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	535.0	0.0	0.0	\$2.00	\$0.00
2104.503	REMOVE RETAINING WALL	LIN FT	67.0	0.0	0.0	\$33.00	\$0.00
2104.518	REMOVE CONCRETE WALK	SQ FT	80.0	0.0	0.0	\$1.00	\$0.00
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	16,350.0	9,700.0	9,700.0	\$2.50	\$24,250.00
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	1,375.0	0.0	0.0	\$4.00	\$0.00
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	135.0	0.0	0.0	\$11.15	\$0.00
2105.504	GEOTEXTILE FABRIC, TYPE 5, (NON-WOVEN)	SQ YD	20,830.0	0.0	0.0	\$2.20	\$0.00
2106.507	EXCAVATION-COMMON (EV) (P)	CU YD	15,910.0	0.0	150.0	\$19.65	\$2,947.50
2106.507	EXCAVATION-SUBGRADE (EV)	CU YD	500.0	0.0	0.0	\$16.00	\$0.00
2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	6,950.0	0.0	0.0	\$26.25	\$0.00
2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	5,790.0	0.0	0.0	\$38.00	\$0.00
2118.509	AGG SURFACING, CLASS 5 (DRIVEWAYS, 100% CRUSHED LIMESTONE)	TON	80.0	0.0	0.0	\$30.00	\$0.00
2118.509	TEMPORARY AGGREGATE SURFACING	TON	400.0	30.0	245.0	\$10.00	\$2,450.00
2123.510	INVESTIGATIVE EXPLORATION	HOUR	20.0	7.0	11.0	\$200.00	\$2,200.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	20.0	0.0	0.0	\$119.00	\$0.00
2130.523	WATER (DUST CONTROL)	M GALLON	20.0	0.0	0.0	\$65.00	\$0.00
2302.502	DRILL AND GROUT REINFORCEMENT BARS	EACH	140.0	0.0	0.0	\$14.50	\$0.00
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	1,060.0	0.0	0.0	\$6.00	\$0.00
2360.504	TYPE SP 9.5 WEARING COURSE MIX (2,B)(SPWEA230B) (TRAIL &	SY	3,510.0	0.0	0.0	\$27.75	\$0.00
2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2,B) (SPNWB230B)	TON	2,260.0	0.0	0.0	\$84.00	\$0.00
2360.509	TYPE SP 9.5 WEAR COURSE MIX (3,C) (SPWEA340C)	TON	1,360.0	0.0	0.0	\$88.00	\$0.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2502.503	4" PERF PVC PIPE DRAIN W/GEOTEXTILE WRAP AND	LIN FT	11,200.0	0.0	0.0	\$11.85	\$0.00
2502.602	4" PVC PIPE DRAIN CLEANOUT	EACH	26.0	0.0	0.0	\$170.00	\$0.00
2502.602	CONNECT TO EXISTING PIPE	EACH	4.0	0.0	0.0	\$115.00	\$0.00
2506.502	CASTING ASSEMBLY SPECIAL	EACH	10.0	0.0	0.0	\$150.00	\$0.00
2521.518	4" CONCRETE WALK	SQ FT	3,890.0	0.0	0.0	\$6.45	\$0.00
2521.518	6" CONCRETE WALK	SQ FT	1,900.0	0.0	0.0	\$18.25	\$0.00
2531.503	CONCRETE CURB & GUTTER, DESIGN D418	LIN FT	9,090.0	0.0	0.0	\$19.40	\$0.00
2531.503	CONCRETE CURB & GUTTER, DESIGN B618	LIN FT	2,150.0	0.0	0.0	\$19.70	\$0.00
2531.504	7" CONCRETE DRIVEWAY PAVEMENT	SQ YD	860.0	0.0	0.0	\$90.25	\$0.00
2531.618	TRUNCATED DOMES	SQ FT	210.0	0.0	0.0	\$42.00	\$0.00
2563.601	TRAFFIC CONTROL	LUMP					
		SUM	1.0	0.25	0.25	\$8,000.00	\$2,000.00
2563.601	CONSTRUCTION AND EMERGENCY SERVICES ACCESS	LUMP					
		SUM	1.0	0.25	0.25	\$22,000.00	\$5,500.00
2563.601	WINTER STABILIZATION	LUMP					
		SUM	1.0	0.0	0.0	\$500.00	\$0.00
2564.518	SIGN PANELS TYPE C	SQ FT	230.0	0.0	0.0	\$60.00	\$0.00
2564.502	SALVAGE AND INSTALL SIGN TYPE SPECIAL (STREET PLAQUES)	EACH	13.0	0.0	0.0	\$440.00	\$0.00
2573.502	STABILIZED CONSTRUCTION ENTRANCE	EACH	8.0	0.0	0.0	\$250.00	\$0.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	68.0	3.0	3.0	\$120.00	\$360.00
2573.503	SILT FENCE, TYPE HI	LIN FT	1,025.0	23.0	23.0	\$2.50	\$57.50
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	50.0	0.0	0.0	\$3.15	\$0.00
2573.503	SEDIMENT CONTROL LOG TYPE ROCK	LIN FT	500.0	0.0	0.0	\$6.00	\$0.00
2574.507	BOULEVARD TOPSOIL BORROW (CV)	CU YD	880.0	0.0	0.0	\$29.00	\$0.00
2575.504	OVER-SEEDING	SQ YD	4,000.0	0.0	0.0	\$1.45	\$0.00
2575.504	WEED SPRAYING	SQ YD	8,200.0	0.0	0.0	\$0.25	\$0.00
2575.504	ROLLED EROSION PREVENTION CATEGORY 20 (NATURAL NETTING)	SQ YD	4,000.0	0.0	0.0	\$1.65	\$0.00
2575.504	ROLLED EROSION PREVENTION CATEGORY 45	SQ YD	500.0	0.0	0.0	\$2.60	\$0.00
2575.504	ROLLED EROSION PREVENTION CATEGORY 80A	SQ YD	40.0	0.0	0.0	\$106.00	\$0.00
2575.523	WATER (TURF RESTORATION)	M					
		GALLON	350.0	0.0	0.0	\$55.00	\$0.00
2575.604	TURF ESTABLISHMENT	SQ YD	10,000.0	0.0	0.0	\$0.90	\$0.00
2575.604	TURF ESTABLISHMENT	SQ YD	16,000.0	0.0	0.0	\$1.45	\$0.00
2582.503	6" SOLID LINE MULTI-COMPONENT (WHITE)(PARKING LOT)	LIN FT	634.0	0.0	0.0	\$4.00	\$0.00
2582.518	PAVEMENT MESSAGE MULTI- COMPONENT (WHITE) - HANDICAP	SQ FT	3.5	0.0	0.0	\$45.00	\$0.00
	Street, Curb and Gutter, Drainage Pipe, Sidewalks Subtotal						\$59,015.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
Storm Sewer							
2104.502	REMOVE DRAINAGE STRUCTURE	EACH	7.0	0.0	0.0	\$345.00	\$0.00
2104.503	REMOVE PIPE SEWER OR CULVERT (STORM) (ANY SIZE)	LIN FT	1,286.0	96.0	930.0	\$6.00	\$5,580.00
2106.601	BASIN GRADING #1	LUMP SUM	1.0	0.0	0.0	\$13,400.00	\$0.00
2106.601	BASIN GRADING #2	LUMP SUM	1.0	0.0	0.0	\$7,300.00	\$0.00
2106.601	BASIN GRADING #3	LUMP SUM	1.0	0.0	0.0	\$1,530.00	\$0.00
2106.601	BASIN GRADING #4	LUMP SUM	1.0	0.0	0.0	\$3,530.00	\$0.00
2106.601	BASIN GRADING #5	LUMP SUM	1.0	0.0	0.0	\$5,030.00	\$0.00
2501.502	15" PIPE APRON	EACH	4.0	0.0	0.0	\$900.00	\$0.00
2501.502	18" PIPE APRON	EACH	4.0	0.0	1.0	\$1,010.00	\$1,010.00
2501.502	22" SPAN RC PIPE ARCH SEWER APRON	EACH	3.0	0.0	0.0	\$2,285.00	\$0.00
2501.502	24" PIPE APRON	EACH	3.0	0.0	0.0	\$1,230.00	\$0.00
2501.502	54" RC PIPE APRON	EACH	2.0	2.0	2.0	\$7,100.00	\$14,200.00
2502.602	LAWN SUMP CATCH BASIN (TOTAL UNIT)	EACH	32.0	0.0	0.0	\$480.00	\$0.00
2503.503	15" PIPE SEWER	LIN FT	880.0	0.0	0.0	\$53.00	\$0.00
2503.503	18" PIPE SEWER	LIN FT	2,890.0	0.0	148.0	\$58.00	\$8,584.00
2503.503	24" PIPE SEWER	LIN FT	379.0	0.0	0.0	\$74.00	\$0.00
2503.503	22" SPAN RC PIPE ARCH SEWER CL IVA	LIN FT	99.0	0.0	0.0	\$110.00	\$0.00
2503.503	54" RC PIPE CULVERT CLASS III	LIN FT	100.0	100.0	100.0	\$400.00	\$40,000.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	222.8	0.0	4.6	\$550.00	\$2,530.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	24.0	0.0	9.3	\$885.00	\$8,230.50
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (SD-4024)	LIN FT	35.5	0.0	0.0	\$755.00	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (DESIGN G)	LIN FT	34.2	0.0	0.0	\$855.00	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (DESIGN H)	LIN FT	8.5	0.0	0.0	\$320.00	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (TYPE 477)	LIN FT	44.3	0.0	9.4	\$590.00	\$5,546.00
2506.502	CASTING ASSEMBLY (STORM)	EACH	81.0	0.0	0.0	\$725.00	\$0.00
2506.602	CONNECT TO EXISTING STORM SEWER	EACH	3.0	0.0	0.0	\$2,500.00	\$0.00
2506.602	CONNECT TO EXISTING STORM MANHOLE	EACH	2.0	0.0	0.0	\$3,200.00	\$0.00
2511.507	RANDOM RIPRAP CL III	CU YD	330.0	0.0	0.0	\$85.00	\$0.00
2573.502	W/GEOTEXTILE FILTER FABRIC, CULVERT END CONTROLS	EACH	16.0	0.0	0.0	\$103.00	\$0.00
Storm Sewer Subtotal							\$85,680.50
Shared Storm, Sanitary & Water Related Items							
2105.609	CRUSHED ROCK (PIPE FOUNDATION) MNDOT 3149.2G2	TON	350.0	12.0	48.0	\$0.01	\$0.48
2123.510	EXPLORATORY EXCAVATION	HOUR	20.0	0.0	0.0	\$200.00	\$0.00
Shared Storm, Sanitary & Water Related Items Subtotal							\$0.48

