

CITY OF EAGLE LAKE
JUNE 3, 2024
CITY COUNCIL MEETING AGENDA
705 Parkway Avenue
6:00 P.M.

Regularly scheduled City Council meetings are held the first Monday of every month at 6 p.m. All meetings are open to the public. If you wish to address the City Council in person, please contact City Hall at 507-257-3218 or email krausch@eaglelakemn.com or jbromeland@eaglelakemn.com. Written comments or questions for the City Council can be submitted via USPS, email, or dropped off at City Hall. City Council meetings are now live streamed to the City of Eagle Lake’s official YouTube Channel. To view meetings, please visit the City of Eagle Lake website at <https://www.eaglelakemn.com> and click on the “City of Eagle Lake MN City Council Meetings” icon on the home page of the website.

The City Council is provided with background information for agenda items in advance by staff, committees, and boards. Many decisions regarding agenda items are based upon this information, as well as: city policy and practices, input from constituents and a Council Members personal judgment. If you have any comments, questions or information that has not yet been presented or discussed regarding an agenda item, please ask to be recognized by the mayor during the “Open Public Comments” section on the agenda. Please state your name and address for the record. All comments are appreciated.

CALL TO ORDER

ROLL CALL

OPEN PUBLIC COMMENTS

Persons may take one opportunity to address the council for **three minutes** on a topic not on the agenda. Persons commenting on consent agenda may use this opportunity to speak. There will be no discussion or action taken at that time. This is merely to inform the City Council of your issue(s) or concern(s) and for City staff to do further research.

APPROVAL OF THE AGENDA

APPROVAL OF MEETING MINUTES

- City Council Meeting Minutes of April 1, 2024 and May 6, 2024 Pg. 3

CONSENT AGENDA

1. Monthly Bills	Pg. 16	2. Treasurer’s Report	
3. Public Works Report	Pg. 58	4. Fire Report	Pg. 59
5. BECSO Report	Pg.	6. Gambling Report	Pg. 63
7. Building and Zoning Permits	Pg. 65	8. Board and Commission Minutes	Pg. 66
9. Res. 2024-23 Accept Donation for Basketball Hoop	Pg. 71	10. Tator Days Contiguous Area Permits-Eagle’s Nest & Legion	Pg. 72
11. Res. 2024-24 Appoint Election Judges	Pg. 76	12. Res. 2024-25 Accept Summer Sounds Donation	Pg. 77
13. Res. 2024-26 Resignation Horkey Park Board	Pg. 78	14. Res. 2024-27 Accept Donation of Eagle Sculpture	Pg. 79

If you have any questions, please feel free to contact City Hall at 507.257.3218 or email at jbromeland@eaglelakemn.com.

15. Retroactively Approve Pg. 80
Acceptance of DNR Grant

PRESENTATIONS/SCHEDULED GUESTS

1. Brian Sarff with Bolton and Menk: Survey Work for WTP Project Pg. 93
2. Annette Larson and/or Mark Griffith with Toward Zero Deaths (TZD): Safe and Sober Ride Pg. 95
Home Program for Tator Days
3. Nathan Hyde with Climate Impact Corps: Community Forestry Member Presentation Pg.96

NEW BUSINESS

1. Petition for Detachment Received for Parcel ID R121007200001 Pg.138
2. Pricing for Replacement of Fire Department for AC Pg.157
3. Replacement of Basketball Hoops at Lake Eagle Park Pg.160
4. Review City Code Related to Golf Carts and Registration Pg.165
5. Annual Review of Emergency Management Response Plan Pg.173
6. Approval of Required Safety Policy for City Departments Pg.198
7. Display of New Minnesota State Flag at City Facilities Pg.207
8. Fee Schedule for New Pavilion Pg.209
9. Planning Grant Agreement for Stormwater, Wastewater, and Community Resilience Pg.210
10. Site Agreement for 2024-2025 Climate Impact AmeriCorps Member Pg.227

CITY ADMINISTRATOR REPORT

Pg.239

1. Boulevard Trees
2. YTD Revenue and Expenditure Report
3. Annual LMC Conference
4. Automatic Locking Doors and Surveillance Camera Project Update
5. Fox Meadows Phase Two TIF Update
6. Tree Planting Initiative with Eagle Lake Area Lions Club – Free Sapling Distribution

COUNCIL MEMBER REPORTS

ANNOUNCEMENTS

- Upcoming Regular **City Council** Meeting – July 1, 2024 at 6:00 PM, City Hall – Council Chambers, 705 Parkway Avenue
- Next Regular **EDA** Meeting – June 27, 2024 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Park Board** Meeting – June 13, 2024 at 6:45 AM, City Hall-Council Chambers, 705 Parkway Ave
- Next Regular **Planning Commission** Meeting – June 17, 2024 at 6:00 PM, City Hall-Council Chambers, 705 Parkway Ave

ADJOURNMENT

**CITY OF EAGLE LAKE
CITY COUNCIL MEETING
APRIL 1, 2024**

CALL TO ORDER

- Mayor Norton called the meeting to order at 6:00 p.m.

ROLL CALL

- Council Members present: Garrett Steinberg, Beth Rohrich, Anthony White, John Whitington, and Mayor Lisa Norton.
- Staff present: City Administrator Jennifer Bromeland, Community Development Coordinator Olivia Adomabea, Public Works Director Andrew Hartman, and Deputy Clerk Kerry Rausch.

PUBLIC COMMENTS

- None

APPROVAL OF THE AGENDA

- **Council Member Steinberg moved, seconded by Council Member White, to approve the agenda. The motion carried with Council Members Steinberg, Rohrich, White, Whitington, and Mayor Norton voting in favor.**

APPROVAL OF MEETING MINUTES

- **Council Member White moved, seconded by Council Member Steinberg, to approve the March 4, 2024 City Council minutes. The motion carried with Council Members Steinberg, Rohrich, White, Whitington, and Mayor Norton voting in favor.**

CONSENT AGENDA

- **Council Member White moved, seconded by Council Member Rohrich, to approve the consent agenda.**

Monthly Bills	Treasurer's Report	Public Works Report
Fire Report	BECSO Report	Gambling Report
Building and Zoning Permits		
Res. 2024-19 Appoint Brudvig to Fire Dept Reserves		
- **The motion carried with Council Members Steinberg, Rohrich, White, Whitington, and Mayor Norton voting in favor.**

PUBLIC HEARING

1. Preliminary and Final Plat for Bauer Jackson Addition
 - Mayor Norton opened the public hearing with no comments being offered. The public hearing was closed.

NEW BUSINESS

1. Preliminary and Final Plat for Bauer Jackson Addition
 - Community Development Director (CDC) Adomabea explained that there was no quorum at the March Planning Commission meeting so the preliminary and final plats for the Bauer Jackson addition

(R12.10.18.201.019) is before the Council for consideration. The present zoning of this parcel is R-3 Limited Multiple Family Residential District.

- Ms. Adomabea also explained that the city's discretion in approving or denying a preliminary and a final plat is limited to whether or not the proposed plat meets the standards outlined in the subdivision regulations and zoning ordinance. If it meets these standards, the city must approve the preliminary and final plat. The code regulations needing to be considered are Chapter 5, Subdivision and Development Regulations, Shoreland Management, and wetland protection. The developer's agreement will cover other items needed.
- Ms. Adomabea stated this parcel was rezoned to Limited Multiple Family Residential District after the February 27, 2023 Planning Commission meeting. The applicant is seeking to develop the proposed plat of 2.39 acres into four (4) apartment buildings with sixteen (16) bedroom 8-plex for each apartment building. The applicant and their engineer met with city staff to discuss the proposed plans and project and indicated that the concept plan is only exhibiting potential plans and use of the site and is subject to change. The applicant indicated they do not have a final development plan yet and are seeking to have only the plat recorded at this time.
- Ms. Adomabea stated it is believed that the construction of the proposed 8-plexes could result in more use of existing parks. The developer has the option to include parkland within the development or pay a parkland dedication fee.
- Ms. Adomabea explained that all standards of approval have been met and therefore staff are recommending approval of the preliminary and final plats.
- Discussion included the need to ensure there is adequate turn around space for emergency vehicles. Once the plans have been reviewed by the city's engineer, emergency response needs will be reviewed.
- Justin Bauer, developer, stated that he will be looping the water main at the southwest corner of this parcel.
- **Council Member Steinberg moved, seconded by Council Member White, to approve the preliminary and final plats for the Bauer Jackson Addition. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

2. AWAIR Policy

- Administrator Bromeland explained that before Council is a safety policy titled A Workplace Accident and Injury Reduction Program (AWAIR). This model policy has been vetted by MMUA and the League of Minnesota Cities and has been tailored to fit the City of Eagle Lake. Staff will review and update this policy annually.
- **Council Member Steinberg moved, seconded by Council Member Rohrich, to adopt the AWAIR policy as presented. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

3. Employee Right to Know Policy

- Administrator Bromeland stated before the Council is a model Employee Right to Know policy. This model policy has been tailored to fit Eagle Lake.
- **Council Member White moved, seconded by Council Member Rohrich, to adopt the Employee Right to Know Policy as presented. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

4. Pricing for New Warming House Door and Painting of Bathrooms

- Administrator Bromeland explained that Public Works Director Andrew Hartman recently obtained pricing for a new door at the warming house to accommodate the automatic locks to be installed. He also obtained pricing to paint the inside and outside of the bathrooms connected to the new park

pavilion. Since these items were not planned for and part of the 2024 budget, approval is needed this evening.

- Administrator Bromeland explained that a proposal from J.R. Murilla Construction in the amount of \$3,200 for a new warming house door has been received. Two quotes from Bellissimo Paint and Coatings. The first one totals \$2,800 to scrape the men and women's bathroom walls and wooden doors as needed, prime the walls and wooden stall doors as needed, and paint the walls and wooden stall doors. The second one totals \$4,100 to pressure wash the exterior of the park bathroom as needed, caulk, fill in new block areas as needed, prime the block and paint the block. The two metal doors on both sides of the bathroom will also need to be painted.
- Administrator Bromeland presented the current park board balance after these expenditures and the known remaining cost to complete the pavilion. The landscaping costs to complete the pavilion project are not known at this time.
- Public Works Director Hartman explained the reason for the new door for the warming house is due to the need to move from a residential door to a commercial door. He also stated the Public Works Department does not have the necessary equipment to paint the restrooms.
- **Council Member Rohrich moved, seconded by Council Member Steinberg, to accept the bid from Murilla Construction in the amount of \$3,200 and the two bids from Bellissimo Pant and Coatings in the amount of \$2,800 and \$4,100. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

5. SWC Resilience Planning Grant Award Agreement

- Administrator Bromeland stated that the grant award agreement has not yet been received and that it should be ready for the May 6th City Council meeting. The City has received notice that it will be awarded \$48,680.
- **Council Member White moved, seconded by Council Member Steinberg, to table discussion on the SWC Resilience Planning Grant Award Agreement until the May meeting. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

6. Resolution Approving County Project within Municipal Corporate Limits

- Administrator Bromeland explained that an email was received from Stefan Gantert, Assistant County Engineer with Blue Earth County, informing of bituminous overlay projects on two County State Aid Highways in Eagle Lake in 2024. CSAH 55 (LeRay Ave) between CSAH 56 (598th) and Highway 14 and CSAH 56 (598th Ave) between CSAH 17 (Parkway Ave) and Highway 14. In addition to the bituminous overlays, the projects will include upgrades to pedestrian ramps that are non-complaint with ADA. MnDOT State Aid is requesting municipal consent because the projects are within Eagle Lake city limits.
- Administrator Bromeland also stated that according to Mr. Gantert, vehicles will always have access to CSAH 55 and 56 during the bituminous overlay projects.
- **Council Member Whittington moved, seconded by Council Member Steinberg, to approve Resolution 2024-20. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

OTHER

1. Blue Earth County Sheriff's Office Update

- Lieutenant Gahler introduced Deputies Nick Lewis and Dan Grassman who have 13 years and 15 years of service respectively. Once they have completed training, they will be assigned to Eagle Lake.

- Today's open house in Eagle Lake was well attended. Lieutenant Gahler thanks all who attended.
2. Impound Update
 - Lieutenant Gahler stated that he has met with the owner of Bella House of Doodles to learn how they can assist with the impounding of dogs. A contract is being drafted to set details of the agreement.
 3. Recap of Congressional City Conference
 - Administrator Bromeland and Mayor Norton reviewed highlights of the Congressional City Conference with a PowerPoint.
 - Administrator Bromeland expressed the value of attending this conference and stated it would be worthwhile to budget for this annually, especially when the City is wanting to submit congressionally directed spending requests.
 4. Dog License and Registration Discussion
 - Administrator Bromeland reviewed the current process of licensing dogs and stated there are 233 dog licenses with 60 licenses expired. The burden of the current licensing process is the mailing of 75-100 letters each year and the time and cost of the monthly mailings. Blue Earth County has one microchip reader for the County, but Bella's House of Doodles has one the officers can use. Eagle Lake has typically impounded about six (6) dogs a year.
 - Council discussion included the desire to minimize loose dogs, to address the issue of the same dogs repeatedly loose. The council indicated that they would like to discuss this issue more at the May City Council meeting.