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
Sanitary Sewer							
2104.502	REMOVE MANHOLE (SANITARY)	EACH	8.0	0.0	4.0	\$350.00	\$1,400.00
2104.503	ABANDON 8" SANITARY MAIN	LIN FT	800.0	0.0	0.0	\$3.50	\$0.00
2503.602	CONNECT TO EXISTING SAN SEWER STRUCTURE OR PIPE	EACH	4.0	0.0	2.0	\$3,100.00	\$6,200.00
2503.602	CONNECT TO EXISTING SAN SEWER SERVICE	EACH	32.0	0.0	0.0	\$410.00	\$0.00
2503.602	8" X 4" PVC WYE	EACH	28.0	0.0	25.0	\$950.00	\$23,750.00
2503.602	4" PVC CLEANOUT (TWO-WAY)	EACH	38.0	0.0	10.0	\$365.00	\$3,650.00
2503.602	4" SADDLE WYE (PIPE BURST OR HDD PIPE LOCATIONS)	EACH	10.0	0.0	7.0	\$8,300.00	\$58,100.00
2503.602	TRACER WIRE BOX	EACH	38.0	0.0	0.0	\$80.00	\$0.00
2503.602	CONSTRUCT OUTSIDE DROP	EACH	1.0	0.0	0.0	\$7,200.00	\$0.00
2503.603	4" PVC SANITARY SEWER SERVICE PIPE	LIN FT	1,330.0	0.0	360.0	\$32.00	\$11,520.00
2503.603	8" PVC SDR 35 SANITARY SEWER (OPEN-CUT)(REGARDLESS OF	LIN FT	2,255.0	0.0	1,584.0	\$71.00	\$112,464.00
2503.603	10" HDPE SANITARY SEWER (HDD)	LIN FT	800.0	0.0	0.0	\$95.00	\$0.00
2503.603	10" HDPE SANITARY SEWER (PIPE BURST)	LIN FT	319.0	0.0	760.0	\$146.00	\$110,960.00
2503.603	8" DIP SANITARY SEWER	LIN FT	18.0	0.0	0.0	\$105.00	\$0.00
2506.502	CASTING ASSEMBLY (SANITARY WITH CONCEALED PICK HOLES)	EACH	11.0	0.0	0.0	\$1,160.00	\$0.00
2506.502	SANITARY CASTING SPECIAL	EACH	6.0	0.0	0.0	\$1,185.00	\$0.00
2506.602	EXTERNAL MANHOLE SEAL	EACH	17.0	0.0	0.0	\$175.00	\$0.00
2506.603	VIDEO INSPECTION MAINLINE (EXISTING)	LIN FT	2,200.0	0.0	3,100.0	\$2.20	\$6,820.00
2506.603	VIDEO INSPECTION MAINLINE (POST INSTALLATION)	LIN FT	2,620.0	0.0	0.0	\$1.65	\$0.00
2506.603	CONSTRUCT SANITARY MANHOLE DESIGN 4007	LIN FT	144.0	0.0	73.7	\$469.00	\$34,565.30
	Sanitary Sewer Subtotal						\$369,429.30
Water Main							
2104.502	REMOVE GATE VALVE	EACH	4.0	0.0	5.0	\$195.00	\$975.00
2104.502	REMOVE HYDRANT	EACH	1.0	0.0	1.0	\$735.00	\$735.00
2104.503	REMOVE OR ABANDON 4" WATERMAIN	LIN FT	4,420.0	0.0	502.0	\$1.50	\$753.00
2501.502	4" PRECAST CONCRETE	EACH	1.0	0.0	0.0	\$735.00	\$0.00
2504.601	TEMPORARY WATER SERVICE	LUMP SUM		0.5	0.50	\$14,000.00	\$7,000.00
2504.602	ADJUST VALVE BOX	EACH	16.0	0.0	0.0	\$300.00	\$0.00
2504.602	CONNECT TO EXISTING WATER MAIN (6", 8" & 10")	EACH	13.0	0.0	3.0	\$2,635.00	\$7,905.00
2504.602	CONNECT TO EXISTING PRV STRUCTURE	EACH	2.0	0.0	0.0	\$2,635.00	\$0.00
2504.602	HYDRANT SYSTEM	EACH	4.0	0.0	1.0	\$6,850.00	\$6,850.00
2504.602	LOWER WATER MAIN	EACH	1.0	0.0	0.0	\$6,300.00	\$0.00
2504.602	6" GATE VALVE & BOX	EACH	17.0	0.0	7.0	\$2,405.00	\$16,835.00
2504.602	6" WET TAP	EACH	1.0	0.0	1.0	\$12,600.00	\$12,600.00
2504.602	1" CORPORATION STOP WITH SADDLE	EACH	36.0	0.0	8.0	\$1,250.00	\$10,000.00
2504.602	2" CORPORATION STOP WITH SADDLE	EACH	2.0	0.0	0.0	\$1,850.00	\$0.00
2504.602	1" CURB STOP & BOX	EACH	36.0	0.0	9.0	\$750.00	\$6,750.00
2504.602	2" CURB STOP & BOX	EACH	2.0	0.0	0.0	\$1,220.00	\$0.00
2504.603	1" OR 2" SERVICE PIPE, TYPE COPPER PIPE W/TRACER WIRE	LIN FT	950.0	0.0	355.0	\$20.00	\$7,100.00
2504.603	4" PVC C900 WATER DRAIN PIPE (PRV DRAIN)	LIN FT	280.0	0.0	0.0	\$64.00	\$0.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2504.603	4" PVC SCHEDULE 40 WATER DRAIN PIPE (PRV DRAIN)	LIN FT	38.0	0.0	0.0	\$92.00	\$0.00
2504.603	6" DIP WATER MAIN	LIN FT	2,320.0	0.0	502.0	\$60.00	\$30,120.00
2504.603	6" HDPE WATER MAIN W/TRACER WIRE (HDD)	LIN FT	360.0	0.0	0.0	\$69.00	\$0.00
2504.608	WATER MAIN FITTINGS	POUND	1,150.0	0.0	225.0	\$12.50	\$2,812.50
	Water Main Subtotal						\$109,460.50
	TOTAL BASE BID						\$623,585.78
ALTERNATE NO. 1							
Street, Curb and Gutter, Drainage Pipe, Sidewalks							
2021.501	MOBILIZATION	LUMP SUM	1.0	0.0	0.0	\$7,000.00	\$0.00
2104.503	REMOVE CURB AND GUTTER	LIN FT	10.0	0.0	0.0	\$3.25	\$0.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	386.0	0.0	0.0	\$2.00	\$0.00
2104.518	REMOVE CONCRETE WALK	SQ FT	160.0	0.0	0.0	\$1.00	\$0.00
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD	3,500.0	0.0	0.0	\$2.50	\$0.00
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	1,375.0	0.0	0.0	\$4.00	\$0.00
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	30.0	0.0	0.0	\$11.00	\$0.00
2105.504	GEOTEXTILE FABRIC, TYPE 5, (NON-WOVEN)	SQ YD	4,590.0	0.0	0.0	\$2.20	\$0.00
2106.507	EXCAVATION-COMMON (EV) (P)	CU YD	2,810.0	0.0	0.0	\$20.00	\$0.00
2106.507	EXCAVATION-SUBGRADE (EV)	CU YD	140.0	0.0	0.0	\$16.00	\$0.00
2106.507	SELECT GRANULAR EMBANKMENT (CV) (P)	CU YD	1,530.0	0.0	0.0	\$26.25	\$0.00
2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	1,280.0	0.0	0.0	\$38.00	\$0.00
2118.509	AGG SURFACING, CLASS 5 (DRIVEWAYS, 100% CRUSHED)	TON	100.0	0.0	0.0	\$30.00	\$0.00
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	5.0	0.0	0.0	\$119.00	\$0.00
2130.523	WATER (DUST CONTROL)	M GALLON	5.0	0.0	0.0	\$65.00	\$0.00
2302.502	DRILL AND GROUT REINFORCEMENT BARS	EACH	20.0	0.0	0.0	\$14.50	\$0.00
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	250.0	0.0	0.0	\$6.00	\$0.00
2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (2,B) (SPNWB230B)	TON	530.0	0.0	0.0	\$84.00	\$0.00
2360.509	TYPE SP 9.5 WEAR COURSE MIX (3,C) (SPWEA340C)	TON	320.0	0.0	0.0	\$88.00	\$0.00
2502.503	4" PERF PVC PIPE DRAIN W/GEOTEXTILE WRAP AND	LIN FT	1,500.0	0.0	0.0	\$11.50	\$0.00
2502.602	4" PVC PIPE DRAIN CLEANOUT	EACH	2.0	0.0	0.0	\$220.00	\$0.00
2521.518	4" CONCRETE WALK	SQ FT	3,870.0	0.0	0.0	\$6.45	\$0.00
2521.518	6" CONCRETE WALK	SQ FT	170.0	0.0	0.0	\$18.65	\$0.00
2531.503	CONCRETE CURB & GUTTER, DESIGN D418	LIN FT	1,550.0	0.0	0.0	\$20.95	\$0.00
2531.503	CONCRETE CURB & GUTTER, DESIGN B618	LIN FT	635.0	0.0	0.0	\$20.30	\$0.00
2531.604	8" CONCRETE VALLEY GUTTER	SQ YD	11.0	0.0	0.0	\$108.00	\$0.00
2531.504	7" CONCRETE DRIVEWAY PAVEMENT	SQ YD	1,015.0	0.0	0.0	\$90.25	\$0.00
2531.504	8" COMMERCIAL DRIVEWAY PAVEMENT	SQ YD	122.0	0.0	0.0	\$105.00	\$0.00
2531.604	6" CONCRETE VALLEY GUTTER	SQ YD	10.0	0.0	0.0	\$79.00	\$0.00
2531.618	TRUNCATED DOMES	SQ FT	26.0	0.0	0.0	\$42.00	\$0.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2540.602	RESTORE WOODEN STAIRS	LUMP SUM	1.0	0.0	0.0	\$1,500.00	\$0.00
2563.601	TRAFFIC CONTROL	LUMP SUM	1.0	0.0	0.0	\$1,000.00	\$0.00
2564.518	SIGN PANELS TYPE C	SQ FT	21.3	0.0	0.0	\$60.00	\$0.00
2573.502	STABILIZED CONSTRUCTION ENTRANCE	EACH	2.0	0.0	0.0	\$250.00	\$0.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	4.0	0.0	0.0	\$120.00	\$0.00
2573.503	SILT FENCE, TYPE HI	LIN FT	550.0	0.0	0.0	\$3.00	\$0.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	20.0	0.0	0.0	\$3.25	\$0.00
2573.503	SEDIMENT CONTROL LOG TYPE ROCK	LIN FT	50.0	0.0	0.0	\$6.00	\$0.00
2574.507	BOULEVARD TOPSOIL BORROW (CV)	CU YD	20.0	0.0	0.0	\$33.00	\$0.00
2575.504	OVER-SEEDING	SQ YD	100.0	0.0	0.0	\$1.45	\$0.00
2575.504	WEED SPRAYING	SQ YD	100.0	0.0	0.0	\$0.25	\$0.00
2575.523	WATER (TURF RESTORATION)	M					
2575.604	TURF ESTABLISHMENT	GALLON	5.0	0.0	0.0	\$55.00	\$0.00
		SQ YD	205.0	0.0	0.0	\$1.50	\$0.00
	Street, Curb and Gutter, Drainage Pipe, Sidewalks Subtotal						\$0.00
Storm Sewer							
2104.502	REMOVE DRAINAGE STRUCTURE	EACH	1.0	0.0	0.0	\$345.00	\$0.00
2104.503	REMOVE PIPE SEWER OR CULVERT (STORM) (ANY SIZE)	LIN FT	80.0	0.0	0.0	\$6.00	\$0.00
2501.502	12" RC PIPE APRON	EACH	1.0	0.0	0.0	\$650.00	\$0.00
2502.602	LAWN SUMP CATCH BASIN (TOTAL UNIT)	EACH	9.0	0.0	0.0	\$480.00	\$0.00
2503.503	12" PIPE APRON	LIN FT	29.0	0.0	0.0	\$26.00	\$0.00
2503.503	LAWN SUMP CATCH BASIN (TOTAL UNIT)	LIN FT	484.0	0.0	0.0	\$40.00	\$0.00
2506.503	12" PIPE SEWER	LIN FT	9.4	0.0	0.0	\$620.00	\$0.00
2506.503	15" PIPE SEWER	LIN FT	9.3	0.0	0.0	\$800.00	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (DESIGN H)	LIN FT	3.5	0.0	0.0	\$450.00	\$0.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE SPECIAL (TYPE 477)	LIN FT	8.4	0.0	0.0	\$585.00	\$0.00
2506.502	CASTING ASSEMBLY (STORM)	EACH	6.0	0.0	0.0	\$625.00	\$0.00
2506.602	CONNECT TO EXISTING STORM MANHOLE	EACH	1.0	0.0	0.0	\$3,200.00	\$0.00
2573.502	CULVERT END CONTROLS	EACH	1.0	0.0	0.0	\$103.00	\$0.00
	Storm Sewer Subtotal						\$0.00
Shared Storm, Sanitary & Water Related Items							
2105.609	CRUSHED ROCK (PIPE FOUNDATION) MNDOT 3149.2G2	TON	100.0	0.0	0.0	\$0.01	\$0.00
2123.510	EXPLORATORY EXCAVATION	HOUR	2.0	0.0	0.0	\$320.00	\$0.00
	Shared Storm, Sanitary & Water Related Items Subtotal						\$0.00
Sanitary Sewer							
2104.502	REMOVE MANHOLE (SANITARY)	EACH	3.0	0.0	0.0	\$350.00	\$0.00
2503.602	CONNECT TO EXISTING SAN SEWER MAIN	EACH	3.0	0.0	0.0	\$3,100.00	\$0.00
2503.602	CONNECT TO EXISTING SAN SERVICE	EACH	9.0	0.0	0.0	\$410.00	\$0.00
2503.602	8" X 4" PVC WYE	EACH	9.0	0.0	0.0	\$945.00	\$0.00
2503.602	4" PVC CLEANOUT (TWO-WAY)	EACH	9.0	0.0	0.0	\$365.00	\$0.00
2503.602	TRACER WIRE BOX	EACH	9.0	0.0	0.0	\$80.00	\$0.00
2503.603	4" PVC SANITARY SEWER SERVICE PIPE	LIN FT	315.0	0.0	0.0	\$32.00	\$0.00
2503.603	8" SANITARY SEWER (REGARDLESS OF DEPTH)	LIN FT	763.0	0.0	0.0	\$72.00	\$0.00