CITY ADMINISTRATOR REPORT

1. Highway 14 Eagle Lake Corridor Study Update
 - The Project Management Team (PMT) meeting #1 will take place on April 3rd at 2:00 p.m. City Administrator Bromeland and the Community Development Coordinator Adomabea will attend the meeting on behalf of the City. Following the meeting, an update will be provided related to the schedule and public involvement activities.
2. YTD Revenue and Expenditure Report
 - This report has been included in the Council packet for informational purposes only.
3. Mankato Area Public Schools Community Education Summer 2024 Update
 - Mankato Area Public Schools Community Education has provided a proposal for 2024 summer programs which include three Rec on the Go visits and a kickoff summer event including an outdoor movie, Rec on the Go trailer with games and activities, face painting, and popcorn.
4. Assessment/Open Book Meeting Notice
 - The upcoming Open Book meetings for Eagle Lake will be the week of April 22-26, 2024 at Blue Earth County. The purpose of the meeting is to determine whether property in the jurisdiction has been properly valued and classified by the assessor. If residents believe the value or classification of their property is incorrect, they can contact the assessor's office to discuss their concerns. If they are still not satisfied with the valuation or classification after discussing it with the assessor, they can appear before the County Board of Appeals and Equalization. The board will review the valuation, classification, or both if necessary, and shall correct it as needed.

5. Earth Day Community Activity
 - Earth Day 2024 is scheduled for Monday, April 22nd. City staff proposes that the City offer residents garbage bags and gloves to help pick up trash at local parks and around town.
6. Lead Line Service Inventory and Next Steps/Timeline
 - The City of Eagle Lake's application for funding to complete a lead service line inventory has been approved. The application was submitted last summer. Bolton and Menk will be assisting with the inventory process. The funding for Eagle Lake will allow for up to \$75,000 in charges from Bolton and Menk to complete the process. All public water systems must complete and submit to the state a lead service line inventory by October 16, 2024.
7. Damaged Trees on Parkway Avenue
 - Two boulevard trees along Parkway Avenue were hit within the last couple of months. The City's community forester, Nathan, inspected both trees and reported that one seems to be healing well and is closing its wound. The other tree is having a harder time due to the wounds being spread out more on the trunk. Nathan will be adding soil when the weather permits. Nathan has advised that both trees should be able to survive but he will continue to monitor them over the next several months.
8. Recap of LMC Day on Hill and CGMC Legislative Action Day
 - Council Member Rohrich, Community Development Coordinator Adomabea, and Administrator Bromeland attended the LMC Day on the Hill on March 14th. It was a full day of legislative updates, comments from Governor Walz, informal meetings with legislators, sitting in on a house hearing, and a tour of the MN State Capitol.
 - Mayor Norton, Council Member Whittington, and Administrator Bromeland attended the CGMC Legislative Action Day. That too was a full day of legislative updates, meetings, with legislators, and a reception/dinner with legislators and other Greater MN Cities.
9. Generator for City Hall and Wells Update
 - City staff has been working with vendors to obtain pricing for a generator for City Hall and the wells. Proposals will be included on the May 6th City Council agenda for review and approval. One-time public safety funds will be used for this purpose.

COUNCIL REPORTS

ADJOURNMENT

Council Member Steinberg moved, seconded by Council Member White, to adjourn the meeting. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

Lisa Norton, Mayor

Kerry Rausch, Deputy Clerk

**CITY OF EAGLE LAKE
CITY COUNCIL MEETING
MAY 6, 2024**

CALL TO ORDER

- Mayor Norton called the meeting to order at 6:00 p.m.

ROLL CALL

- Council Members present: Garrett Steinberg, Beth Rohrich, Anthony White, John Whittington, and Mayor Lisa Norton.
- Staff present: City Administrator Jennifer Bromeland, Public Works Director Andrew Hartman, and Deputy Clerk Kerry Rausch.

PUBLIC COMMENTS

- No public comments were offered.
- **Council Member Whittington moved, seconded by Council Member White, to reopen public comments. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**
- Mike Guentzel, 60374 224th Lane, Madison Lake, stated he submitted a request to have the parcel his family purchased, on the northern most parcel annexed into the City for the motorsports project, to be detached from the City. He stated in the resolution to annex this land into the city that it stated that if nothing happened to the land within three years it would be allowed to go back to the township. He stated this land is rural in nature and there are no plans to develop it and there is no need for water and sewer. He also stated they have concerns with taxes, especially with the potential water treatment plant and possibly work on Highway 14. Mr. Guentzel stated the other property owner of the adjacent property have indicated they are not interested in the detachment process.
- Mayor Norton stated the city has no timeline for review due to the nature of this process.

APPROVAL OF THE AGENDA

- Administrator Bromeland asked that a change order for the pavilion and the invoice for the final bill for the pavilion be added under New Business. She also asked that under New Business that the Stop Sign Request be moved to item one under. **Council Member Steinberg moved, seconded by Council Member White, to approve the agenda. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

APPROVAL OF MEETING MINUTES

- The April 1, 2024 City Council minutes were not approved.

CONSENT AGENDA

- **Council Member White moved, seconded by Council Member Rohrich, to approve the consent agenda.**

Monthly Bills

Treasurer's Report

Public Works Report

Fire Report

BECSO Report

Gambling Report

Building and Zoning Permits

Res. 2024-21 Accept Donations for Summer Sounds

Res. 2024-22 Accept Donation for Basketball Hoop



- **The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

PRESENTATIONS

1. Council Chambers Rental Request: Pastor Matt Moldstad with Peace Lutheran Church

- Pastor Matt Moldstad explained that Peace Lutheran Church in North Mankato would like to rent the Council Chambers, kitchen, and hallway every Sunday for a year as his church is looking to expand its ministry into Eagle Lake. He asked to rent the facility from 8:00 a.m. to 12:00 p.m. beginning in the fall. They will take care of setting up and tearing down each week.
- Administrator Bromeland explained that per the rental agreement there is no rental fee for non-profit organizations. Currently the City would require the church to apply each week to reserve the Council Chambers and that the room could also be reserved by other parties. This request is to reserve it for a year in advance and would be best handled through an agreement.
- Administrator Bromeland also stated there might need to be a fee associated with the rental to offset costs incurred for cleaning and maintenance with the frequent use of the space. She also explained that the City does not allow intoxicating beverages.
- City staff advised for reference purposes that over the last couple of years, the Council Chambers has only been used a handful of times on a Sunday morning.
- Council discussion included Council Member Rohrich stated consideration should be given to the rental fee structure to include a minimum fee for cleaning and the cleaning of chairs.
- Administrator Bromeland stated that with more use a cleaning fee is important due to more traffic.
- **Council Member Steinberg moved, seconded by Council Member White, to allow Peace Lutheran Church to rent the Council Chambers on Sundays mornings for one year and to allow for the use of communion wine as part of the church service. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

NEW BUSINESS

1. Water Treatment Plant Update

- John Graupman with Bolton and Menk provided an update on the water treatment plant stating that City staff has submitted a low interest loan and emerging contaminant grant application. These submissions will put the City in a more favorable position, if not for this year, then the following year. Mr. Graupman explained that the funding most likely will not be approved this year, but then the following year the City will move up on the existing list. The goal is to have the project shovel ready. The state's timeline requires plans to be submitted by March 2025, but it would be in the City's best interest to submit them prior to that date.
- Brian Sarff with Bolton and Menk stated surveying would begin after the legislative session ends.

2. Request from Resident for Stop Sign on Maple Lane

- Administrator Bromeland explained that a resident request was received wanting the City to install a stop sign at the intersection of Maple Lane and Oak Drive for northbound traffic. There are presently two stop signs on Oak Drive for both eastbound and westbound traffic. Administrator Bromeland, public works and law enforcement met on site with the resident that is requesting a stop sign. Following the meeting the City's engineer with Bolton and Menk was contacted for guidance on appropriate placement of a stop sign.
- Staff was informed that adding stop signs is not advised for speed control, 3-way stops might unintentionally create an awkward situation and subsequent potential unintended safety issues, this

intersection is in close proximity to 211th Street which is already stop-controlled, and it is advised that an engineering study be completed to allow for an informed decision in implementing multi-way stop control.

- Brian Sarff, Bolton and Menk engineer, stated that there are some guidelines relating to stop signs, but they are not great for low volume roads. He reiterated that stop signs are not recommended for speed control and that they can create more dangerous conditions. The location of the requested stop sign is approximately 1 ½ blocks from an existing stop sign.
 - Lieutenant Gahler stated he believes that a stop sign will create more issues and that he has not seen much in the way of speed issues in this area.
 - **Council Member White moved, seconded by Council Member Steinberg, to deny the request for a stop sign at the intersection of Maple Lane and Oak Drive. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**
3. Assigned Committed Fund Balance for Capital Outlay
- Administrator Bromeland reported that per the recommendation of the City's auditor with Eide Bailly, the City Council is advised to specially approve whatever amount is desired for year-end capital outlay balance for December 31, 2023. The ending balance is \$1,952,540. Capital outlay funds are reflected as "committed" funds on the balance sheet of the annual audit.
 - **Council Member White moved, seconded by Council Member Steinberg, approve \$1,952,540 as the year end 2023 capital outlay fund balance. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**
4. Engagement Letter for Actuarial Services for Fire Relief Association Pension
- Administrator Bromeland explained that according to the City's auditing firm, Eide Bailly, a valuation report is needed to ensure compliance with GASB. According to MN State Statutes, the City is ultimately responsible for any shortfalls in the Fire Relief Association's pension assets. This means that the related pension liability or pension assets need to be recorded on the City's financial statements. To determine the dollar amount, there needs to be an actuarial valuation done so that the auditors can use that report to complete the audit and financial reporting. She also explained that proposals were obtained in 2021 with VIA Actuarial Solutions coming in the lowest.
 - Due to time constraints Administrator Bromeland signed the engagement letter and is asking the Council to retroactively approve the engagement letter for pension actuarial services for the Eagle Lake Fire Relief Association.
 - **Council Member Steinberg moved, seconded by Council Member White, to retroactively approve the engagement letter with VIA Actuarial Services. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**
5. Public Works Summer Hours and On-Call Pay
- Administrator Bromeland explained that a request was received from the Public Works Department related to summer hours and on-call pay and that a meeting was held with the Personnel Committee, the City Administrator, and the Public Works Director and Supervisor to discuss the request.
 - When considering the request to adjust summer hours and implement on-call pay, the City's priorities are serving the public and doing so as effectively and efficiently as possible while also ensuring employee safety.
 - The personnel Committee is recommending that Public Works summer hours be changed to 6:30 a.m. – 3:00 p.m. from May 1st to September 1st and revisit these hours annually. It was noted that if there are forecasted periods of extreme heat and humidity that the Public Works Department be allowed to adjust start and end times with approval by the City Administrator as has been the past practice.

- Administrator Bromeland stated that the Public Works Department has expressed concern about a lack of on-call pay and the inability of the person assigned to work the weekend to make plans due to needing to be available in the event of an emergency. Given the nature of the position, Public Works employees are required to be available for work upon short notice. Weekend maintenance is necessary every Saturday and Sunday. Presently, the Public Works Department assigns weekend work to one person. This work consists of performing checks of the City's critical infrastructure such as wells, lift stations, water tower, along with performing other routine miscellaneous maintenance tasks. The person assigned to perform routine maintenance currently works two hours each day on Saturday and Sunday, earned at a rate of time and a half. Employees also have the option to bank hours worked, also at a rate of one and a half times their hourly rate.
- In lieu of working a full two hours every Saturday and Sunday, the Public Works Department is requesting the ability to complete the necessary weekend checks and leave once weekend duties have been completed even if the two-hour period has not lapsed while still receiving compensation for the two hours.
- The Personnel Committee recognized the concern expressed and the need to explore on-call pay further. They value the public works employees and their need for personal time away from work. This matter will be explored further during the 2025 budget process since we are already in a budget cycle which do not have funds specifically allocated for on-call pay.
- **Council Member White moved, seconded by Council Member Steinberg, to approve Public Works summer hours from 6:30 a.m.– 3:00 p.m. from May 1-Sept 1 which will be revisited annually and to revisit on-call pay in the 2025 budget process. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

6. Amendment to Increase Vacation Accrual Rate for New Hires

- Administrator Bromeland explained that discussion took place at the December 4, 2023 City Council meeting about an employee request received related to the city's vacation accrual rate and wanting to see accrual rates increased. Following that meeting, city staff reached out to Minnesota Valley Council of Governments (MVCOG) staff to assist in surveying area cities to learn more about vacation accrual rates in comparison to Eagle Lake's.
- According to the survey findings, Eagle Lake appears competitive with the other cities surveyed except for the first year of service. Most cities offer employees 80 hours for the first year of service, whereas Eagle Lake currently offers employees in their 1st year of service a maximum of 40 hours. Then in years 2-6 and beyond, Eagle Lake's accrual rates are in line, and sometimes on the high end, with what other cities are offering employees for vacation and years of service.
- The Personnel Committee reviewed the findings and is recommending that the vacation leave accrual chart be modified by striking out the 1st year of service earning 1.538 hours of pay per pay period and replacing it with 1st year of service through the 6th year of service earning up to 80 hours. The recommended change will go into effect with new hires and not retroactively.
- **Council Member Whittington moved, seconded by Council Member Steinberg, to approve the Personnel Committee's recommendation to modify the vacation accrual chart to eliminate the 1st year of service earning 1.538 hours per pay period or 5 days or 40 hours and replace with the 1st year of service through the 6th year of service earning 3.077 hours per pay period or 10 days or 80 hours. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

7. Street Sweeping Proposal

- Public Works Director Hartman explained that a quote has been received from Loken's Asphalt Maintenance Inc. in the amount of \$4,200. He also explained that Loken's has provided better service than

other companies used previously. If approved, Loken's would be able to sweep the streets on May 8th and May 10th.