Item No.	Item	Unit	Est. Quantity	Previous Quantity	Quantity to Date	Unit Price	Total Price
2506.502	CASTING ASSEMBLY (SANITARY WITH CONCEALED PICK HOLES)	EACH	3.0	0.0	0.0	\$1,185.00	\$0.00
2506.602	EXTERNAL MANHOLE SEAL	EACH	3.0	0.0	0.0	\$175.00	\$0.00
2506.603	VIDEO INSPECTION MAINLINE (EXISTING)	LIN FT	765.0	0.0	0.0	\$3.00	\$0.00
2506.603	VIDEO INSPECTION MAINLINE (POST INSTALLATION)	LIN FT	765.0	0.0	0.0	\$2.60	\$0.00
2506.603	CONSTRUCT SANITARY MANHOLE DESIGN 4007	LIN FT	39.9	0.0	0.0	\$470.00	\$0.00
	Sanitary Sewer Subtotal						\$0.00
Water Main							
2104.502	REMOVE GATE VALVE	EACH	1.0	0.0	0.0	\$195.00	\$0.00
2104.502	REMOVE HYDRANT	EACH	2.0	0.0	0.0	\$735.00	\$0.00
2104.503	REMOVE OR ABANDON WATER MAIN	LIN FT	1,024.0	0.0	0.0	\$2.00	\$0.00
2504.601	TEMPORARY WATER SERVICE	LUMP SUM	1.0	0.0	0.0	\$3,500.00	\$0.00
2504.602	CONNECT TO EXISTING WATER MAIN (6", 8")	EACH	3.0	0.0	0.0	\$2,600.00	\$0.00
2504.602	HYDRANT SYSTEM	EACH	2.0	0.0	0.0	\$6,850.00	\$0.00
2504.602	6" GATE VALVE & BOX	EACH	4.0	0.0	0.0	\$2,355.00	\$0.00
2504.602	1" CORPORATION STOP WITH SADDLE	EACH	9.0	0.0	0.0	\$1,300.00	\$0.00
2504.602	1" CURB STOP & BOX	EACH	9.0	0.0	0.0	\$670.00	\$0.00
2504.603	1" SERVICE PIPE, TYPE PE PIPE W/TRACER WIRE	LIN FT	330.0	0.0	0.0	\$12.00	\$0.00
2504.603	6" DIP WATER MAIN	LIN FT	1,024.0	0.0	0.0	\$61.00	\$0.00
2504.608	WATER MAIN FITTINGS	POUND	100.0	0.0	0.0	\$13.00	\$0.00
	Water Main Subtotal						\$0.00
	TOTAL ALTERNATE 1						\$0.00
Total Contract Amount							\$623,585.78

Application for Payment (continued)

Total Contract Amount	\$ <u>4,496,327.25</u>	Total Amount Earned	\$ <u>623,585.78</u>
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No. _____		Percent Complete	_____
Contract Change Order No. _____		Percent Complete	_____
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>623,585.78</u>
AFP No. 1: <u>108,768.94</u>	AFP No. 6: _____	LESS <u>5</u> % RETAINAGE	\$ <u>31,179.29</u>
AFP No. 2: _____	AFP No. 7: _____	AMOUNT DUE TO DATE	\$ <u>592,406.49</u>
AFP No. 3: _____	AFP No. 8: _____	LESS PREVIOUS APPLICATIONS	\$ <u>108,768.94</u>
AFP No. 4: _____	AFP No. 9: _____	AMOUNT DUE THIS APPLICATION	\$ <u>483,637.55</u>
AFP No. 5: _____			

CONTRACTOR'S AFFIDAVIT

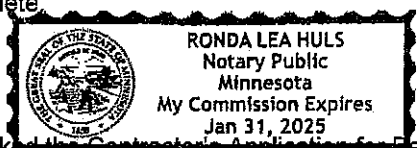
The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2023-2024 Street and Utility Improvements Project, Henderson, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date November 8, 2023 Hjerpe Contracting, Inc.

COUNTY OF McLeod)
 STATE OF Minnesota) SS By [Signature]
(Contractor)
(Name and Title)

Before me on this 8th day of November, 2023, personally appeared _____
Kirsi Hjerpe known to be, who being duly sworn did depose and say that he is the President (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires _____ Ronda Lea Huls
(Notary Public)



The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

Short Elliott Hendrickson Inc.

By Douglas J. Scott, PE (Lic. MN)
 Date November 15, 2023

[Signature]

Application for Payment (continued)

Total Contract Amount	\$ <u>4,496,327.25</u>	Total Amount Earned	\$ <u>2,368,339.50</u>
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No. _____		Percent Complete	_____
Contract Change Order No. _____		Percent Complete	_____
Less Previous Applications:		GROSS AMOUNT DUE	\$ <u>2,368,339.50</u>
AFP No. 1: <u>108,768.94</u>	AFP No. 6: _____	LESS <u>5</u> % RETAINAGE	\$ <u>118,416.98</u>
AFP No. 2: <u>483,637.55</u>	AFP No. 7: _____	AMOUNT DUE TO DATE	\$ <u>2,249,922.53</u>
AFP No. 3: _____	AFP No. 8: _____	LESS PREVIOUS APPLICATIONS	\$ <u>592,406.49</u>
AFP No. 4: _____	AFP No. 9: _____	AMOUNT DUE THIS APPLICATION	\$ <u>1,657,516.04</u>
AFP No. 5: _____			

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2023-2024 Street and Utility Improvements Project, Henderson, Minnesota, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date _____, 20____ Hjerpe Contracting, Inc.
(Contractor)

COUNTY OF _____)
STATE OF _____) SS By _____
(Name and Title)

Before me on this _____ day of _____, 20____, personally appeared _____ known to be, who being duly sworn did depose and say that he is the _____ (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires _____
(Notary Public)

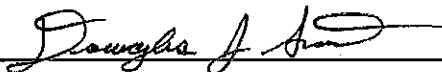
The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.

Short Elliott Hendrickson Inc.

By Douglas J. Scott, PE (Lic. MN)

Date November 15, 2023





Building a Better World
for All of Us[®]

CHANGE ORDER

City of Henderson
OWNER

11/10/23
DATE

OWNER'S PROJECT NO.