- Council discussion included if this would be too short of notice for residents and if Loken's will sweep more than gutter areas where there is sand on the roadways itself.
- Public Works Director Hartman stated that staff will be able to use the Tool Cat to clean up areas that Loken is not able to sweep.
- **Council Member Rohrich moved, seconded by Council Member White, accept the bid from Loken's in the amount of \$4,200. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

8. Pricing for Mosquito Control

- Administrator Bromeland presented a proposal for an Environmental Mosquito Management Program from Clarke. The two options consist of 9 bi-weekly treatments at \$875 per treatment, and the other option consists of 15 weekly treatments at \$821 per treatment. If the City is interested in a three-year agreement, the price per treatment will not exceed a 3% (three percent) increase over the previous year. It was explained that larval control is cost prohibitive.
- Council discussion included confirmation that treatment applications could be scheduled with community events in mind.
- **Council Member Whittington moved, seconded by Council Member Rohrich, approving the proposal form Clarke Environment Mosquito Management Inc for 9 bi-weekly treatments and to take advantage of the three-year agreement. The motion carried with Council Members Steinberg, Rohrich, Whittington, and Mayor Norton voting in favor. Council Member White voted against.**

9. Pricing for 2024 Bobcat 61" Mower and Attachment

- Public Works Director Hartman stated he is very happy with the Bobcat mower purchased in 2023 and that before the Council is a bid for at 2024 Bobcat 61" mower in the amount of \$13,272.93. The funds allocated in the capital outlay for this purchase were \$13,260. If approved, Director Hartman recommended the sale of the 2018 Country Clipper which has 1300 hours.
- **Council Member Whittington moved, seconded by Council Member Steinberg, authorizing the sale of the 2018 Country Clipper on MnBid, with a minimum bid amount of \$2,000. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**
- **Council Member Rohrich moved, seconded by Council Member White, authorizing the purchase of the 2024 Bobcat 61" for the price of \$13,272.93. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

10. Minnesota Cities Stormwater Coalition Membership

- Administrator Bromeland stated that before Council is a Minnesota Cities Stormwater Coalition 2024 Membership Invitations from the Minnesota Cities Stormwater Coalition (MCSC). Eagle Lake's membership fee, based on population, is \$730. MCSC was founded in 2006 and has more than 120 member cities and boasts a collaborative approach to advocating for the interest of MS4 cities with the MPCA and other state regulatory agencies.
- Administrator Bromeland and Public Works staff attended the annual MCSC meeting in Monticello and found it to be very informative and worthwhile.
- **Council Member Steinberg moved, seconded by Council Member White, to approve the 2024 membership with Minnesota Cities Stormwater Coalition. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

11. Pricing for Generator for City Hall and Wells

- Administrator Bromeland stated before the Council are quotes from Blue Star Power Systems for the purchase of a natural gas-powered generator for City Hall and one for primary wells # 2 and #3. The quote for the primary wells totals \$37,861.40 while the quote for City Hall totals \$36,798.20. Electrical work is not included in the quote and would be an additional expense.
- Public Works Director Hartman stated another known expense are the transfer switches, pads to set the generators on and plumbing work.
- Administrator Bromeland explained that several attempts to obtain pricing from another vendor have been unsuccessful. Per an inquiry to legal counsel, if the City does not receive a second quote, it can still proceed with the one vendor so long as we have documentation.
- Administrator Bromeland explained that of the \$143,617 of Public Safety Aid received, \$20,725.45 has been committed to the purchase and installation of surveillance cameras at Lake Eagle Park and City Hall, leaving a balance of \$122,891.55 to be applied towards the purchase of a generator for City Hall and the primary wells. The City's attorney was consulted, and this purchase meets eligibility requirements to use Public Safety Aid funds.
- Council discussion included the fire department's need for a generator as well. Fire Chief Simpson stated the fire department does have a way to open overhead doors in the case of a power outage, but that setup is not ideal and will result in delays in responding to a call.
- **Mayor Norton moved, seconded by Council Member White, to approve the purchase of two generators as presented using public safety aid funds and that unused funds could be used to improve the fire department's response time in the event of a power outage. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

12. Pricing for Wildland Gear for Fire Department

- Administrator Bromeland stated before the Council is a quote from Great Plains Fire for the purchase of Wildland Gear for the Fire Department totaling \$33,031.25. Wildland fire suppression equipment meets wildland fire specifications. Of the \$337,354 in American Rescue Plan Act (ARPA) funding that was received, \$305,064.67 has been committed to the following projects: water tower rehab, lift station pump replacement, well maintenance, and SCADA system for the water tower and main lift station.
- City staff recommends that the remaining \$32,289.33 of unallocated ARPA funding be applied towards the purchase of wildland gear for the Fire Department.
- **Council Member Steinberg moved, seconded by Council Member White, to approve the purchase of wildland gear for the fire department using ARPA funds. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

13. Pavilion Change Order and Countertop

- Administrator Bromeland explained that before Council is a change order for a countertop in the pavilion and that this was not included in the bid. Staff met with the contractor and a representative of Kitchen Baths and More to obtain pricing for a ADA compliant stainless steel countertop in the amount of \$2,350.
- Council discussion included if the necessary electrical outlets are in place and with the frustration of the time it has taken and the need to better understand what is and what should be included in bids and the thought that the countertop should have been included in the bid.
- Staff indicated that the construction should be complete within two weeks and that the flusher for the toilet is on back order and will hopefully arrive this week. MetroNet has been contacted and they were informed of the need to rush the installation of internet for the security cameras.

- Also discussed was that the restrooms are closed due to wiring not yet complete. The Council asked if a notice as to why they are closed could be posted on the restroom doors. It is anticipated that the restrooms will be open June 1st. City staff advised that there are three porta toilets at the park while the bathrooms connected to the pavilion are under work.
- **Council Member White moved, seconded by Council Member Steinberg, to approve the change order for the countertop for the pavilion in the amount of \$2,350. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**
- Administrator Bromeland explained that late in the day she received an invoice from JR Murilla for the final bid payment for the pavilion. Joe Murilla stated that he will donate the cost of the building permit, which is \$2264.34, and a revised invoice is before Council.
- **Council Member White moved, seconded by Council Member Steinberg, to approve payment in the amount of \$89,958.34 to JR Murilla for the final pavilion invoice bid. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

OTHER

CITY ADMINISTRATOR REPORT

1. United Way Women with Hert Planning Committee
 - Administrator Bromeland explained that she is a member of this committee and that she would like to have city reps attend this event and try to find a sponsor for the rest of the table fee. It was noted that being a local unit of government and complying with lawful public purpose makes it difficult for the city to sponsor a table. It was noted that most area local units of government have found a way to sponsor a table and show support for the United Way and its initiatives and the positive impacts the organization's programs have on our local communities and residents. This particular event is geared towards women and encouraging kindness to self in order to be kind to others and is scheduled for August 7th from 11:30 to 1:00.
 - **Council Member Rohrich moved, seconded by Council Member Whittington, to approved to pay fees associated for female staff and election officials to attend the United Way Women with Heart event. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**
2. Spring/Summer 2024 Newsletter
 - There was not a spring newsletter, but a Summer newsletter will be distributed soon.
3. Climate Impact Project Coordinator Awarded for 2024-2025
 - Currently Nathan is serving in this position and the City has been notified of being awarded another Climate Impact Project Coordinator once Nathan's term is completed.
4. TIF Phase II Update for Fox Meadows
 - Phase I of TIF will be done in June and the developer would like to move onto TIF Phase II in May or June. City staff will work with the developer and DDA on the TIF agreement.
5. TYD Expenditure and Revenue Report
 - This report is provided for Council's review.
6. Congressional Directed Spending Requests Submitted for WTP Project
 - Representative Finstad's office called to confirm funding could be spent by a specific date. The City should hear sometime in 2025 if funding will be awarded.

COUNCIL REPORTS

1. Council Member Rohrich provided updates relating to Community Education and Recreation. The Park Board had a good work session and have identified short- and medium-term needs for the parks. Their priorities are tennis court repairs, repairing lighting on the trail, lights on the trail from LeSueur to circular flower bed. Park Board member Don Wesley is working to obtain donations for new basketball hoops and is planning to organize pickup basketball and hockey for youth.
2. Council Member White is working on obtaining donations for Summer Sound events.
3. Council Member Steinberg is working on obtaining donations for Summer Sounds events and the goal is to be able to offer more activities. There will be only one food vendor this year. Council discussion included if Verizon will have the soil restorations completed for the July event.
4. Council Member Whittington stated the EDA is working with the Rural Childcare Development Program and that EDA members are scheduling visits to local businesses.
5. Mayor Norton thanked Administrator Bromeland for her work on submitting funding requests for the water treatment plant. She also stated that she has been in contact with SMIF regarding Towards Zero Death Southern Area who are gathering information regarding sidewalks and other safety related items. She thanked Lieutenant Gahler for the work he has been providing.
6. Mayor Norton asked that an update on the Lake Eagle pond be brought to the June City Council meeting. Administrator Bromeland stated this would be her top personal priority for the parks and Council Member Rohrich stated the Park Board feels dredging the pond is cost prohibited. Mayor Norton stated the pond is the highlight of Lake Eagle Park. Council Member Whittington suggested that there be two budget line items for the parks, one for operations and another for the Park Board. Administrator Bromeland stated there are separate line items, but that there needs to be coordination between Public Works and the Park Board on what is needed for maintenance and what is needed for capital outlay.
7. It was asked that boards and committees provide updates for the council packet. Minutes from the meetings will be included in the council packet.
8. Council Member Rohrich mentioned that some south facing street signs have faded to the point of being unreadable.

ADJOURNMENT

Council Member White moved, seconded by Council Member Rohrich, to adjourn the meeting. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