1
CHANGE ORDER NO.

Additional Pipe Bursting (Drilling Subtraction)

171842 71.50

PROJECT DESCRIPTION

SEH FILE NO.

The following changes shall be made to the contract documents:

Description:

Hjerpe's drilling subcontractor attempted to bore for the installation of the 10" sanitary sewer on 9th St S. These attempts were unsuccessful as a layer of large rocks prevented the bore from proceeding more than 50 feet. Hjerpe and SEH met on Tuesday (10/24) to discuss failed attempts. In order to keep progressing on the project, prevent closure of access to the Maple Ridge neighborhood, and to use the already fused pipe, led to the decision to abandon the drilling, and reconstruct the sanitary sewer using the pipe bursting method. Doing this prevents the extension of the sanitary sewer down to South St. Future connection will be provided at the last manhole south of Maple Ridge Blvd.

Purpose of Change Order:

Compensate the sub contractor. The change order includes deletions (\$117,254.85) and additions (118,110.00) for a net change in increase of \$455.15.

Basis of Cost: Actual Estimated

Attachments (list supporting documents)

A- CO#1 Itemization

B- Lesters Water Works Change Order 1

Contract Status

Original Contract

Time	Cost
	\$4,496,327.25

Net Change Prior C.O.'s N/A to N/A

	\$0.00
--	--------

Change this C.O.

	\$455.15
--	----------

Revised Contract

	\$4,496,782.40
--	----------------

Recommended for Approval: **Short Elliott Hendrickson Inc.** by Douglas J. Scott

Doug Scott, PE (Lic. MN)

Agreed to by Contractor:

Approved for Owner:

BY Hjerpe Contracting Inc.

BY City of Henderson

TITLE

TITLE

Distribution Contractor 2 Owner 1 Project Representative 1

SEH Office 1

x:\fh\hende\171842\7-const-svcs\71-mgm\150-chg-order\co #1\change order #1.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 11 Civic Center Plaza, Suite 200, Mankato, MN 56001-7710

507.388.1989 | 877.316.7638 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action-Equal Opportunity Employer

ATTACHMENT A
CHANGE ORDER NO. ONE
2023-2024 SUIP
HENDERSON, MINNESOTA
SHE NO. HENDE 171842
Tuesday, October 24, 2023

Item Number	Description	Unit	Qty.	Unit Price	Total Price
DELETIONS					
2503.602	4" PVC CLEANOUT (TWO-WAY)	EACH	1	\$ 365.00	\$ 365.00
2503.602	4" SADDLE WYE (PIPE BURST OR HDD PIPE LOCATIONS)	EACH	1	\$ 8,300.00	\$ 8,300.00
2503.603	8" PVC SDR 35 SANITARY SEWER (OPEN-CUT)(REGARDLESS	LIN FT	386	\$ 71.00	\$ 27,406.00
2503.603	10" HDPE SANITARY SEWER (HDD)	LIN FT	800	\$ 95.00	\$ 76,000.00
2506.502	CASTING ASSEMBLY (SANITARY WITH CONCEALED PICK HOLES)	EACH	1	\$ 1,160.00	\$ 1,160.00
2506.803	VIDEO INSPECTION MAINLINE (POST INSTALLATION)	LIN FT	449	\$ 1.65	\$ 740.85
2506.603	CONSTRUCT SANITARY MANHOLE DESIGN 4007	LIN FT	7	\$ 469.00	\$ 3,283.00
TOTAL DELETIONS					\$117,254.85
ADDITIONS					
2021.501	SUBCONTRACTOR MOBILIZATION AND HDD ATTEMPTS	LUMP SUM	1.0	\$ 6,500.00	\$ 6,500.00
2503.603	10" HDPE SANITARY SEWER (PIPE BURST)	LIN FT	760	\$ 146.00	\$ 110,960.00
	4" SANITARY CAP	EACH	1	\$ 250.00	\$ 250.00
TOTAL ADDITIONS					\$117,710.00
Total Change Order					\$ 455.15

Lesters Water Works

**PO Box 63
Rockville, MN 56369
320-193-9599 Office**

2023-4 Street and Utility Improvements Today's Date: October 24, 2023
Change Order 1 Job Location: Henderson MN

Home # _____
 Work # _____
 Fax # _____
 Mobile # _____

In accordance with your recent request, we are pleased to submit our estimated proposal to attempt to bore for the installation of sanitary sewer.
 Encountered extreme rock layer and could not keep pitch on bore.

Description	Unit of Measure	Qty	Unit Value	Total Value
Mobilization / Setup	LS	1	\$ 3,000.00	\$ 3,000.00
5 Directional Drilling attempts for the installing of 10" HDPE sanitary sev broken bit that requires machining, 6 hrs drilling/standby	LS	1	\$ 3,500.00	\$ 3,500.00

TOTAL \$ 6,500.00

All boring areas must be clearly staked and all private underground utilities marked prior to the start of the job.

We are not responsible for any consequential damages to property during the construction of the boring.
 contractor or home owner will be responsible for installing silt fence if needed.

If we are unable to complete the job due to conditions beyond our control, any boring will be invoiced along with mobilization and other fees incurred.

The undersigned agrees to pay all costs of collections, including, but not limited to collection agency fees, reasonable attorney fees, legal expenses and interest at 1.5% per month on outstanding balances.

**The above prices, specifications and conditions are satisfactory and are hereby accepted.
 You are authorized to do the work as specified.**

Authorized Signature: _____ Date: _____

Thank You!

Current and Follow-up Activities Status as of November 15, 2023

Levee & Disasters-2024 inspection in the spring

Allanson's/trails: improvements-sales tax details update-resolution and vote 2024, grants-see workshop

2024 audit/budget/financial-December, FMP-approve January/February; approve financial internal controls and investments

Things-budget, financial, personnel, invest, audit, state budget, AT grant, DNR grant, hire new person, EOM, EOQ, EOY, ehlers, files, admin & organize

Checklists which will follow through to CIP-pending-December-January 2024

Workshop-preliminary, Tuesday, December 5 6-8 PM-topics

Comprehensive Plan reference/update??

Topics

- 1.-Sibley County 6 Flood Control Project
2. GMR and other trails
3. Design Team Debrief
4. Henderson Feathers and Hummingbird Center
5. Hilltop Park/splash pad
6. Heritage Preservation
7. Minnesota River Center
8. CIP
9. Planning Commission
10. Economic Development Committee/Housing
11. City Role/Staffing/Funding

CITY OF HENDERSON

Wednesday, November 15, 2023

FROM: Personnel Committee (Keith Swenson, Amy Hardel)

RE ***2024 Salary Recommendations***

Bruce Gustafson (FT)-from \$30 per hour to \$31.20, full dental-Street & Park Superintendent

James Kroehler (PT)-from \$27.50 per hour to \$28.60-Water and Sewer Superintendent

Eric Karels-(PT) currently \$6200 per month to \$6400 plus full dental and pay 80% health as salary, Police Chief

FT police \$25 per hour and then \$5200 effective February 1, 2024 plus 80% health and full dental-Daniel Koski

Part Time Jake Schneider-\$30 per hour plus eligible for dental and health but has not elected to take. Adjust to salary in 2024-\$4000 per month

Timothy Pautsch (FT)-under contract-not enough members to be part of group; pay 80% health as salary and full dental-Administration/Enterprise

Lon Berberich-review in December with PERA termination information and new hire procedure review; City Administrator

Part time Street/Parks: \$21 per hour from \$20

Part time Police: \$27 per hour from \$25 effective 2/1/2024

All employees follow new PTO/ESST schedule effective 1/1/2024 provided

208.08 PERSONAL LEAVE WITH PAY.

(A) *Purpose.* Personal leave may be granted to employees when the employee is unable to perform work duties due to illness, disability, the necessity for medical, dental or chiropractic care, child birth or pregnancy, or exposure to contagious disease where such exposure may endanger the health of others with whom the employee would come in contact in the course of performing work duties; death in the family or for reasons deemed acceptable by the personnel office and does not have to meet the two-week criteria described below.

(B) *Amount allowed.*

(1) Every regular employee shall accrue personal leave with pay according to the following schedule; provided, however, that, probationary employees may not take personal leave with pay during their probationary period. A day for calculation purposes is assumed to be eight hours no matter what the regular work week schedule for normal departmental operation is set at:

Add:

up to 29 hours per pay period-1 hour per pay period

30 to up to 59 hours per pay period-2 hours

60 to up to 80 hours per pay period-3 hours

*New to
Comply with
ESST effective 1/1/2024*

(a) One year, or less, of employment: four hours/per pay period (12 days/year);

(b) Commencing with the second year through the fifth year of employment: five and one-half hours/per pay period (16.5 days/year);

(c) Commencing with the sixth year through the fifteenth year of employment: seven hours/per pay period (21 days); and

(d) Commencing with the sixteenth year of employment: seven and one-half hours/per pay period (22.5 days).

(2) Requests for personal leave in excess of two days must be made to the City Administrator two weeks in advance when practical. If conflicts arise, the leave will be granted according to seniority. However, it must be noted that the Department requirements for functioning take precedence.

(E) *Terminal leave.* Any employee leaving the city employment in good standing after giving proper notice of such termination of employment shall be compensated for personal leave accrued and unused to the date of separation based on employee's last regular pay rate.

(F) *Accrual during personal leave.* For the purpose of accumulating additional personal leave, an employee using earned personal leave is considered to be working.