Lisa Norton, Mayor

Kerry Rausch, Deputy Clerk

CITY OF EAGLE LAKE

*Check Summary Register©

May 2024

Name	Check Date	Check Amt	
10100 Cash			
1801e MN DEPT OF REVENUE	5/3/2024	\$1,843.00	April Sales Tax
1802e PSN	5/3/2024	\$675.02	April Fees
1803e PERA	5/6/2024	\$2,506.46	BW 05-09-24
1804e WEX HEALTH INC.	5/6/2024	\$199.46	BW 05-09-24
1805e WEX HEALTH INC.	5/14/2024	\$19.25	April Fee
1806e PERA	5/20/2024	\$2,528.11	BW 05-23-24
1807e WEX HEALTH INC.	5/20/2024	\$199.46	BW 05-23-24
1808e PERA	5/23/2024	\$40.00	MO 05-24
1809e AFLAC	5/29/2024	\$49.08	May Premium
46243 UNITED STATES POSTAL SERVI	5/2/2024	\$312.23	Spring Clean Up Mailer
46244 BADGER METER	5/3/2024	\$1,013.12	Hosting Service
46245 COMPUTER TECHNOLOGY SOL	5/3/2024	\$2,735.58	VIP Services
46246 EAGLE EXPRESS	5/3/2024	\$679.61	
46247 GOPHER STATE ONE CALL	5/3/2024	\$95.85	April Tickets
46248 IMAGE TREND	5/3/2024	\$900.00	Webinar Training
46249 LEAGUE OF MN CITIES	5/3/2024	\$425.00	Annual LMC Conference - Norton
46250 LINDE GAS & EQUIPMENT INC	5/3/2024	\$60.51	
46251 METRONET	5/3/2024	\$649.75	ACCT 1959304
46252 PRINCIPAL LIFE INSURANCE CO	5/3/2024	\$154.40	May/June Premium
46253 PROFESSIONAL CREDIT ANALY	5/3/2024	\$120.00	Charge Collected - Hodapp
46254 VESTIS	5/3/2024	\$131.19	Mats
46255 ADP, LLC	5/6/2024	\$431.60	
46256 AFFORDABLE JETTING	5/6/2024	\$250.00	Jetting Main Line
46257 BCBS OF MN	5/6/2024	\$10,164.32	June Premium
46258 CHRISTOPHER KENNEDY	5/6/2024	\$261.00	April Fees
46259 JACKSON CONSTRUCTION	5/6/2024	\$0.00	Lobbying Services
46260 LEAGUE OF MN CITIES	5/6/2024	\$850.00	Annual Conference - Bromeland
46261 UC LABORATORY	5/6/2024	\$308.70	
46263 Verizon Wireless	5/7/2024	\$240.06	
46264 JACOBSON, MAGNUSON, ANDE	5/8/2024	\$7,500.00	Lobbying Fees for Water Treatment Plant
46265 METRONET	5/8/2024	\$129.95	Acct 1959251
46266 SANCO EQUIPMENT LLC	5/8/2024	\$13,272.93	2024 Bobcat Mower 61" deck
46267 WELLS FARGO FINANCIAL SRV	5/8/2024	\$357.84	Bobcat Lease
46268 CASEYS BUSINESS MASTERCA	5/15/2024	\$174.70	
46269 LEAGUE OF MN CITIES	5/15/2024	\$730.00	MN Cities Stormwater Coalition Membership
46270 DELTA DENTAL OF MN	5/15/2024	\$756.22	June Premium
46272 ELAN FINANCIAL SERVICES	5/24/2024	\$2,087.95	
46273 GREAT PLAINS FIRE	5/24/2024	\$33,564.25	Wildland Turnout Gear
46274 A TO Z RENTAL	5/31/2024	\$115.00	Dingo rental 41" wide
46275 BADGER METER	5/31/2024	\$113.61	Hosting Service
46276 BELLISSIMO PAINT & COATING	5/31/2024	\$7,350.00	Pressure Wash park Bathroom
46277 BENCO ELECTRIC	5/31/2024	\$513.29	STREET LIGHTING
46278 BHE COMMUNITY SOLAR LLC	5/31/2024	\$3,698.93	Solar Garden
46279 B. E. COUNTY SHERIFFS DEPT	5/31/2024	\$41,845.19	June Contracted Services
46280 BOLTON & MENK INC	5/31/2024	\$5,165.50	Water Treatment Plan
46281 C & S SUPPLY CO INC	5/31/2024	\$78.64	Glasses abd Fan
46282 CANON FINANCIAL SERVICES IN	5/31/2024	\$217.00	Copier Lease
46283 CENTER POINT ENERGY	5/31/2024	\$409.87	
46284 CITY BUILDING INSPECTION SR	5/31/2024	\$10,215.40	
46285 CONSOLIDATED COMMUNICATI	5/31/2024	\$262.70	Acct 507-257-3542
46286 EMERGENCY APPARATUS	5/31/2024	\$10,882.92	Truck 4324 (old 4311)
46287 FREE PRESS	5/31/2024	\$50.50	Variance Request
46288 GREEN TECH RECYCLING	5/31/2024	\$315.00	Appliance Pick Up Spring Clean Up
46289 HAWKINS	5/31/2024	\$50.00	

CITY OF EAGLE LAKE

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***Check Summary Register©**

May 2024

Name	Check Date	Check Amt	
46290	JR MURILLA CONSTRUCTION IC	5/31/2024	\$5,550.00 Pavilion Countertop
46291	KATO ROOFING INC	5/31/2024	\$1,128.00 City Hall Roof Repair
46292	LJP ENTERPRISES	5/31/2024	\$13,160.35 Sm=985 Lrg=125
46293	LOFFLER COMPANIES INC	5/31/2024	\$176.00 Contract Base Charge
46294	LOKENS ASPHALT MAINTENANC	5/31/2024	\$4,042.50 Street Sweeping
46295	CITY OF MANKATO	5/31/2024	\$28,952.29 Sanitary Sewer Charge
46296	MATHESON TRI GAS INC	5/31/2024	\$212.24
46297	MCFOA-REGION V	5/31/2024	\$25.00 Regional Training - Rausch
46298	MENARDS	5/31/2024	\$783.42 US Flags and supplies
46299	MINNESOTA WASTE PROCESSI	5/31/2024	\$7,728.07 April Charges
46300	PLUNKETTS PEST CONTROL	5/31/2024	\$108.39 Pest Control
46301	RENT-N-SAVE	5/31/2024	\$185.00 Lake Eagle Park Location
46302	SANCO EQUIPMENT LLC	5/31/2024	\$776.11 Bobcat 5600 T4 - Tie Rod Spindle Assmby
46303	SPS COMPANIES INC	5/31/2024	\$28.14 Closet Diaphragm Repair Kit
46304	TEAM LAB	5/31/2024	\$131.00 Pond Dye
46305	TOTAL LANDSCAPE SUPPLY LL	5/31/2024	\$1,290.00 Playground Mulch
46306	TRACTOR SUPPLY CREDIT PLA	5/31/2024	\$258.85
46307	UC LABORATORY	5/31/2024	\$308.70
46308	UNITED STATES POSTAL SERVI	5/31/2024	\$320.00 Permit 12 Annual Fee
46309	UNITED STATES POSTAL SERVI	5/31/2024	\$320.00 Permit 10 Annual Fee
46310	VESTIS	5/31/2024	\$259.79 Clothing
46311	XCEL	5/31/2024	\$3,780.05
Total Checks			\$237,224.05

CITY OF EAGLE LAKE

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***Check Summary Register©**

May 2024

	Name	Check Date	Check Amt	
10110	Park- Assigned			
46262	JR MURILLA CONSTRUCTION IC	5/7/2024	\$88,958.34	Final Pay Pavilion
46271	ELAN FINANCIAL SERVICES	5/24/2024	\$113.27	
		Total Checks	\$89,071.61	

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CITY OF EAGLE LAKE

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*Check Summary Register©

May 2024

Name	Check Date	Check Amt	
10102 Loan Acct Cash			
398 EPIPHANY LUTHERAN CHURCH	5/31/2024	\$294.69	Loan Payout
	Total Checks	<u>\$294.69</u>	

Pay Dates 05/09/2024, 05/23/2024, 05/30/2024

Payroll Name	Pay Date	Net Pay
Adomabea, Olivia	05/09/2024	1,589.36
Adomabea, Olivia	05/23/2024	1,589.36
Anderson, Jim	05/09/2024	629.40
Anderson, Jim	05/23/2024	771.79
Auringer, Mandy L	05/09/2024	934.98
Auringer, Mandy L	05/23/2024	934.99
Beckmann, Jacob Donald	05/09/2024	1,473.02
Beckmann, Jacob Donald	05/23/2024	1,444.42
Bromeland, Jennifer J	05/09/2024	3,034.80
Bromeland, Jennifer J	05/23/2024	3,034.81
Hartman, Andrew R	05/09/2024	1,389.60
Hartman, Andrew R	05/23/2024	1,351.84
Konz, Noah J	05/30/2024	36.94
Nicklay, Michael L	05/09/2024	1,637.95
Nicklay, Michael L	05/23/2024	1,470.97
Norton, Elizabeth Jean	05/30/2024	349.40
Rausch, Kerry L	05/09/2024	1,457.34
Rausch, Kerry L	05/23/2024	1,578.34
Rohrich, Elizabeth K	05/30/2024	277.05
Ruel, Nathan W	05/09/2024	1,292.53
Ruel, Nathan W	05/23/2024	1,380.00
Simpson, Vern L	05/30/2024	199.40
Steinberg, Garrett R	05/30/2024	277.05
White, Anthony D	05/30/2024	277.05
Whittington, Johnnie L	05/30/2024	277.05

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Wire Transfers Made in 2024

<u>Date</u>	<u>Description</u>	<u>Initiated by</u>
5/9/2024	Wire from ICS to NOW Account \$200,000	Kerry



Andrew Hartman
Public Works Director
90 LeRay Avenue
Eagle Lake, MN, 56024
(507)257-3218
ahartman@eaglelakemn.com

June 2024

To: Mayor Norton, City Council and City Administrator Jennifer Bromeland

From: Andrew Hartman Public Works Director

Water: We have been working with the contractors to get the SCADA system installed and set up, we have been working through some trouble shooting. Flushing this spring has been completed. We have been working with Bolton Menk to get the tower area finished.

Sewer: The SCADA system has been installed and is currently online. We will be working with the contractors to be able to get it online and making phone call alarms. We have now get it set up on our phones and fully functional.

Streets: We had an oil spill on Plainview and Lesueur. We have been working on getting street repairs figured out.

Parks: We have been very busy mowing. We have been trying to keep up on spraying between rain.

Storm Sewer: We have been conducting MS4 inspections. We have been cleaning catch basins after rain events.

If you have any questions or concerns, please feel free to contact me at ahartman@eaglelakemn.com

Andrew Hartman

ELFD FIRE CHIEF'S LETTER

I would like to say congratulations to all the 2024 graduates and wish you the best on your next phase of the journey!

Here's your fire safety tip:



This is why you never have your grill near your home!

Here are six common sense grilling tips for Memorial Day Weekend.

1. For propane grills, check the gas tank for leaks before use.
2. Keep your grill clean by removing grease or fat buildup from the grills and in trays below the grill.
3. Place the grill well away from the home, deck railings, and out from under eaves and overhanging branches.
Always make sure your gas grill lid is open before lighting it.
4. Keep children and pets at least three feet away from the grilling area.
5. If you use starter fluid when charcoal grilling, only use charcoal starter fluid. Never add any other flammable liquids to the fire. When you have or are finished grilling, let the coals cool completely before disposing in a metal container.
6. Never leave your grill unattended when in use.

(Photo & contents compliment of Madelia Fire Department)

EAGLE LAKE FIRE DEPARTMENT 2024 CALL REPORT

TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	% OF TOTAL
Assist Law Enforcement	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Assist Law Enforcement (cancelled)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Explosion (No Fire)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire (Commercial)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire (Residential)	-	-	-	1	-	-	-	-	-	-	-	-	1	1.4%
Fire (Standby)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire (Vehicle)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire (Wildland)	-	-	2	1	1	-	-	-	-	-	-	-	4	5.5%
Fire Alarm	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire Assist	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Fire CO	1	-	-	-	-	-	-	-	-	-	-	-	1	1.4%
Fire False Alarm	-	1	-	-	1	-	-	-	-	-	-	-	2	2.7%
Fire Mutual Aid	-	-	2	-	-	-	-	-	-	-	-	-	2	2.7%
Gas Leak	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Hazardous (No Fire)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Medical (Cancelled)	-	1	1	2	1	-	-	-	-	-	-	-	5	6.8%
Medical (Response)	13	8	6	8	7	-	-	-	-	-	-	-	42	57.5%
Medical Lift Assist	3	1	-	-	1	-	-	-	-	-	-	-	5	6.8%
Missing Person Search	-	-	1	1	-	-	-	-	-	-	-	-	2	2.7%
Motor Vehicle Accident w/injury	-	-	1	-	1	-	-	-	-	-	-	-	2	2.7%
Motor Vehicle Accident w/o Injury	1	-	-	-	-	-	-	-	-	-	-	-	1	1.4%
Motor Vehicle Accident (Fatality)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Motor Vehicle Accident (Cancelled)	-	-	-	1	-	-	-	-	-	-	-	-	-	0.0%
Odor Investigation	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Power Lines	-	-	-	1	-	-	-	-	-	-	-	-	-	0.0%
Rescue (Entrapment/Machinery)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Rescue (Grain Bin)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Rescue (Water)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Smoke Investigation	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Smoke/CO Alarm Malfunction	-	-	-	1	2	-	-	-	-	-	-	-	3	4.1%
Special Incident	-	1	-	1	-	-	-	-	-	-	-	-	2	2.7%
Weather	-	-	-	-	1	-	-	-	-	-	-	-	1	1.4%
Total	18	12	13	17	15	-	-	-	-	-	-	-	73	100%
RESPONSE AREA														
Eagle Lake	15	11	9	13	11	-	-	-	-	-	-	-	59	78.7%
St. Clair	-	-	1	-	-	-	-	-	-	-	-	-	1	1.3%
Good Thunder	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Janesville	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Kasota (Lime Twp)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Le Ray TWP	3	1	1	1	4	-	-	-	-	-	-	-	10	13.3%
Madison Lake (Le Ray Twp)	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Mapleton	-	-	1	-	-	-	-	-	-	-	-	-	1	1.3%
Mankato	-	-	-	-	-	-	-	-	-	-	-	-	-	0.0%
Mankato Twp	-	-	1	3	-	-	-	-	-	-	-	-	4	5.3%
Total	18	12	13	17	15	-	-	-	-	-	-	-	75	100%

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Eagle Lake Fire Relief
Gambling Fund Report April 2024

Balance	4/1/24	\$24,121.51
Income:		
Paper Pull Tabs		\$5,581.00
Electronic		\$20,679.00
Interest Income		\$11.15
Total Income		<u>\$26,271.15</u>
Total Funds Available		\$50,392.66
Less Total Disbursements		<u>(\$24,084.09)</u>
Balance	4/30/24	\$26,308.57

2023 Profit / Community Donations

Net Profit:		
	1/24	\$692.41
	2/24	(\$5,052.43)
	3/24	\$10,998.65
	4/24	\$2,008.64