2023 BANK RECONCILIATION REPORT/projected balance sheet

	January	February	March	April	May	June	July	August	September	October	November	Decemb
Beg. Bal.	\$ 568,090.90	\$ 146,028.68	\$ (335,773.63)	\$ (391,330.45)	\$ (446,097.55)	\$ (529,566.47)	\$ (257,938.74)	\$ (264,313.84)	\$ (355,477.00)	\$ (578,846.81)	\$ (719,743.04)	\$ (719,743.04)
Receipts	\$ 99,041.70	\$ 163,622.99	\$ 56,767.93	\$ 145,748.64	\$ 66,778.13	\$ 435,181.36	\$ 255,071.84	\$ 65,081.13	\$ 111,343.73	\$ 100,787.82		
Payments	\$ (521,010.59)	\$ (845,622.30)	\$ (112,324.75)	\$ (290,515.74)	\$ (148,904.18)	\$ (154,879.26)	\$ (285,895.87)	\$ (141,799.36)	\$ (334,712.43)	\$ (241,683.89)		
Payroll							\$ (1.53)					
return check							\$ (3,097.59)			\$ 3,097.59		
other net/adj		\$ 200.00			\$ (1,352.87)	\$ (1,352.87)	\$ 1,352.87					
JE/adjustments	\$ (93.33)	\$ (3.00)			\$ 10.00	\$ (3,998.98)	\$ 20,000.00	\$ (14,444.93)		\$ (1.11)		
Ending Bal	\$ 146,028.68	\$ (335,773.63)	\$ (391,330.45)	\$ (446,097.55)	\$ (529,566.47)	\$ (257,938.74)	\$ (264,313.84)	\$ (355,477.00)	\$ (578,846.81)	\$ (719,743.04)	\$ (719,743.04)	\$ (719,743.04)
Bank Bal.	\$ 203,594.14	\$ 39,206.47	\$ 25,397.37	\$ 36,445.76	\$ 5,219.89	\$ (24,937.69)	\$ 11,537.14	\$ 8,440.35	\$ 19,662.86	\$ 14,820.28		
Out. Rec'd/s	\$ (57,565.46)	\$ (374,980.10)	\$ (416,727.82)	\$ (598,543.31)	\$ (650,786.36)	\$ (290,001.05)	\$ (79,890.15)	\$ (27,064.14)	\$ (296,280.18)	\$ (265,233.14)		
Dep in transit				\$ 116,000.00	\$ 116,000.00	\$ 57,000.00	\$ (127,109.73)	\$ (336,853.21)	\$ (302,229.49)	\$ (469,330.18)		
JE 2							\$ (68,851.11)					
JE 2												
Recon. Bal.	\$ 146,028.68	\$ (335,773.63)	\$ (391,330.45)	\$ (446,097.55)	\$ (529,566.47)	\$ (257,938.74)	\$ (264,313.84)	\$ (355,477.00)	\$ (578,846.81)	\$ (719,743.04)	\$ (719,743.04)	\$ (719,743.04)

Review of EOM including cancelled checks, void checks, check sequencing, payees, vendors, JE's, receipts, balances, bank statements, invoices, monthly bills, etc.

Council Members Amy HardeI and Randall Tiegs:

	Date	Name/Initial
Jan		
Feb		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		

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Cash Balance Summary1

Fund	Begin	Receipts	Disbursements	JE	JE Payroll	Balance No Invest	T
10100 FIRST STATE BANK							
101 GENERAL FUN	\$195,072.41	\$462,623.06	\$574,276.09	\$38,364.23	(\$249,607.92)	(\$127,824.31)	0
205 COVIDCARES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
206 COVID-19	\$3,664.52	\$0.00	\$814.06	\$0.00	\$0.00	\$2,850.46	0
250 COMMUNITY	\$3,450.64	\$11,753.76	\$5,841.21	(\$125.00)	\$0.00	\$9,238.19	0
290 LIBRARY FUN	\$7,163.89	\$174,928.53	\$73,125.30	(\$38,844.23)	(\$33,834.40)	\$36,288.49	0
301 DEBT SERVIC	\$121,140.43	\$81,500.00	\$247,607.45	\$0.00	\$0.00	(\$44,967.02)	0
303 2003 DEBT SE	\$12,532.19	\$0.00	\$15,255.00	\$0.00	\$0.00	(\$2,722.81)	0
304 2005A GO BO	\$0.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.36	0
307 2011C TAX AB	\$24,557.50	\$21,000.00	\$45,231.25	\$0.00	\$0.00	\$326.25	0
308 2013A eq cert	\$6,580.73	\$1,750.00	\$0.00	\$0.00	\$0.00	\$8,330.73	0
309 2014 Bond	\$90.10	\$0.00	\$31,800.00	\$0.00	\$0.00	(\$31,709.90)	0
310 1998 DEBT SE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
311 2018EQUIPM	\$373.30	\$30,588.75	\$41,576.86	\$0.00	\$0.00	(\$10,614.81)	0
312 2018TAXABAT	\$28,860.25	\$13,500.00	\$30,285.64	\$0.00	\$0.00	\$12,074.61	0
313 2019A EQUIP	\$39.06	\$0.00	\$78,330.48	\$0.00	\$0.00	(\$78,291.42)	0
314 2020A water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
315 2024TaxAbate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
316 2023A REVEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
375 2002 GEN OB	\$13,182.25	\$21,500.00	\$55,935.00	\$0.00	\$0.00	(\$21,252.75)	0
379 GO Tax Incre	\$638.00	\$5,334.02	\$0.00	\$0.00	\$0.00	\$5,972.02	0
403 BENDERPARK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
409 MN AND 6TH	\$0.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.68	0
410 2018 EQUIPM	(\$0.36)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.36)	0
411 INFILTRAATI	\$99,796.44	\$0.00	\$2,240.00	\$0.00	\$0.00	\$97,556.44	0
412 2017-2022 W	\$44,113.45	\$0.00	\$311,404.54	\$311,404.54	\$0.00	\$44,113.45	0
413 TH 93 LEVEE	(\$3,144.36)	\$102,943.59	\$88,315.98	\$0.00	\$0.00	\$11,483.25	0
414 HEND TRAIL	(\$13,617.50)	\$0.00	\$0.00	\$0.00	\$0.00	(\$13,617.50)	0
415 2022-2024 wa	\$0.00	\$0.00	\$0.00	(\$311,404.54)	\$0.00	(\$311,404.54)	0
416 2022-2024 str	\$0.00	\$0.00	\$168,515.94	\$0.00	\$0.00	(\$168,515.94)	0
601 WATER UTILI	\$20,529.95	\$162,034.50	\$405,619.65	\$0.00	(\$12,473.35)	(\$235,528.55)	0
602 SEWER UTILI	(\$659,610.43)	\$179,800.07	\$285,367.30	\$205.00	(\$10,205.43)	(\$775,178.09)	0
604 PFABOND	\$642,086.79	\$208,196.83	\$1,120.68	\$0.00	\$0.00	\$849,162.94	0
605 ENVIRONMEN	\$20,591.79	\$22,074.46	\$18,578.05	\$400.00	\$0.00	\$24,488.20	0
	\$568,092.08	\$1,499,527.57	\$2,481,240.48	\$0.00	(\$306,121.10)	(\$719,741.93)	0

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 1.11 JE

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Cash Balance Summary1

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Fund	Begin	Receipts	Disbursements	JE	JE Payroll	Balance No Invest	T
10100 FIRST STATE BANK							
101 GENERAL FUN	\$195,072.41	\$462,698.06	\$601,442.45	\$38,364.23	(\$249,607.92)	(\$154,915.67)	0
205 COVIDCARES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
206 COVID-19	\$3,664.52	\$0.00	\$814.06	\$0.00	\$0.00	\$2,850.46	0
250 COMMUNITY	\$3,450.64	\$11,753.76	\$5,841.21	(\$125.00)	\$0.00	\$9,238.19	0
290 LIBRARY FUN	\$7,163.89	\$175,038.53	\$75,843.78	(\$38,844.23)	(\$33,834.40)	\$33,680.01	0
301 DEBT SERVIC	\$121,140.43	\$81,500.00	\$247,607.45	\$0.00	\$0.00	(\$44,967.02)	0
303 2003 DEBT SE	\$12,532.19	\$0.00	\$15,255.00	\$0.00	\$0.00	(\$2,722.81)	0
304 2005A GO BO	\$0.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.36	0
307 2011C TAX AB	\$24,557.50	\$21,000.00	\$45,231.25	\$0.00	\$0.00	\$326.25	0
308 2013A eq cert	\$6,580.73	\$1,750.00	\$0.00	\$0.00	\$0.00	\$8,330.73	0
309 2014 Bond	\$90.10	\$0.00	\$31,800.00	\$0.00	\$0.00	(\$31,709.90)	0
310 1998 DEBT SE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
311 2018EQUIPM	\$373.30	\$30,588.75	\$41,576.86	\$0.00	\$0.00	(\$10,614.81)	0
312 2018TAXABAT	\$28,860.25	\$13,500.00	\$30,285.64	\$0.00	\$0.00	\$12,074.61	0
313 2019A EQUIP	\$39.06	\$0.00	\$78,330.48	\$0.00	\$0.00	(\$78,291.42)	0
314 2020A water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
315 2024TaxAbate	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
316 2023A REVEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
375 2002 GEN OB	\$13,182.25	\$21,500.00	\$55,935.00	\$0.00	\$0.00	(\$21,252.75)	0
379 GO Tax Incre	\$638.00	\$5,334.02	\$0.00	\$0.00	\$0.00	\$5,972.02	0
403 BENDERPARK	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0
409 MN AND 6TH	\$0.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.68	0
410 2018 EQUIPM	(\$0.36)	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.36)	0
411 INFILTRAATI	\$99,796.44	\$0.00	\$2,240.00	\$0.00	\$0.00	\$97,556.44	0
412 2017-2022 W	\$44,113.45	\$0.00	\$311,404.54	\$311,404.54	\$0.00	\$44,113.45	0
413 TH 93 LEVEE	(\$3,144.36)	\$102,943.59	\$89,750.48	\$0.00	\$0.00	\$10,048.75	0
414 HEND TRAIL	(\$13,617.50)	\$0.00	\$0.00	\$0.00	\$0.00	(\$13,617.50)	0
415 2022-2024 wa	\$0.00	\$0.00	\$538,708.88	5,389,532.19	\$0.00	\$4,850,823.31	0
416 2022-2024 str	\$0.00	\$0.00	\$338,969.65	\$407,281.57	\$0.00	\$68,311.92	0
601 WATER UTILI	\$20,529.95	\$169,624.80	\$409,660.54	\$0.00	(\$12,473.35)	(\$231,979.14)	0
602 SEWER UTILI	(\$659,610.43)	\$188,469.96	\$294,521.35	\$205.00	(\$10,205.43)	(\$775,662.25)	0
604 PFABOND	\$642,086.79	\$218,592.38	\$1,271.96	\$0.00	\$0.00	\$859,407.21	0
605 ENVIRONMEN	\$20,591.79	\$23,105.10	\$18,683.95	\$400.00	\$0.00	\$25,412.94	0
	\$568,092.08	\$1,527,398.95	\$3,235,174.53	6,108,218.30	(\$306,121.10)	\$4,662,413.70	0

-HTB

- 500,000 4.75% CD

- 4,480,000 4.75 Sweep FSB

12, 413.70 only

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*Check Summary Register©

10100 Unposted

Name	Check Date	Check Amt
10100 FIRST STATE BANK		
Unposted	ADDICTIONS AND STRESS CLINI	11/15/2023 \$500.00
Unposted	BADGER METER INC.	11/15/2023 \$10.68
Unposted	BANYON DATA SYSTEMS	11/15/2023 \$590.00
Unposted	BRUCE GUSTOFSON	11/15/2023 \$45.00
Unposted	BUESGENS TRUCKING	11/15/2023 \$300.00
Unposted	C. BOEHNE CONSTRUCTION	11/15/2023 \$170,125.01
Unposted	CALIBRATIONS AND CONTROLS	11/15/2023 \$525.00
Unposted	CEMSTONE PRODUCTS COMPA	11/15/2023 \$233.09
Unposted	CHRISTIAN, KEOGH, MORAN & K	11/15/2023 \$1,579.71
Unposted	CITY OF GAYLORD	11/15/2023 \$200.00
Unposted	CITY OF LE SUEUR	11/15/2023 \$6,548.15
Unposted	DAKOTA SUPPLY GROUP	11/15/2023 \$3,910.13
Unposted	DELTA DENTAL	11/15/2023 \$115.26
Unposted	EARL F. ANDERSEN,	11/15/2023 \$739.18
Unposted	EXTREME MECHANICAL LLC	11/15/2023 \$700.00
Unposted	GOPHER STATE ONE CALL	11/15/2023 \$25.65
Unposted	HAWKINS INC.	11/15/2023 \$1,905.03
Unposted	HENDERSON INDEPENDENT	11/15/2023 \$44.00
Unposted	HENDERSON LAWN CARE	11/15/2023 \$1,615.00
Unposted	HENDERSON POST OFFICE	11/15/2023 \$270.00
Unposted	HERMAN'S LANDSCAPE SUPPLI	11/15/2023 \$840.00
Unposted	HIGH ISLAND CONTRACTING LL	11/15/2023 \$328.70
Unposted	JAMES BAUMANN	11/15/2023 \$1,969.48
Unposted	JENNIFER CUMMINS	11/15/2023 \$248.00
Unposted	JOHNNY ON THE SPOT	11/15/2023 \$248.00
Unposted	JOHNSON CONTROLS FIRE PRO	11/15/2023 \$1,368.08
Unposted	K & R GRAPHICS	11/15/2023 \$500.00
Unposted	KOHL'S SWEEPING SERVICE, IN	11/15/2023 \$2,960.00
Unposted	MANKATO CLINCI	11/15/2023 \$180.00
Unposted	METRONET	11/15/2023 \$604.17
Unposted	MICROSOFT OFFICE 365	11/15/2023 \$12.83
Unposted	MISS PRINT LLC	11/15/2023 \$127.50
Unposted	MN Valley Electric	11/15/2023 \$924.36
Unposted	NORTHWEST NATURAL GAS	11/15/2023 \$32.00
Unposted	QUILL CORPORATION	11/15/2023 \$36.49
Unposted	SEH	11/15/2023 \$52,195.70
Unposted	STREICHER'S	11/15/2023 \$123.96
Unposted	stripe	11/15/2023 \$33.44
Unposted	TOSHIBA AMERICA BUSINESS S	11/15/2023 \$34.74
Unposted	UC LABORATORY	11/15/2023 \$895.12
Unposted	VERIZON WIRELESS	11/15/2023 \$122.72
Unposted	WAGARS GROCERY	11/15/2023 \$54.00
Unposted	WEX BANK	11/15/2023 \$762.89
Unposted	WIESE HARDWARE STORE	11/15/2023 \$1,501.72
Unposted	XCEL ENERGY	11/15/2023 \$5,397.18
Total Checks		\$261,481.97

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Payments

Current Period: NOVEMBER 2023

Payments Batch 111523CityBills		\$261,481.97	
Refer	908 <u>QUILL.COM</u>	-	
Cash Payment	E 101-41400-200 OFFICE SUPPLIES	copy paper	\$36.49
	Invoice 35239088		
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total \$36.49
Refer	909 <u>METRO FIBERNET LLC</u>	-	
Cash Payment	E 101-41000-321 TELEPHONE	(507) 248-3234 City Office	\$37.54
	Invoice		
Cash Payment	E 101-42100-321 TELEPHONE	(507) 248-3591 Police Office	\$37.89
	Invoice		
Cash Payment	E 101-41000-321 TELEPHONE	(507) 248-3235 City Office Line 2	\$30.51
	Invoice		
Cash Payment	E 101-42100-321 TELEPHONE	(507) 248-3814 Fax	\$30.51
	Invoice		
Cash Payment	E 101-41000-321 TELEPHONE	(507) 214-0080 Elevator	\$27.65
	Invoice		
Cash Payment	E 101-41000-325 WIFI	Fiber/WiFi/Internet	\$440.07
	Invoice		
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total \$604.17
Refer	915 <u>BADGER METER INC.</u>	-	
Cash Payment	E 601-49400-300 PROFESSIONAL SERV	Cellular LTE forOct 2023	\$10.68
	Invoice 80140887		
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total \$10.68
Refer	917 <u>HAWKINS INC.</u>	-	
Cash Payment	E 601-49400-216 CHEMICAL & CH PROD	chemicals	\$1,885.03
	Invoice 6612137		
Cash Payment	E 601-49400-216 CHEMICAL & CH PROD	chemicals	\$20.00
	Invoice 6625074		
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total \$1,905.03
Refer	918 <u>UC LABORATORY</u>	-	
Cash Payment	E 602-49451-300 PROFESSIONAL SERV	water testing	\$895.12
	Invoice 117930		
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total \$895.12
Refer	919 <u>HENDERSON INDEPENDENT</u>	-	
Cash Payment	E 101-43100-352 GENERAL NOTICES &	street sweeping notice	\$44.00
	Invoice		
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total \$44.00
Refer	920 <u>MN VALLEY ELECTRIC</u>	-	
Cash Payment	E 101-43160-390 STREET LIGHTING	Security Lights	\$96.00
	Invoice		
Cash Payment	E 101-45213-381 ELECTRICITY	Bus Garage	\$89.69
	Invoice		
Cash Payment	E 101-45221-381 ELECTRICITY	Sliding Hill	\$15.00
	Invoice		
Cash Payment	E 602-49471-381 ELECTRICITY	29326 Henderson Station Rd	\$723.67
	Invoice		

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Payments

Current Period: NOVEMBER 2023

Transaction Date	11/14/2023	FIRST STATE BANK 10100	Total	\$924.36
Refer	926 CHRISTIAN KEOGH, MORAN & KIN			
Cash Payment	E 101-41610-304 LEGAL	civil		\$229.71
Invoice	2023-28			
Cash Payment	E 101-41600-304 LEGAL	criminal		\$1,350.00
Invoice	2023-29			
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$1,579.71
Refer	927 NORTHWEST NATURAL GAS			
Cash Payment	E 101-41940-370 HEATING	City Hall		\$8.00
Invoice				
Cash Payment	E 101-43110-370 HEATING	City Shop		\$8.00
Invoice				
Cash Payment	E 601-49401-370 HEATING	Water Tower		\$8.00
Invoice				
Cash Payment	E 101-41941-370 HEATING	Meeting		\$8.00
Invoice				
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$32.00
Refer	928 MICROSOFT OFFICE 365			
Cash Payment	E 101-41400-430 MISCELLANEOUS	Microsoft Office subscription		\$12.83
Invoice				
Transaction Date	11/16/2023	FIRST STATE BANK 10100	Total	\$12.83
Refer	929 VERIZON WIRELESS			
Cash Payment	E 101-42100-320 COMMUNICATION/TEL	(507) 473-5991 PD1		\$41.23
Invoice				
Cash Payment	E 101-42100-320 COMMUNICATION/TEL	(507) 479-0603 PD2		\$41.48
Invoice				
Cash Payment	E 101-42100-320 COMMUNICATION/TEL	(952) 378-5697 Eric Karels		\$40.01
Invoice				
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$122.72
Refer	930 TOSHIBA			
Cash Payment	E 101-41000-406 COPIER MAINTENANC	Monthly office copier maintenance charge		\$34.74
Invoice	6146816			
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$34.74
Refer	934 HENDERSON LAWN CARE			
Cash Payment	E 101-41940-319 CLEANING/CHARGES	Community Building Clean		\$200.00
Invoice				
Cash Payment	E 101-43126-327 LAWN MOWING	Roads & Bridges Mowing		\$135.00
Invoice				
Cash Payment	E 101-45210-327 LAWN MOWING	Allanson's Mowing		\$465.00
Invoice				
Cash Payment	E 101-45211-327 LAWN MOWING	Bender Park Mowing		\$95.00
Invoice				
Cash Payment	E 101-45213-327 LAWN MOWING	Hilltop Field Mowing		\$600.00
Invoice				
Cash Payment	E 101-41940-327 LAWN MOWING	Gen Gov Building Mowing		\$120.00
Invoice				
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$1,615.00

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Payments

Current Period: NOVEMBER 2023

Refer 935 BRUCE GUSTOFSON					
Cash Payment	E 101-43000-320	COMMUNICATION/TEL	telephone		\$45.00
Invoice					
Transaction Date	11/15/2023		FIRST STATE BANK 10100	Total	\$45.00
Refer 937 DELTA DENTAL					
Cash Payment	E 101-43000-130	PAID HEALTH INSURA	Public works dental		\$38.42
Invoice					
Cash Payment	E 101-41000-130	PAID HEALTH INSURA	city office dental		\$76.84
Invoice					
Transaction Date	11/17/2023		FIRST STATE BANK 10100	Total	\$115.26
Refer 938 XCEL ENERGY					
Cash Payment	E 101-45200-381	ELECTRICITY	Allanson's Park		\$358.50
Invoice					
Cash Payment	E 101-43110-381	ELECTRICITY	200 Market St -- Garage		\$193.38
Invoice					
Cash Payment	E 101-42501-381	ELECTRICITY	south pumping station		\$79.95
Invoice					
Cash Payment	E 601-49410-381	ELECTRICITY	well pump fort road		\$1,379.25
Invoice					
Cash Payment	E 601-49411-381	ELECTRICITY	pump house		\$108.26
Invoice					
Cash Payment	E 101-41940-381	ELECTRICITY	community hall		\$344.96
Invoice					
Cash Payment	E 101-45211-381	ELECTRICITY	Bender Park		\$57.88
Invoice					
Cash Payment	E 101-42502-381	ELECTRICITY	north pumping station		\$94.92
Invoice					
Cash Payment	E 601-49402-381	ELECTRICITY	booster station		\$257.31
Invoice					
Cash Payment	E 101-43144-381	ELECTRICITY	flag pole		\$37.02
Invoice					
Cash Payment	E 602-49470-381	ELECTRICITY	400 Oak St. -- lift station		\$256.51
Invoice					
Cash Payment	E 101-42503-381	ELECTRICITY	pump house		\$26.46
Invoice					
Cash Payment	E 101-43001-381	ELECTRICITY	124 N 2nd st		\$61.23
Invoice					
Cash Payment	E 101-43160-390	STREET LIGHTING	street lighting		\$2,141.55
Invoice					
Transaction Date	11/15/2023		FIRST STATE BANK 10100	Total	\$5,397.18
Refer 939 ONE CALL CONCEPTS, INC					
Cash Payment	E 601-49400-311	GOPHER ONE CALL	Gopher State One Call		\$12.82
Invoice 3100461					
Cash Payment	E 602-49450-311	GOPHER ONE CALL	Gopher State One Call		\$12.83
Invoice 3100461					
Transaction Date	11/15/2023		FIRST STATE BANK 10100	Total	\$25.65
Refer 940 CITY OF LE SUEUR					