Total Profit To Date: \$8,647.27

Community Donations To Date: \$600.00

Eagle Lake Fire Relief
May 14 2024
Items To Be Approved

<u>To</u>	<u>For</u>	<u>Amount</u>
Eagles Nest	Rent	\$4,106.37
Randy Hoffmann	Accounting	\$700.00
Chad Witte	Wages	\$277.05
Triple Crown Gaming	Pull Tabs	\$1,219.86
	Invoice #9277934	
	Due 6/8/24	
Pilot Games	E-Bingo Prizes & Fees	\$409.54
Triple Crown Gaming	E-Tabs (No Check)	\$6,690.06
MN Revenue	State Tax (No Check)	\$8,827.00
Total		\$22,229.88

2024 Building Permits Issued

<u>HOUSE #</u>	<u>STREET</u>	<u>VALUE</u>	<u>Project Description</u>
232	Connie Ln	\$ 46,990.00	3-season porch
332	Falcon Run	\$ 310,000.00	New Home
232	Ann Dr	\$ 9,848.00	Reroof
309	Connie Ln	\$ 13,000.00	Reroof
525	Linda Dr	\$ 5,800.00	AC
113	Plainview St	\$ 18,140.00	Reroof
324	Falcon Run	\$ 36,000.00	Deck/patio
213	Parkway Ave	\$ 11,568.00	Reroof
204	Maywood Ave	\$ 14,121.00	Reroof
308	Blace Ave	\$ 37,417.00	Reside
112	Mathew Ct	\$ 11,000.00	Reroof
617	Linda Dr	\$ 8,500.00	Reroof
305	Blace Ave	\$ 12,140.00	Reroof
212	Oak Dr	\$ 14,000.00	Reroof
436	Thomas Dr	\$ 30,000.00	Bathroom remodel
204	Maywood Ave	\$ 14,048.00	Reside
184	Creekside Dr	\$ 395,000.00	New Home
304	Perry St	\$ 17,135.00	Reside

2024 Zoning Permits Issued

<u>Zoning #</u>	<u>Address</u>	<u>Type</u>
24-15	120 N Second St	Fence
24-16	94 Valley Ln	Shed
24-17	413 Thomas Dr	patio
BP 24-75	324 Falcon Rn	Patio-combined with BP 24-75
24-18	204 Maywood Ave	Patio
24-19	409 S Agency St	Fence

**CITY OF EAGLE LAKE
PARK BOARD MEETING
THURSDAY, MAY 9, 2024**

Call to Order

The meeting was called to order at 6:47 a.m.

Park Board Members Present: Jerney Horkey, Beth Rohrich, Don Wesely, Ryan Short, and Joan Back
Staff Present: Administrator Bromeland, Public Works Director Hartman, and Deputy Clerk Rausch

Treasurer's Report

- Treasurer's report was presented.

New Business

1. Dan Terrell Memorial Plaque for Softball Field (EL Area Lions Club Rep - Kate Mauel)

- Kate Mauel was unable to attend the meeting. The Park Board discussed the best location for a memorial plaque that was made in memory of Dan Terrell. Park Board consensus was that Eagle Heights Park would be the best location due to Denny Terrell's role in obtaining land to develop a park in this development.
- The Park Board also discussed the need to develop a process to be followed for memorials.

2. Pavilion

a. Completion Date and Outstanding Items

- Administrator Bromeland explained that the countertop for the pavilion was included in the drawing for the new pavilion but not listed as an actual line item in the bid. Dan Murphy, the City's building official, has indicated what is needed for a handicapped accessible countertop in the pavilion and Administrator Bromeland spoke with the contractor regarding what she learned. Administrator Bromeland and the contractor met with Kitchen Baths and More about a countertop. The contractor, Joe Murilla has indicated that he will cover the cost of labor and materials. The City will pay for countertop. There will be a security camera in the pavilion.
- Public Works Director Hartman provided an update on pavilion restrooms stating that the restrooms are done except for the painting and the doors which have exposed wires.
- The need for extra service for the porta-toilets was discussed as well as the possible need for an additional porta-toilet in the area of the ballfields. Staff will check into options.
- Administrator Bromeland stated she will provide the Park Board members with the fund balance which will include all items to complete the pavilion.

b. Rental Discussion

- Administrator Bromeland stated that the office has received a lot of questions as to when the pavilion will be ready and how to rent it. In the past, use of the pavilion has been on a first come basis. Staff have contacted Mankato, North Mankato, St. Peter, and Waseca whose rental fees range from \$50-\$100.
- After much discussion the Park Board recommended the following rental fees:
 - Two hour rental \$ 25
 - Four-hour rental \$ 50
 - All day Rental \$100
 - Refundable Deposit \$ 50 (refundable if pavilion is left in clean/undamaged state)
- Park Board consensus was that they would like to wait to rent the pavilion until the grass is established.

3. Basketball Hoop Project

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- Park Board Member Don Wesely stated he is working on procuring donations to replace all four basketball hoops with good quality adjustable hoops which can be placed from six to ten feet high. The hoops will be purchased at Scheels and Park Board members indicated they would like Scheel's to install them at a cost of \$120 per hoop. Still undetermined is how installation will affect fencing.
 - Public Works Director Hartman stated that a quote in the amount of \$750 has been received to restripe the basketball, hockey and pickleball court in the rink area.
4. 3 on 3 Basketball and Street Hockey (Don)
- a. Background Checks and Concussion Training for Volunteers
- Administrator Bromeland stated that background checks and concussion training is required for volunteers that work alone with youth.
 - Programming will begin the week of July 8th and run for six (6) weeks. Mondays and Wednesdays events will be held from 9:00 a.m. to 11:00 a.m. and Tuesdays and Thursdays from 6:00 p.m. to 8:00 p.m.
5. T-Ball (Jeremy)
- a. Concussion Training for Coaches
- Administrator Bromeland will share the training link for the coaches.
 - 75 kids, ages 3-7, are registered for this year's program, which is believed to be a record. Kids are from Eagle Lake and the surround communities such as Janesville, North Mankato, Mapleton, and St. Peter. Jerseys have been ordered and games start May 18th at 10 a.m. and 11 a.m. held at the school and Lake Eagle Park. The season will end the week of July 13. Sponsors have been procured. Nautical Bowls asked if they could sell bowls after the games which is fine as long as they stay at one location and are not driving through the community and are there for the activity.
- b. Porta Toilet for Eagle Lake Elementary Ballfield
- A portable toilet has been ordered for this location.
6. Flowers at Lake Eagle Park (Joan)
- Joan Back stated she will plant flowers again this year.
7. Upcoming Outdoor Movie at EL Elementary on June 13
- Administrator Bromeland updated that the City will again partner with Community Education for the outdoor movie event. If any volunteers want to help, it is good for public relations for the Park Board.
8. Recap of Park Board Member Meeting about Priority Projects and Next Steps
- a. 2025 Budget Request for Capital Outlay
- b. 2025 Budget Request for Park Maintenance
- Administrator Bromeland stated that the City Council needs to look at the possibility of increasing capital outlay amount for the Park Board and that the Public Works and Park Board coordinate what is needed for anticipated maintenance and items and what is needed for capital outlay.

Other Items

1. Beth Rohrich explained that the special meeting to look at and set short- and mid-range priorities included the completion of the pavilion, lights on Lake Eagle Park trails, trees for Eagle Heights Park and tennis courts short term repairs and future needs.
 - Don Wesely stated that he contacted the school and they have no plans to expand their parking lot and it was understood that the City is responsible for maintaining the tennis courts.
 - Park Board members requested that the next meeting include looking at priority list and making plans for when they should be completed based on impact to the community.

Respectfully Submitted,

Kerry Rausch
Deputy Clerk

CITY OF EAGLE LAKE
PLANNING COMMISSION MEETING MINUTES

May 20, 2024

CALL TO ORDER:

Commissioner Beckel called the meeting to order at 6:02 p.m.

MEMBERS PRESENT:

- Ray Beckel, Richard Garvey, Michael McCarty, and Jan Hughes.

MEMBERS ABSENT:

- Paul Bunkowske, Trent Talle

STAFF PRESENT:

- Olivia Adomabea, Community Development Coordinator.

PUBLIC PRESENT:

Michael Hughes

APPROVAL OF THE AGENDA:

Commissioner McCarty moved, seconded by Commissioner Garvey, to approve the agenda. A roll call was taken with all in favor. Motion carried.

APPROVAL OF MINUTES:

Commissioner McCarty moved, seconded by Commissioner Garvey, to approve the minute. A roll call was taken with all in favor. Motion carried.

NEW BUSINESS:

1. Public Hearing for 404 Pebble Court

- Community Development Coordinator Adomabea explained to the planning commission a variance application request was received for 404 Pebble Court and further stated that the applicant is requesting a seven foot (7') from the property's 8-foot left side yard required setback to accommodate for the construction of a parking pad. In her report she explained that Subd.8. Section 6.300 of the zoning ordinance does not allow for parking

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surfaces or motor vehicles in the required side yard setbacks. She also recommended that the planning commission followed the standards stipulated in the City Code for the approval or denial of the variance request. Coordinator Adomabea further explained that staff believed:

- i. The practical difficulty outlined by the applicant related to the personal situation of the current landowner than the physical situation of the lot.
 - ii. The applicant referred to the previous owner's inactions to deed the out lots and that cannot be a reason for a variance to be granted per the standards stipulated in code.
 - iii. An aerial view of the subdivision indicates that all properties adhere to the code requirements hence approving the variance will set precedence which will make it difficult for the future enforcement of code by City Staff.
- Commissioner Beckel opened the hearing to the public but there was none. Planning Commissioners established that the applicant has not demonstrated any practical difficulty or hardship in the use of the property without a parking pad.
 - The Planning Commission motioned to deny the variance request. All voted in favor and motioned carried.

2. Interview Applicants for Planning Commission Position

- Commissioner Beckel opened the interview process for the Planning Commission Position and noted that two applicants were to be interviewed but one (Michael Black-Hughes) was present. Applicant Michael Black-Hughes was interviewed, and a recommendation was made by the Planning Commission to the City Council to appoint Mr. Michael Black-Hughes as a new Planning Commissioner starting June 17. All voted in favor and motion carried.
- The Planning Commission also noted that if the other applicant is still interested in the position, an interview can be rescheduled to the next planning commission meeting on June 17.

3. Review Code on Signs

- Coordinator Adomabea explained to the Planning Commission that a sign permit application for a billboard was received for the property at 109 598th AVE by Mr. Jim Johnson, who is the property owner. She further explained that the issue has been brought to the attention of the planning commission because the code is silent on allowing billboards in the commercial district.
- The applicant inquired that the previous code on signs before the code amendment allowed for billboards in commercial districts as conditional uses and does not know why the code has been amended.
- Coordinator Adomabea responded that, that section of code was amended to avoid the cluster of billboards in the commercial district and further presented an aerial photo of the proposed site and the cluster of businesses in the area and how the area will look like if billboards are allowed for all the properties. Commissioner McCarty added that the previous code, even if applied, will not permit such development with conditional use as it does not meet the size and height requirements.

- Commissioner Hughes asked if there is any other type of sign that are allowed in the district and coordinator Adomabea responded that the code allows for ground signs, monument signs and wall signs in the commercial district but not billboard signs.
- The applicant inquired about a billboard on a commercial property in town and how it was allowed if code does not allow for billboards in the commercial district and Commissioner McCarthy responded that the code was amended and adopted in January which could imply that the billboard referred to was built before the code amendment. The applicant further asked what could be done and commissioners responded that it would have to go to the city council for a code amendment which takes several months. Commissioner McCarty added that looking at his site plans even if the code is amended back to the previous, he will still not meet code requirement.
- The applicant was informed by Commissioners that what he is asking of the commission cannot be done and discussions concluded.

OTHER:

1. Update on the Preliminary and Final Plat (The Bauer Jackson Addition)

- Community Development Coordinator inquired if Commissioners had any concerns, question or comments with the civil drawings sent to them for the Bauer Jackson Addition and all commissioners responded that they had none.
- Coordinator Adomabea informed Commissioners that a developer's agreement shall be prepared and sent to the applicant.

2. Monthly Building and Zoning Permit Activity

- The Monthly Building and Zoning Permit Activity was presented by Coordinator Adomabea. The meeting was adjourned at 6:35 p.m.

Submitted by: Olivia Adomabea, Community Development Coordinator.

Planning Chairman Talle

Community Development Coordinator Adomabea

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-23**

A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS the City of Eagle Lake is generally authorized to accept donations pursuant to Minnesota Statutes for the benefit of its public recreational services.

WHEREAS the following donation(s) has offered to contribute the cash amounts or items set forth below:

<u>Name of Donor</u>	<u>Items/Amount</u>
Anonymous	\$ 500
Eagle Lake American Legion	\$2,500

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

To be applied towards a basketball hoop for Lake Eagle Park.

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 Eagle Lake, 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.

Passed by the City Council of Eagle Lake, Minnesota this 3rd day of June 2024.

Lisa Norton
Mayor

Attested:

Jennifer J. Bromeland
Administrator

**Temporary License to Sell Liquor in a Contiguous Area
to a Licensed Premises**

Applicant's Name

DAVID DITTRICH

Applicant's Address

^{CELL}
Home Phone

Business Phone

507-257-3353

Name of Licensed Establishment

EAGLE'S NEST

Address of Licensed Establishment

100 2ND ST. NORTH EAGLE LAKE, MN 56024

Describe the dates and hours that the non-enclosed premises will be in operation

JULY 20TH 11AM - 1AM

(Note: Temporary Non-enclosed Premises Licenses may not exceed one three day period)

Briefly describe what barriers will be used to delineate the non-enclosed areas and what methods will be used to prevent removal of beverages outside licensed area.

4 FT HIGH SNOW FENCE AROUND PERIMETER.
STAFF LOCATED AT SOLE ENTRANCE/EXIT

Temporary License to Sell Liquor in a Contiguous Area to a Licensed Premises

Briefly address each of the following concerns:

Type of chairs and/or tables used and their anchoring:

NO CHAIRS OR TABLES

Location and number of sanitary facilities provided:

1 PORT-O-POTTY

Type of beverage container used:

ALL PLASTIC CUPS / ALUMINUM CANS NO GLASS

Number of personnel required to supervise non-enclosed area:

2 STAFF AT ENTRANCE / EXIT


Maximum number of persons who may be present at any one time:

?? 400?

Please attach a scaled drawing showing the following elements:

- Barriers
- Seating
- Ingress and Egress Arrangements
- Sanitary Arrangements
- Any other Pertinent Equipment

Applicant and any and all officers and partners of the licensee will strictly comply with all the laws of the State of Minnesota and all ordinances of the City. Applicant certifies that all information given in this application is accurate and complete.



Signature of Applicant

5-30-24

Date

pd 5-30-24
CL 25485

Temporary License to Sell Liquor in a Contiguous Area to a Licensed Premises

Applicant's Name

Tamie Guentzel

Applicant's Address

Home Phone

Business Phone

507-257-3130

Name of Licensed Establishment

Eagle Lake American Legion Post 617

Address of Licensed Establishment

100 N. 3rd St. Eagle Lake, MN 56024

Describe the dates and hours that the non-enclosed premises will be in operation

Tater Days July 2024

7/18 Thursday 7/19 Friday 7/20 Saturday
3pm - 10pm

(Note: Temporary Non-enclosed Premises Licenses may not exceed one three day period)

Briefly describe what barriers will be used to delineate the non-enclosed areas and what methods will be used to prevent removal of beverages outside licensed area.

- ① Fencing around back parking lot
- ② Gates that can attach to back of building - monitor of entrances/exit
- 3

Temporary License to Sell Liquor in a Contiguous Area to a Licensed Premises

Briefly address each of the following concerns:

Type of chairs and/or tables used and their anchoring:

Picnic tables available in fenced area.

Location and number of sanitary facilities provided:

Building + Pavilion

Type of beverage container used:

Plastic

Number of personnel required to supervise non-enclosed area:

2 or 3

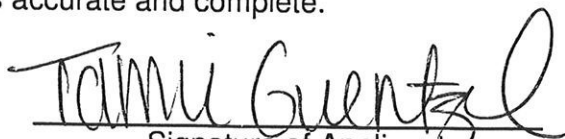
Maximum number of persons who may be present at any one time:

100 - 300

Please attach a scaled drawing showing the following elements:

- Barriers
- Seating
- Ingress and Egress Arrangements
- Sanitary Arrangements
- Any other Pertinent Equipment

Applicant and any and all officers and partners of the licensee will strictly comply with all the laws of the State of Minnesota and all ordinances of the City. Applicant certifies that all information given in this application is accurate and complete.



Signature of Applicant

5/24/24

Date

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-24**

A Resolution Approving Election Judges for the 2024 Primary and General Election

WHEREAS, a Primary Election will be held on Tuesday, August 13, 2024 and the General Election will be held on Tuesday, November 5, 2024; and

WHEREAS, MN Statute 204B.21, subd.2, requires election judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Eagle Lake has one voting precinct; and

WHEREAS, the following individuals have agreed to serve as election judges and have met the qualifications established by the State of Minnesota and will receive the mandated training and will be eligible to serve meeting the qualifications established by the State of Minnesota.

NOW, THEREFORE, BE IT RESOLVED, that the City of Eagle Lake hereby appoints the following persons identified to serve as election judges for the 2024 Primary and General Elections with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party splits;

THEREFORE, BE IT ALSO RESOLVED that the City of Eagle Lake approves payment of an hourly wage of \$10.85 for election judges and that meals shall be provided by the City.

JUDGES:	Kerry Rausch	Jeanne Kumbalek
	Noah Smith	Jan Hughes
	Karla Larson	Rachel Van Aspersen
	Carol Regnier	

THEREFORE, BE IT ALSO RESOLVED, Head Election Judge duties will be performed by Kerry Rausch, Eagle Lake Deputy Clerk and has received Head Election Judge training. The active Head Election Judge shall have authority to designate additional elections judges should an emergency arise.

Adopted by the City Council of the City of Eagle Lake this 3rd day of June 2024.

Lisa Norton, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(SEAL)

TL

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-25**

A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS the City of Eagle Lake is generally authorized to accept donations pursuant to Minnesota Statutes for the benefit of its public recreational services.

WHEREAS the following donation(s) has offered to contribute the cash amounts or items set forth below:

<u>Name of Donor</u>	<u>Items/Amount</u>
Hometown Fitness	\$500
Eagle Lake Expos	\$250

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

To be applied towards the Eagle Lake's Summer Sounds Events.

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 Eagle Lake, 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.

Passed by the City Council of Eagle Lake, Minnesota this 6th day of May 2024.

Lisa Norton
Mayor

Attested:

Jennifer J. Bromeland
Administrator

**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-26**

**A Resolution Accepting the Resignation of Park Board Member Jeremy Horkey from the City of
Eagle Lake, Minnesota**

WHEREAS, Park Board Member Jeremy Horkey has resigned from the City of Eagle Lake's Park Board; and

WHEREAS, the City Council recognizes and appreciates the service from Jeremy Horkey in the role of a Park Board Chair.

NOW THEREFORE, BE IT RESOLVED, the City accepts the resignation of Jeremy Horkey from the City of Eagle Lake's Park Board effective May 21, 2024.

Adopted by the City Council of Eagle Lake, Minnesota this 3rd day of June 2024.

Tim Auringer, Mayor

ATTEST:

Jennifer Bromeland, City Administrator

(S E A L)

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**CITY OF EAGLE LAKE, MINNESOTA
CITY COUNCIL RESOLUTION 2024-27**

A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS the City of Eagle Lake is generally authorized to accept donations pursuant to Minnesota Statutes for the benefit of its public recreational services.

WHEREAS the following donation(s) has offered to contribute the cash amounts or items set forth below:

<u>Name of Donor</u>	<u>Items/Amount</u>
Todd and Diane Substad	Eagle Sculpture

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

To be displayed at a public facility.

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 Eagle Lake, 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.

Passed by the City Council of Eagle Lake, Minnesota this 3rd day of June 2024.

Lisa Norton
Mayor

Attested:

Jennifer J. Bromeland
Administrator



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax


June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: DNR Grant Agreement for Fire Department

Attached is a volunteer fire assistance matching grant agreement from the Minnesota Department of Natural Resources (DNR) for the Eagle Lake Fire Department. A grant award totaling \$5,000 was awarded to the Eagle Lake Fire Department to assist in suppressing wildland fires and other eligible expenditures. There is a 50 percent match requirement. Invoices will be submitted by the deadline.

The Fire Department recently requested the use of one time funding for the purchase of wildland gear. City staff has advised the Fire Department that they need to provide invoices for eligible items prior to submitting to the DNR to ensure grant agreement compliance.

A motion is needed to retroactively approve the acceptance and terms of the DNR grant award.


Jennifer J. Bromeland
City Administrator

Vendor No.0000201481

Contract No. 236468
PO No.240186

3000/R29337VH/R293211

**STATE OF MINNESOTA
GRANT AGREEMENT
Federal Sub-Award Agreement**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Division of Forestry, 500 Lafayette Road, St. Paul, MN 55155 ("State") and CITY OF EAGLE LAKE FIRE DEPT, N26RLJX8T8N5, PO BOX 159, EAGLE LAKE, MN, 56024- ("Grantee").

Recitals

1. Under the State and Private Cooperative Fire Assistance program, USDA Forest Service, CFDA #10.698, Grant #23-DG-11094200-332, the State received a federal award of \$1,356,564.00 on August 16, 2023, for the State and Volunteer Fire Capacity Includes Support for Great Lakes Forest Fire Compact. This project is not a research and development project.
2. Under the State and Volunteer Fire Capacity includes support for Great Lakes Forest Fire Compact and Minnesota Statutes sections 84.026 and 84.085, the State sub-awards \$5000.00 to the Grantee, N26RLJX8T8N5 for the purpose of providing fire department assistance to suppress wildland fires.
3. Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State.

Grant Agreement

1. Term of Grant Agreement

- 1.1. **Effective date:** September 27, 2023
- 1.2. This agreement becomes effective on September 22, 2023, or the date the State obtains all required signatures under Minnesota Statutes 16B.98, subdivision 5, whichever is later. **The Grantee must not begin work under this sub-grant agreement until this agreement is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.** No reimbursements will be made until or upon the date that the final required signature is obtained by the State, pursuant to Minnesota Statutes Section 16B.98, subdivision 5. Per Minnesota Statutes Section 16B.98, subdivision 7, no payments will be made to the Grantee until this grant agreement is fully executed.
- 1.3. **Expiration date:** **June 01, 2024**, or, until all obligations have been satisfactorily fulfilled, whichever occurs first. in the event this grant contract agreement is continued by way of amendment or new agreement, the date the amendment or new agreement is fully executed, whichever is later. The State is to be invoiced on or before **June 15, 2024**, or the contract will be canceled without further notification.
- 1.4. **Survival of Terms:** The following clauses survive the expiration or cancellation of this grant agreement: 9 Liability; 10 Audits; 11 Government Data Practices and Intellectual Property; 13 Endorsement; 14 Governing Law, Jurisdiction, and Venue; 16 Data Disclosure; 19 Monitoring; and 25 Additional Program Requirements.
- 1.5. **Incur Expenses:** This agreement becomes effective on September 22, 2023, or the date the State obtains all required signatures under Minnesota Statutes 16B.98, subdivision 5, whichever is later. **The Grantee must not begin work under this sub-grant agreement until this agreement is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.**

2. Grantee's Duties

The Grantee, who is not a state employee, will:

Complete work specified in Exhibit A: Project Proposal, which is attached and incorporated into this grant agreement.

Highest priority is indicated in the "Office Use Only box" of Exhibit A; however, any of the listed projects or a combination of the listed projects on Exhibit A, may also qualify for this grant with written approval from the State of Minnesota.

Vendor No.0000201481

Contract No. 236468
PO No.240186

3000/R29337VH/R293211

Ensure all equipment acquired through this grant must be used solely for prevention, suppression and control of fire. Report GPS locations of dry hydrants or water facilities constructed under this grant to Shelly Greniger, Rural Fire Programs Assistant, 402 Southeast Eleventh Street, Grand Rapids, Minnesota 55744 or his/her successor.

See Federal Award letter, 23-DG-11094200-332, which is incorporated and made a part of this agreement.

The Grantee will comply with required grants management policies and procedures set forth through Minnesota Statutes Section 16B.97, subdivision 4 (a) (1).

The Grantee agrees to complete the program in accordance with the approved budget to the extent practicable and within the program period specified in the grant agreement. Any material change in the grant agreement shall require an amendment by the State (see Section 7.2).

The Grantee shall be responsible for the administration, supervision, management, record keeping and program oversight required for the work performed under this agreement.

The Grantee is responsible for maintaining a written conflict of interest policy. Throughout the term of this agreement, the Grantee shall monitor and report any actual, potential, or perceived conflicts of interest to the State's Authorized Representative.

3. Time

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant contract, time is of the essence.

4. Consideration and Payment

4.1. **Consideration.** Consideration for all services performed by Grantee pursuant to this grant agreement shall be paid by the State as follows:

4.1.1. **Compensation.** Compensation in an amount not to exceed **\$5000.00**, based on the following computation: See Attachment A

4.1.2. **Matching Requirements.** Grantee certifies that the following matching requirement for the grant will be met by CITY OF EAGLE LAKE FIRE DEPT. The total project cost is \$10,000.00 Grantee agrees to match at least 50% of the total is project cost.

Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without prior written authorization from the State's Authorized Representative.

- (a) The Grantee must submit a written request for authorization no less than 10 business days prior to applying for the new funds or program to the State's Authorized Representative. This request must include the following information: project name, grant contract number, the amount of grant funds to be used, location where grant funds were or will be used, activity the grant funded, and current landowner (if applicable). The project name, location where the new funds will be used, activity to be funded, funding source of the new grant or program, and a brief description of the grant or program being applied for must also be included.
- (b) If the new grant or program will add any encumbrances to the land where grant funds were or will be spent, these encumbrances must be approved in writing by the State's Authorized Representative and the current landowner.