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Payments

Current Period: NOVEMBER 2023

Cash Payment	E 602-49451-300	PROFESSIONAL SERV	September 2023 Wastewater Treatment		\$6,548.15
Invoice	INV02466				
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$6,548.15
Refer	941	WAGARS GROCERY			
Cash Payment	E 101-43153-212	UNLEADED GASOLINE	1-ton fuel		\$54.00
Invoice					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$54.00
Refer	942	JENNIFER CUMMINS			
Cash Payment	E 101-42100-300	PROFESSIONAL SERV	8 hours for October 2023 NIBRS Entry		\$248.00
Invoice					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$248.00
Refer	943	JOHNNY ON THE SPOT			
Cash Payment	E 101-45213-300	PROFESSIONAL SERV	Portable toilet rental hilltop		\$124.00
Invoice	5891				
Cash Payment	E 101-45221-300	PROFESSIONAL SERV	Portable toilet rental sliding hill		\$124.00
Invoice	5891				
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$248.00
Refer	944	WIESE HARDWARE STORE			
Cash Payment	E 101-43110-220	REPAIR & MAINTENAN	shop		\$163.55
Invoice					
Cash Payment	E 101-41940-220	REPAIR & MAINTENAN	buildings		\$100.96
Invoice					
Cash Payment	E 601-49400-220	REPAIR & MAINTENAN	water		\$15.49
Invoice					
Cash Payment	E 101-43100-220	REPAIR & MAINTENAN	streets		\$786.21
Invoice					
Cash Payment	E 101-42100-220	REPAIR & MAINTENAN	police		\$129.99
Invoice					
Cash Payment	E 101-43153-220	REPAIR & MAINTENAN	1-ton supplies		\$3.69
Invoice					
Cash Payment	E 101-45210-220	REPAIR & MAINTENAN	Allanson's supplies		\$44.32
Invoice					
Cash Payment	E 101-45213-220	REPAIR & MAINTENAN	compost		\$12.67
Invoice					
Cash Payment	E 101-42100-430	MISCELLANEOUS	PD 9mm ammo		\$212.50
Invoice					
Cash Payment	E 101-45211-220	REPAIR & MAINTENAN	Bender Park		\$32.34
Invoice					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$1,501.72
Refer	945	HENDERSON POST OFFICE			
Cash Payment	E 601-49400-322	POSTAGE	postcard stamps x 200		\$102.00
Invoice					
Cash Payment	E 602-49450-322	POSTAGE	postcard stamps x 200		\$102.00
Invoice					
Cash Payment	E 101-41400-322	POSTAGE	letter stamps x 100		\$66.00
Invoice					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$270.00

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Payments

Current Period: NOVEMBER 2023

Refer	946	JAMES BAUMANN	-		
Cash Payment	E 101-42400-300	PROFESSIONAL SERV	Inspections to 11/15/2023		\$1,969.48
Invoice					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$1,969.48
Refer	947	stripe	-		
Cash Payment	E 101-45210-300	PROFESSIONAL SERV	reimbursement		\$33.44
Invoice					
Transaction Date	10/19/2023	FIRST STATE BANK	10100	Total	\$33.44
Refer	961	DAKOTA SUPPLY GROUP	-		
Cash Payment	E 415-49406-500	CAPITAL OUTLAY - ST	PRV x 10		\$3,910.13
Invoice	S103182603.001				
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$3,910.13
Refer	962	ADDICTIONS AND STRESS CLINIC	-		
Cash Payment	E 101-42100-430	MISCELLANEOUS	Police Eval. Koski		\$500.00
Invoice	13287				
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$500.00
Refer	963	MANKATO CLINIC	-		
Cash Payment	E 101-42100-430	MISCELLANEOUS	pre-employment exam, Koski		\$180.00
Invoice	219630				
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$180.00
Refer	964	MISS PRINT LLC	-		
Cash Payment	E 101-42110-204	LETTER HEADS	PD Envelopes x 500		\$127.50
Invoice	205				
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$127.50
Refer	965	SEH	-		
Cash Payment	E 413-42520-303	ENGINEERING	Invoice 23 TH 93 Levee		\$1,434.50
Invoice	454234				
Cash Payment	E 415-49406-303	ENGINEERING	2024 Street & Utility engineering		\$50,761.20
Invoice	456539				
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$52,195.70
Refer	966	WEX BANK	-		
Cash Payment	E 101-42152-212	UNLEADED GASOLINE	police fuel		\$496.14
Invoice	92602325				
Cash Payment	E 101-43153-212	UNLEADED GASOLINE	1-ton fuel		\$189.95
Invoice	92602325				
Cash Payment	E 101-43101-212	UNLEADED GASOLINE	loader fuel		\$76.80
Invoice	92602325				
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$762.89
Refer	969	BANYON DATA SYSTEMS	-		
Cash Payment	E 601-49400-309	COMPUTER SUPPORT	UB meter device & PSN support		\$242.05
Invoice	00164538				
Cash Payment	E 602-49490-309	COMPUTER SUPPORT	UB meter device & PSN support		\$90.77
Invoice	00164538				
Cash Payment	E 604-00000-309	COMPUTER SUPPORT	UB meter device & PSN support		\$151.28
Invoice	00164538				

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Payments

Current Period: NOVEMBER 2023

Cash Payment	E 605-00000-309	COMPUTER SUPPORT	UB meter device & PSN support		\$105.90
Invoice 00164538					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$590.00
Refer	970	<i>EXTREME MECHANICAL LLC</i>			
Cash Payment	E 415-49406-500	CAPITAL OUTLAY - ST	Instal PRV x 2		\$400.00
Invoice 155326					
Cash Payment	E 101-41940-300	PROFESSIONAL SERV	fall furnace tune up and filters		\$300.00
Invoice 155330					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$700.00
Refer	971	<i>BUESGENS TRUCKING</i>			
Cash Payment	E 101-45200-430	MISCELLANEOUS	haul 2 loads woodchips, hall playground		\$300.00
Invoice					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$300.00
Refer	972	<i>CITY OF GAYLORD</i>			
Cash Payment	E 101-42100-240	SMALL TOOLS & EQUI	6 taser cartridges		\$200.00
Invoice					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$200.00
Refer	973	<i>HERMAN S LANDSCAPE SUPPLIE</i>			
Cash Payment	E 101-45200-403	REPAIRS/IMPROVEME	woodchips, hall playground		\$420.00
Invoice 59650					
Cash Payment	E 101-45200-403	REPAIRS/IMPROVEME	woodchips, hall playground		\$420.00
Invoice 59655					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$840.00
Refer	974	<i>CALIBRATIONS AND CONTROLS, I</i>			
Cash Payment	E 602-49450-300	PROFESSIONAL SERV	verification lift station flow meter		\$525.00
Invoice 23822					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$525.00
Refer	980	<i>STREICHER S</i>			
Cash Payment	E 101-42100-218	CLOTHING	Koski PD clothing		\$32.98
Invoice I1661489					
Cash Payment	E 101-42100-218	CLOTHING	Koski PD uniform accessories		\$90.98
Invoice I1661926					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$123.96
Refer	984	<i>EARL F. ANDERSEN, INC.</i>			
Cash Payment	E 101-43100-430	MISCELLANEOUS	street signs		\$739.18
Invoice 0134588-IN					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$739.18
Refer	989	<i>HIGH ISLAND CONTRACTING LLC</i>			
Cash Payment	E 416-49407-400	REPAIRS & MAINTENA	sand, class 5		\$328.70
Invoice 1582					
Transaction Date	11/15/2023	FIRST STATE BANK	10100	Total	\$328.70
Refer	990	<i>JOHNSON CONTROLS FIRE PROT</i>			
Cash Payment	E 101-41940-300	PROFESSIONAL SERV	building alarm service call		\$916.12
Invoice 51371121					
Cash Payment	E 101-41940-220	REPAIR & MAINTENAN	2x18AH Batteries		\$451.96
Invoice 51371121					

Payments

Current Period: NOVEMBER 2023

Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$1,368.08
Refer	991 K & R GRAPHICS	-		
Cash Payment	E 101-45211-300 PROFESSIONAL SERV	score board wrap		\$500.00
	Invoice 13070			
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$500.00
Refer	992 KOHLS SWEEPING SERVICE, INC.	-		
Cash Payment	E 101-43100-408 STREET SWEEPING	November 2023 street sweeping		\$2,960.00
	Invoice 2546			
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$2,960.00
Refer	993 CEMSTONE PRODUCTS COMPAN	-		
Cash Payment	E 101-43100-210 OPERATING SUPPLIE	sand		\$233.09
	Invoice 7314464			
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$233.09
Refer	994 C. BOEHNE CONSTRUCTION	-		
Cash Payment	E 416-49407-400 REPAIRS & MAINTENA	Locust/Walnut/Cedar street project		\$170,125.01
	Invoice 1443			
Transaction Date	11/15/2023	FIRST STATE BANK 10100	Total	\$170,125.01

Fund Summary

	10100 FIRST STATE BANK	
101 GENERAL FUND		\$21,070.31
413 TH 93 LEVEE		\$1,434.50
415 2022-2024 water improvement		\$55,071.33
416 2022-2024 street improvement		\$170,453.71
601 WATER UTILITY FUND		\$4,040.89
602 SEWER UTILITY FUND		\$9,154.05
604 PFABOND		\$151.28
605 ENVIRONMENTAL		\$105.90
		<u>\$261,481.97</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$261,481.97
Total	<u>\$261,481.97</u>

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Payments

Current Period: NOVEMBER 2023

Payment Batch 110923PAYHjerpeAFP2 \$483,637.55

Refer 982 HJERPE CONTRACTING, INC. Ck# 056696 11/9/2023

Cash Payment E 415-49406-500 CAPITAL OUTLAY - ST 23-24 street & utility project AFP #2 \$483,637.55