THE TOTAL STATE OBLIGATION FOR ALL COMPENSATION AND REIMBURSEMENTS TO GRANTEE SHALL NOT EXCEED: **\$5000.00.**

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Vendor No.0000201481

Contract No. 236468
PO No.240186

3000/R29337VH/R293211

Funds made available pursuant to this Agreement shall be used only for expenses incurred in performing and accomplishing the purposes and activities specified herein. Notwithstanding all other provisions of this Agreement, it is understood that any reduction or termination of funds allocated to the State may result in a like reduction to the Grantee.

4.2. **Payment.**

The State shall disburse funds to the Grantee pursuant to this agreement **on a reimbursement basis and will** promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: Upon completion by **June 01, 2024.**

4.2.1. **Federal funds.** Payments under this grant agreement will be made from federal funds obtained by the State through the State and Private Cooperative Fire Program, CFDA #10.698, 22-DG-11094200-154, of the Cooperative Forestry Assistance Act of 1978, Public Law 95-313. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

5. **Conditions of Payment**

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. **Authorized Representative**

The State's Authorized Representative is Shelly Greniger, Rural Fire, 402 SE 11th Street, Grand Rapids, MN 55744, (218) 322-2692, shelly.greniger@state.mn.us, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative or his/her designee will certify acceptance on each invoice submitted for payment.

The Grantee Authorized Representative is DAN RUSHMEYER, CHIEF, PO BOX 159, (507) 327-1552, elfdchief@eaglelakemn.com, or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7. **Assignment, Amendments, Waiver, and Grant Agreement Complete**

7.1. **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this grant agreement, or their successors in office.

7.2. **Amendments.** Any amendment to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.

7.3. **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or its right to enforce it.

7.4. **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8. **Subcontractors, Contracting, and Bidding Requirements**

8.1 The Grantee agrees that if it subcontracts any portion of this project to another entity, the agreement with the subcontractor will contain all provisions of the agreement with the State. The Grantee also agrees to comply with [Title 2 Code of Federal Regulations \(CFR\) 200.317](#) and [200.322](#) (if applicable-both apply to state entities only) as well as 2 CFR 200.318-321, and 2 CFR 200.323-326.

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8.2 Per [Minnesota Statute 471.345](#), grantees that are municipalities as defined in Subd. 1 must follow that Uniform Municipal Contracting Law if contraction funds from this grant contract agreement for any supplies, materials, equipment, or the rental thereof, or the construction, alteration, repair, or maintenance of real or personal property.

If the amount of the contract is estimated to exceed \$100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minnesota Statute 16C.28](#), Subd. 1, paragraph a, clause 2.

8.2.1 If the amount of the contract is estimated to exceed \$25,000, but not \$100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minnesota Statute 16C.28](#), Subd. 1, paragraph a, clause 2, and paragraph c.

8.2.2 If the amount of the contract is estimated to be \$10,000-25,000 (\$2,000 for acquisitions of construction that are subject to the [Davis-Bacon Act](#) and \$2,500 for the acquisition of services subject to the [Service Contract Act](#)) the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in [Minnesota Statute 16C.28](#), Subd. 1, paragraph a, clause 2.

8.2.3 Any services and/or materials that are expected to cost less than \$10,000 (see 8.2.2 for thresholds regarding the Davis-Bacon and Service Contract Act) do not require the solicitation of competitive quotations in accordance with [2 CFR 200.320](#). The Grantee must make an effort to equitably distribute these purchases.

8.2.4 Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable

8.2.5 For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minnesota Statute 177.41](#) through [177.44](#) consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

8.3 Nongovernmental organizations must follow the below requirements.

8.3.1 Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.

8.3.2 Any services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids.

8.3.3 Any services and/or materials that are expected to cost between \$10,000 and \$24,999 (\$2,000 for acquisitions of construction that are subject to the [Davis-Bacon Act](#) and \$2,500 for the acquisition of services subject to the [Service Contract Act](#)) must be competitively awarded based on a minimum of two (2) verbal quotes or bids.

8.3.4 Any services and/or materials that are expected to cost less than \$10,000 (see 8.3.3 for thresholds regarding the Davis-Bacon and Service Contract Act) do not require the solicitation of competitive quotations in accordance with [2 CFR 200.320](#).

8.3.5 Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.

8.3.6 For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minnesota Statute 177.41](#) through [177.44](#) consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

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9. Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

10. Audits (State and Single)

Under Minn. Stat. §16B.98, subd. 8 and 2 CFR 200.337, the Grantee books, records, documents, and accounting procedures and practices relevant to this grant agreement are subject to examination by the Commissioner of

Administration, by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement.

All state and local governments, colleges and universities, and non-profit organizations that expend \$750,000 or more of Federal awards in a fiscal year must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit, and Administrative Awards Requirements for Federal Awards. This is \$750,000 total Federal awards received from all sources. If an audit is completed, forward a copy of the report to both the State's Authorized Representative and the State Auditor.

11. Government Data Practices and Intellectual Property

11.1 Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released.

11.2 Intellectual Property Rights (if applicable).

11.2.1 Intellectual Property Rights. The State owns any intellectual property developed with these funds.

The federal awarding agency may receive royalty-free, non-exclusive and an irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so as noted in 2 CFR 200.315.

11.2.2 Obligations.

(A) *Notification.* Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this contract, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.

(B) *Representation.* The Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 9, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the

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intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

12. Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

13. Endorsement

The Grantee must not claim that the State endorses its products or services, and the Grantee must adhere to the terms of 2 CFR 200.315.

14. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

15. Termination

15.1 (a) *Termination by the State*

The State may immediately terminate this grant contract agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

(b) *Termination by The Commissioner of Administration*

The Commissioner of Administration may unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

15.2 *Termination for Cause*

The State may immediately terminate this grant contract agreement if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

15.3 *Termination for Insufficient Funding*

The State may immediately terminate this grant contract agreement if:

(a) Funding for Grant No. **23-DG-11094200-332** is withdrawn by the **USDA Forest Service**.

(b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the grant contract agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

16. Data Disclosure

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

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17. American Disabilities Act

The Grantee is subject to complying with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) and all applicable regulations and guidelines.

18. Non-Discrimination Requirements

No person in the United States must, on the ground of race, color, national origin, handicap, age, religion, or sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under, any program or activity receiving Federal financial assistance. Including but not limited to:

- a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and DOC implementing regulations published at 15 C.F.R. Part 8 prohibiting discrimination on the grounds of race, color, or national origin under programs or activities receiving Federal financial assistance; Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) prohibiting discrimination on the basis of sex under Federally assisted education programs or activities.
- b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), and DOC implementing regulations published at 15 C.F.R. Part 8b prohibiting discrimination on the basis of handicap under any program or activity receiving or benefiting from Federal assistance.
- c) The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.), and DOC implementing regulations published at 15 C.F.R. Part 20 prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance.
- d) Title II of the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination against qualified individuals with disabilities in services, programs, and activities of public entities.
- e) Any other applicable non-discrimination law(s).

19. Reporting Requirements

The Grantee is bound to financial and performance reporting requirements as noted in the federal award letter, #22-DG-11094200-154.

20. Monitoring

The State shall be allowed at any time to conduct periodic site visits and inspections to ensure work progress in accordance with this grant agreement, including a final inspection upon program completion. At least one monitoring visit per grant period on all state grants of over \$50,000 will be conducted and at least annual monitoring visits on grants of over \$250,000.

Following closure of the program, the State's authorized representatives shall be allowed to conduct post-completion inspections of the site to ensure that the site is being properly operated and maintained and that no conversion of use has occurred.

21. Invasive Species Prevention

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

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The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

22. Pollinator Best Management Practices

Habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds are subject to pollinator best management practices and habitat restoration guidelines pursuant to [Minnesota Statutes, section 84.973](#). Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season. Current specific practices and guidelines to be followed for contract and grant work can be found here: [Link to December 2014 version](#).

23. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

- 23.1 The prospective lower tier participant certifies, by submission of this agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 23.2 Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this agreement.

24. Byrd Anti-Lobbying Amendment Certification and Disclosure: (If applicable)

- 24.1 The Grantee certifies that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352
- 24.2 The Grantee shall comply with Interim Final Rule, New Restrictions on Lobbying, found in Federal Register Vol. 55, No. 38, February 26, 1990, and any permanent rules that are adopted in place of the Interim Final Rule. The Interim Final Rule requires the Grantee to certify as to their lobbying activity. Further definition of lobbying can be found in [2 CFR 200.450](#).
- 24.3 If the Grantee engages in lobbying activities with non-Federal funds that takes place in connection with obtaining any Federal award, they will promptly inform the authorized representative, and complete any certifications the authorized representative requires.

25. Whistleblower Protection Rights

41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

(a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239)

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

26. Additional Program Requirements

The grantee must comply with **(insert additional program requirements, state and federal law requirements, requirements of the award, etc.)** as well as the terms and conditions for closeout of the sub-award.

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PO No.240186

3000/R29337VH/R293211

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Statutes 16A.15 and 16B.98.

DocuSigned by:
Shelly Greniger

Signed: _____
September 20, 2023
Date: _____

3. STATE AGENCY

DocuSigned by:
Lundgren, Paul J

By: _____
(with delegated authority)

Title: MN DNR Wildlife Section Manager
October 10, 2023
Date: _____

SWIFT Contract/PO No.: 236468/ 240186

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

DocuSigned by:
[Signature]

By: _____
Title: Fire Chief
September 28, 2023
Date: _____

DocuSigned by:

Jennifer J Bromeland

By: _____
Title: City Administrator
September 28, 2023
Date: _____

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VOLUNTEER FIRE ASSISTANCE MATCHING GRANT PROPOSAL

Complete Mail or email to:

VFAGrants.dnr@state.mn.us

RECEIVED

By Shelly Greniger at 1:31 pm, Jul 03, 2023

APPROVED

By Shelly Greniger at 8:59 am, Jul 14, 2023

Rural Fire Grant Project Proposal
MN Interagency Fire Center
402 SE 11th Street
Grand Rapids, Minnesota 55744

➔ **POSTMARKED NO LATER THAN..... July 1**

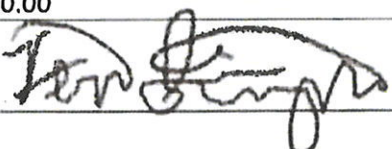
Fire Department: Eagle Lake Fire Department	Name & Title of person filling out form: Spencer Kolles, President
Official FD Mailing Address 101 Plainview Ave, PO Box 159	Telephone Day: Fire Hall: 320-212-2599
City, State Zip: Eagle Lake, MN 56024	Fire Department E-mail (Required) elfdpresident@eaglelakemn.com

- Population directly benefiting from the project: 3000
- Fire Department's protection area (square miles): 21
- Number of fire incidents for the previous year: wildland 5 structural 10 other 160
- Fill in the estimated total cost of the project(s) and the Grand total the dollar amount requested.

\$ <u>18,000</u>	Wildland Personal Protective Equipment	\$	Structural Turnout Gear
\$	Excess Property Equipment Conversion	\$	Radios/Pagers
\$	Wildland Equipment	\$	Breathing Apparatus
\$	Water Movement Items	\$	Safety Equipment
\$	Other Miscellaneous Projects (Describe)	\$	Water Storage System

We are looking at purchasing new wild land gear for our fire fighters. Our current gear is out dated and doesn't fit our current members.

Grand Total Dollars Requested \$5000.00

Fire Department Chief's Signature:  Date: 7-1-2023

OFFICE USE ONLY:

GRANT APPROVED UP TO \$ 5,000.00 APPROVAL DATE: 9/20/2023

PRIORITY IS FOR: Wildland PPE

Modified Project: _____ Approval Date: _____



Minnesota Department of Natural Resources

Conflict of Interest Disclosure

Conflict of Interest:

A conflict of interest occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper or illegal act results from it.

Actual Conflict of Interest:

An actual conflict of interest occurs when a person's decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict. Examples include, but are not limited to:

- One party uses his or her position to obtain special advantage, benefit, or access to the other party's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.
- One party receives or accepts money (or anything else of value) from another party or has equity or a financial interest in or partial or whole ownership of the other party's organization.
- One party is an employee, board member or family member of the other party.

Potential Conflict of Interest:

A potential conflict of interest may exist if a person has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests.

Organizational Conflict of Interest:

A conflict of interest can also occur with an organization that is a grant applicant in a competitive grant process or grantee of a state agency. Organizational conflicts of interest occur when:

- A grantee's objectivity in carrying out the grant is impaired or compromised due to competing duties or loyalties
- A grantee, potential grantee or grant applicant has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors

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This section to be completed by Grantee's Authorized Representative (AR):

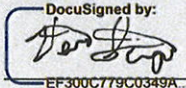
I certify that we will maintain an adequate Conflict of Interest Policy, and throughout the term of our agreement, we will monitor and report any actual, potential, individual, or organizational conflicts of interest to the State's Authorized Representative.