Invoice

Transaction Date 11/9/2023 FIRST STATE BANK 10100 **Total** \$483,637.55

Fund Summary

	10100 FIRST STATE BANK	
415 2022-2024 water improvement		\$483,637.55
		<hr/>
		\$483,637.55

Pre-Written Checks	\$483,637.55
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$483,637.55

**CONTRACT FOR PROFESSIONAL SERVICES
BY AND BETWEEN THE CITY OF HENDERSON, TIM NYTES, AND THE
SOUTHWEST MINNESOTA HOUSING PARTNERSHIP**

THIS CONTRACT for Development Services is entered into on this ____ day of _____, 2023, amongst and between the City of Henderson (hereinafter the "City"), Tim Nytes (hereinafter the "Developer"), and the Southwest Minnesota Housing Partnership (hereinafter the "SWMHP"). In consideration of the mutual covenants and agreements contained herein, the City, the Developer, and the SWMHP agree as follows:

WHEREAS, the SWMHP will provide certain professional services to the City and the Developer, and

WHEREAS, the SWMHP is willing to provide these professional services for the City and the Developer in accordance with the provisions of this agreement; and,

NOW, THEREFORE, the parties do hereby mutually agree in consideration of the mutual covenants contained herein as follows:

The SWMHP agrees to provide the following services, at the request of the City and the Developer:

- A. **Grant Writing and Applicant Preparation** – The SWMHP will prepare and submit a grant application on behalf of the City and the Developer for use in seeking financial assistance from the Minnesota Housing Finance Agency under the Workforce Housing Grant Program. Preparation services may also include an in-person community stakeholder and employer meeting.
 - B. **Initial Concept Design Services** – The SWMHP will review the Developer's existing architectural plans and check for compliance with MHFA design standards.
1. Payment For Services. The City and the Developer hereby agree to pay the SWMHP in the following manner:
- A. **Grant Writing and Applicant Preparation** – The City and the Developer hereby agree to pay the SWMHP a rate of \$95.00 per hour, combined with Initial Concept Design Services not to exceed the total contract limit of \$8,500.
 - B. **Initial Concept Design Services** – The City and the Developer hereby agree to pay the SWMHP a rate of \$95.00 per hour, combined with Grant Writing and Applicant Preparation not to exceed the total contract limit of \$8,500.
 - C. **Reimbursable Expenses** – Reimbursable expenses not included in the \$8,500 not to exceed limit are mileage at the current Federal Rate, postage, printing, and light refreshments for engagement events.

The SWMHP will invoice the City and the Developer on a monthly basis. The City agrees to pay the first \$5,000 and the Developer agrees to pay any remaining charges up to \$8,500 plus reimbursable expenses.

2. Covenants and Representations by the City and the Developer. The City and the Developer covenants and represents that the execution and delivery of this Agreement and the

consummation of the transactions contemplated hereby, and the fulfillment of the terms and conditions of this Agreement, do not and will not conflict with or result in a breach of any of the term or conditions of any restrictions contained in any agreement or any instrument to which the City and the Developer are now parties or by which they are bound.

3. Covenants and Representation of the SWMHP. The SWMHP covenants and represents that it is a non-profit corporation, duly organized and existing under the laws of the State of Minnesota and is duly authorized to conduct its activities in the State of Minnesota, has the power to enter into this Agreement, and has by proper action authorized the execution and delivery of this Agreement. The SWMHP further covenants and represents that the execution and delivery of this Agreement and the consummation of the transactions contemplated hereby, and the fulfillment of the terms and conditions hereby do not and will not conflict with or result in the breach of any of the terms or conditions of any restriction contained in any agreement or instrument to which the SWMHP is now a party or by which it is bound or, and do not and will not constitute a default under any of the foregoing.
4. Termination. **This Agreement shall remain in effect for three years from the date hereof.** This Agreement may be terminated with or without cause by either party upon thirty (30) days prior written notice to the other party. In the event that Minnesota Housing does not announce funding availability for the Workforce Housing Grant Program for the 2023/2024 application round this contract will be void. In the event that a petition in bankruptcy is filed by or against either the SWMHP, or in the event that either shall make an assignment for the benefit of creditors to take advantage of any insolvency act, either party hereto may immediately terminate this Agreement without notice, but prompt advice of such action shall be given to the other party. In the event of a termination the SWMHP shall receive compensation for services provided prior to the date of such termination.
5. Governing Law. This Agreement shall be construed and interpreted in accordance with the laws of the State of Minnesota.
6. Notices. All notices, certificates or other communications hereunder shall be sufficiently given and shall be deemed given when mailed by first class mail, postage prepaid, with proper addresses and indicated below. Any party may, by written notice given to the other party designate any address or addresses to which notices, certificates or other communications to them should be sent when required as contemplated by this Agreement. Until otherwise provided by the respective parties, all notices, certificates, and communications to each of them shall be addressed as follows:

City of Henderson:

City of Henderson
Attn: Timothy Pautsch
600 Main St., P.O. Box 433
Henderson, MN 56044
Email: chenderson165@mchsi.com

Tim Nytes:

Tim Nytes
Attn: Tim Nytes
32855 Fort Road

Henderson, MN 56044
Email: fortroadstone@yahoo.com

SWMHP:

Southwest Minnesota Housing Partnership
Attn: Chief Executive Officer
2401 Broadway Ave
Slayton, MN 56172

7. Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.
8. Captions. The captions or headings of this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of any provisions hereof.
9. Binding Effect. This Agreement shall inure to the benefit and shall be binding upon the City, the Developer, and the SWMHP and their respective successors and assigns until this Agreement is terminated.
10. Amendment or Waiver of this Agreement. This Agreement and every part hereof may not be waived or amended except by a writing executed by the City, the Developer, and the SWMHP.
11. Assignments. This Agreement shall inure to the benefit of and constitute a binding obligation upon the City, the Developer, and the SWMHP, and their respective successors and assigns, provided that neither party assign this Agreement or any of its duties hereunder without the prior written consent of the other party.
12. Conflict of Interest. The SWMHP will identify, disclose and remove itself from any inspection or consulting activities pertaining to properties owned, managed or controlled by the SWMHP or its affiliate companies or organizations. The City and the Developer will be solely responsible for ensuring that qualified services are available, in a timely manner, to those identified properties.
13. Independent Contractor. For the purposes of this Contract, the SWMHP shall be deemed an independent contractor and not an employee of the City or the Developer and all employees of the SWMHP or other persons while engaged in the performance of any work or services required by the SWMHP under this Contract, shall not be considered employees of the City or the Developer.
14. Liability. It is agreed that the City and the Developer shall defend and save the SWMHP harmless from any claims, demands, actions, or causes of action, damages, costs (including attorneys' fees) arising out of any act or omission on the part of the City and the Developer, its agents, servants or employees in performance of, or with relation to any of the work or services provided or furnished by the SWMHP under the terms of this Contract.

IN WITNESS WHEREOF, the parties hereunto have executed this Proposal for Development Services the day and year first above written.

**SOUTHWEST MINNESOTA
HOUSING PARTNERSHIP**

CITY OF HENDERSON

By: _____

By: _____

Its: Chief Executive Officer

Its: Mayor

Tim Nytes

By: _____

Its: Developer

DRAFT



Minnesota Department of Public Safety
 Alcohol & Gambling Enforcement Division
 445 Minnesota Street, 1600
 St Paul, Minnesota 55101
 651-201-7507

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approve or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code: OFSL License Period Ending: 12/31/2023 Iden: 73501

Issuing Authority: Henderson

Licensee Name: Henderson Wine and Spirits LLC

Trade Name: Henderson Wine & Spirits

Address: 503 Main St
 Henderson, MN 56044

Business Phone: 651-675-7538

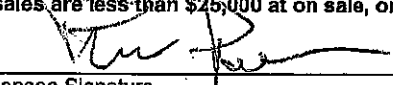


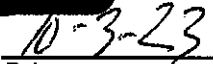
License Fees: Off Sale: \$100.00 On Sale: \$0.00 Sunday: \$0.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period. Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued.

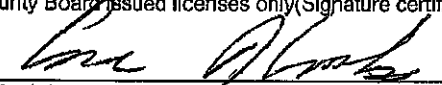
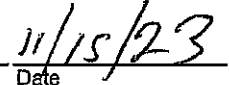
Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$310,000 surety bond may be submitted in lieu of liquor liability. (3.2 liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

 Licensee Signature _____ DOB _____ SSN _____ Date _____
 (Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/Auditor Signature _____ Date _____
 (Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
 County Board issued licenses only (Signature certifies licensee is eligible for license).

 Police/Sheriff Signature _____ Date _____
 Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.



Minnesota Department of Public Safety
 Alcohol & Gambling Enforcement Division
 445 Minnesota Street, 1600
 St Paul, Minnesota 55101
 651-201-7507

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approve or released until the \$20 Retailer ID Card fees is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

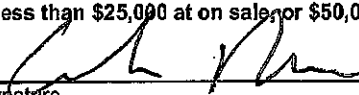
License Code: CMBS License Period Ending: 12/31/2023 Iden: 7225
 Issuing Authority: Henderson
 Licensee Name: Neisen's Bar of Henderson Inc.
 Trade Name: Neisen's Bar
 Address: 523 Main St
 Henderson, MN 56044
 Business Phone: 5072483203
 License Fees: Off Sale: \$100.00 On Sale: \$2,000.00 Sunday: \$200.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

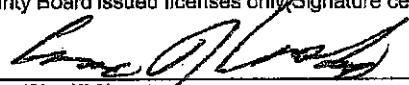
1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period. Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$310,000 surety bond may be submitted in lieu of liquor liability. (3.2 liquor licenses are exempt if sales are less than \$25,000 at on sale or \$50,000 at off sale).

Licensee Signature  [Redacted] 10-15-23
 (Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/Auditor Signature _____ Date _____
 (Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
 County Board issued licenses only (Signature certifies licensee is eligible for license).

 11/15/23
 Police/Sheriff Signature _____ Date _____
 Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.

Henderson City Council Meetings November 15, 2023

Wednesday, November 29, 2023	Payroll	TBA
Friday, December 1, 2023	Utility Meeting	TBA
Thursday, December 14, 2023	Payroll	TBA
Wednesday, December 20, 2023	Regular City Council Meeting	7:00 PM
Thursday, December 28, 2023	Payroll	TBA

Posting pursuant to Minn Stat. 475.705 subd. 1 of the Open Meeting Law.

Timothy Pautsch
City Clerk