I also certify that I have read and understand the description of conflict of interest above and as of this date (check one of the two boxes below):

- I do not have any conflicts of interest relating to this project.
- I have an actual, potential, individual, or organizational (*indicate below*) conflict of interest. The nature of the conflict is as follows:
None

If at any time during the grant project I discover a conflict of interest, I will disclose that conflict immediately to the State's Authorized Representative.

Grantee AR's Printed Name: Vern Simpson II Date: September 28, 2023

Grantee AR's Signature:  _____
EF300C779C0349A...

Organization Name: Eagle Lake Volunteer Fire Department

Project Name: wild land Gear
Legal Citation: ML _____, Chapter _____, Article _____, Section _____, Subdivision _____

State AR's Printed Name: _____ Date: _____

State AR's Signature: _____

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705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Survey of Location Identified for Future Water Treatment Plant (WTP) Site

Even though the City of Eagle Lake did not receive any state funding this session due to the lack of a bonding bill being passed, it is important to keep moving the process along so that the City remains in a ready position if and when funding does become available. Brian Sarff with Bolton and Menk will be at the meeting this evening to discuss the next step as it relates to completing a survey of the location identified as a potential site for a water treatment plant. The purpose of the survey is to identify utilities, including infrastructure such as gas pipelines, etc. to better determine the viability of the site prior to pursuing land acquisition or preliminary design work.

Moving ahead with a survey does not commit the City to the project. It is a necessary preliminary step in the process to determine site feasibility. It is anticipated that the cost to complete the survey will be \$5,000 or less.

For reference purposes, attached is a drawing showing the proposed general location of a water treatment plant. The City has a five year option to purchase 5 or more acres with Gary and Kim Hiniker for parcel ID R430913400005 that commenced on May 23, 2022, and is set to expire on May 23, 2027.

A motion is needed to approve the proposal from Bolton and Menk.



Jennifer J. Bromeland
City Administrator



R-4309 13400005

5 Year
option to
purchase
5/23/22 -
5/23/27

H:\EAGLE\02128431\CAD\CAD\FIGR-138431-WM-LAYOUT.dwg, 1/7/2023, 3:27:02 PM



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax


June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Safe and Sober Ride Home Program for Tator Days

The Tator Days Committee recently contacted City Hall asking if the City of Eagle Lake will be coordinating a safe and sober ride home program this year during Tator Days. Currently, there are no plans in place to offer safe and sober rides during Tator Days.

For purposes of providing background, the City of Eagle Lake partnered with Toward Zero Deaths (TZD) and its JOYRIDE Program in 2016 and 2019 by donating \$1,000 each year.

Annette Larson, Minnesota TZD Program and Operations Director, and/or Mark Griffith, South Central MN EMS Regional Program Executive Director, will be in attendance to speak to the City Council about JOYRIDE and how the City of Eagle Lake can be a partner.


Jennifer J. Bromeland
City Administrator



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Community Forestry Member Presentation

Nathan Hyde, Community Forestry Member, with the Climate Impact Corps will be at the meeting this evening to talk about forestry related topics and review projects that he has worked on during his service term. Nathan's service term ends July 5.

Attached you will find a tree identification and planting guide and a problematic plants informational guide, both of which were drafted by Nathan.


Jennifer J. Bromeland
City Administrator

Tree Identification & Planting Guide

CITY OF EAGLE LAKE

Nathaniel Hyde | Community Forestry Member | Email: nathaniel.hyde@mnsu.edu



Why Learn Tree ID?

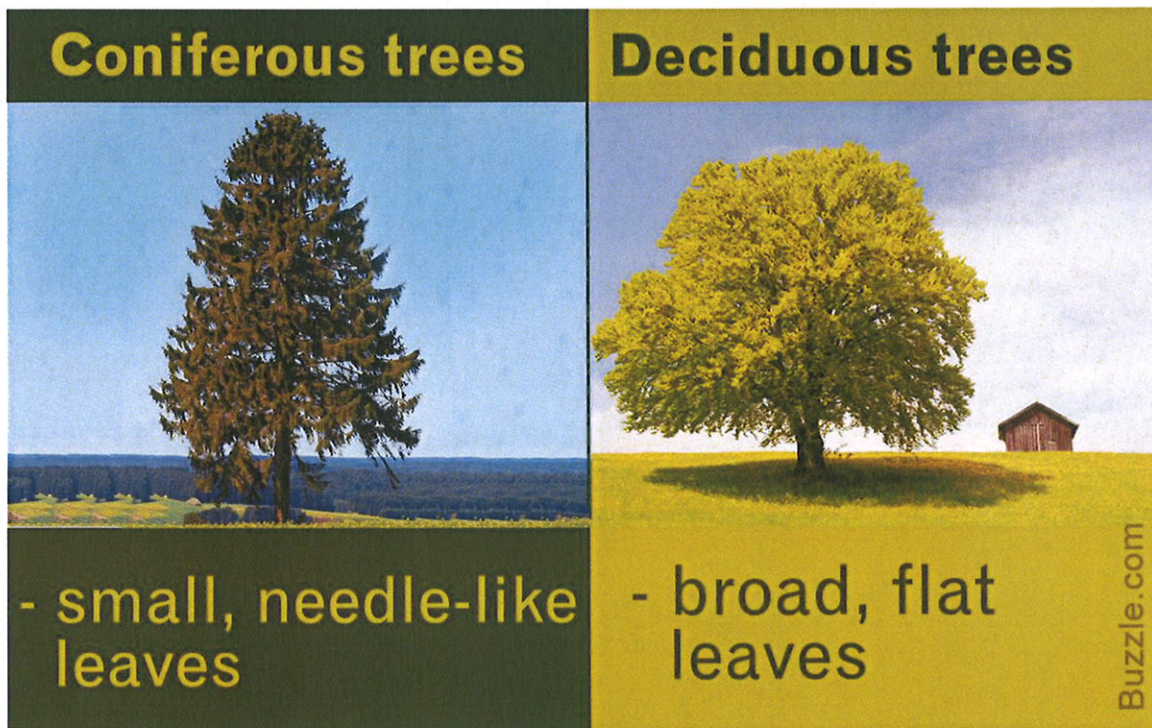
There are many good reasons to learn how to properly identify different types of trees. Here are just a few:

- Trees can tell us about the soil, climate, and other environmental conditions.
- It can be very helpful to know the best trees to plant in an area.
- Trees can be used for different purposes (Lumber, food, paper, medicines, habitat, shade, etc.)
- Some invasive trees can become a problem for native ones.
- Diseased trees are something to look out for as they can die and become a hazard (Emerald Ash Borer – EAB, Dutch Elm Disease – DED, etc.).
- Many different organisms may use certain trees for food or shelter.
- Learning Tree Identification can help you get connected with our natural world!



Coniferous vs Deciduous

A great first step in learning tree ID can be to find out if the tree is coniferous or deciduous. Most **coniferous** trees have evergreen leaves (leaves that stay on the tree overwinter), which are long and thin (have a needle-like appearance). Conifers reproduce via the production of coned seeds (pinecones). They typically have a monopodial growth form (1 single trunk that is upright, with many lateral side branches). Most **deciduous** trees shed their leaves during autumn (few exceptions – most notably some species of oak). These trees reproduce via a wide array of different seed types, many of which are contained within a fruit, which can be fleshy (apple) or dry (walnut). The growth form for most deciduous trees is decurrent (many large stems) which creates rounded, large, spreading crowns.



Bark Types

Looking at the bark color, texture, pattern, or other distinct structures can be a great way at identifying some trees. Many trees can look very similar so just using this may not always be helpful. Using bark characteristics along with leaf type, growth characteristics, etc. will yield the best results when trying to identify a tree. With that said, some trees have very distinct bark colors and patterns and can be easy to recognize. Here are few examples:



Aspens (pictured left) have smooth white bark with black spots (scars). Most Birches (pictured right) look very similar but have more flakey bark with more horizontal markings. Both are native to Minnesota and are often mixed up.



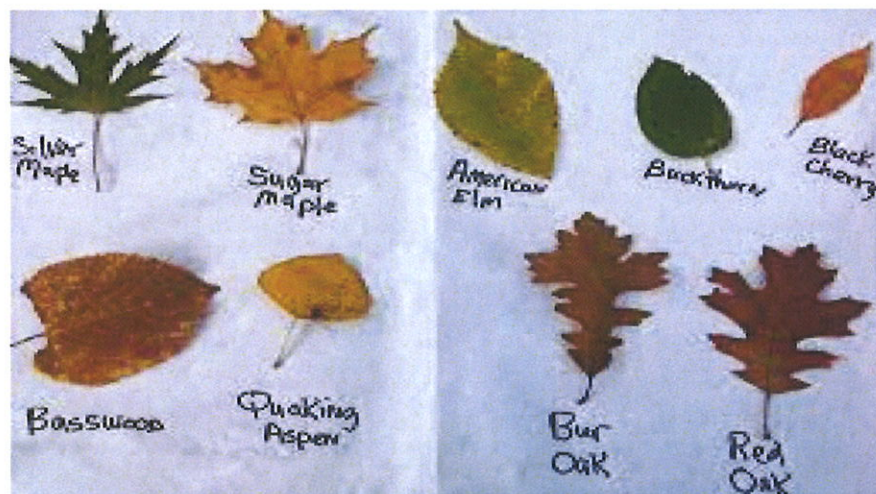
Ash trees (pictured left) are very common in the urban canopy and have a diamond shaped bark pattern with many large ridges. Black walnuts (pictured right) have a very similar diamond pattern but have wider ridges/larger bark strips. Both have very similar compound leaves as well making it hard to distinguish.



Silver maple trees (pictured left) have grey flakey bark strips (looks like its peeling). Hackberry trees (pictured right) have a very distinctive bark with many irregular rough protrusions. Both silver maple and hackberry are examples of trees with very easily identifiable bark.

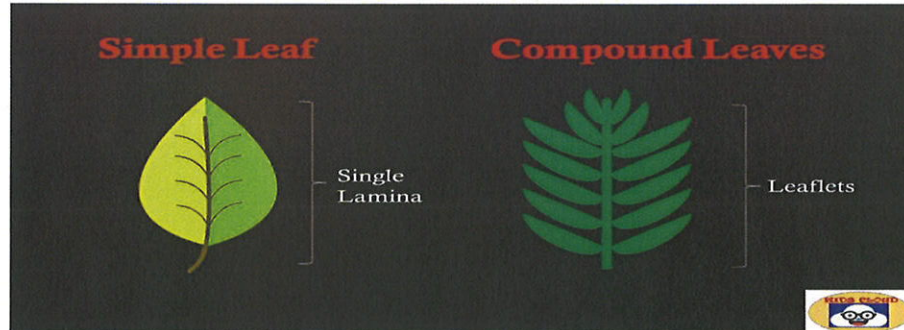
Leaf Types

A better clue than looking at the bark can be to look at the leaves (easier for deciduous trees). Most deciduous tree species have very distinctive leaf types so this can often be the best clue! To best distinguish different leaf types, we can look at the different characteristics a leaf might have, which are: Leaf structure, arrangement, tips, margins, bases, and overall shape.

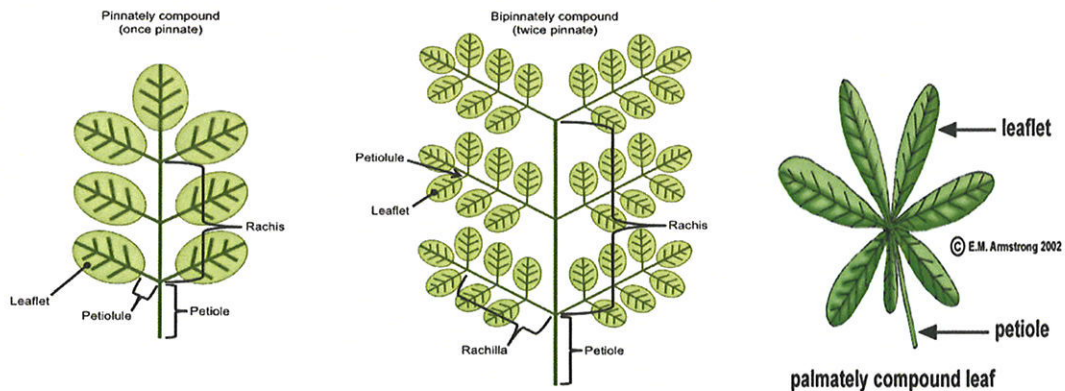


SIMPLE VS. COMPOUND

A very important distinction that can be made is whether a tree has simple leaves or compound ones. Compound leaves can be a lot more complex.



- **Simple:** A single leaf that is directly connected to a branch.
(Examples: Maple, Oak, Dogwood, Catalpa)
- **Compound:** Has multiple leaflets that are connected to a single stem, which then connects to branch. These leaves can have more complex forms as well. Those are palmately, pinnately, or bipinnately compound.
 - **Pinnately Compound:** Leaflets connect to the stem at several locations. (Examples: Ash, Walnut, Hickory)
 - **Bipinnately Compound:** The leaflets themselves are pinnately compound. (Example: Honey Locust)
 - **Palmately Compound:** Leaflets connect to the stem at a single point. (Example: Buckeye)

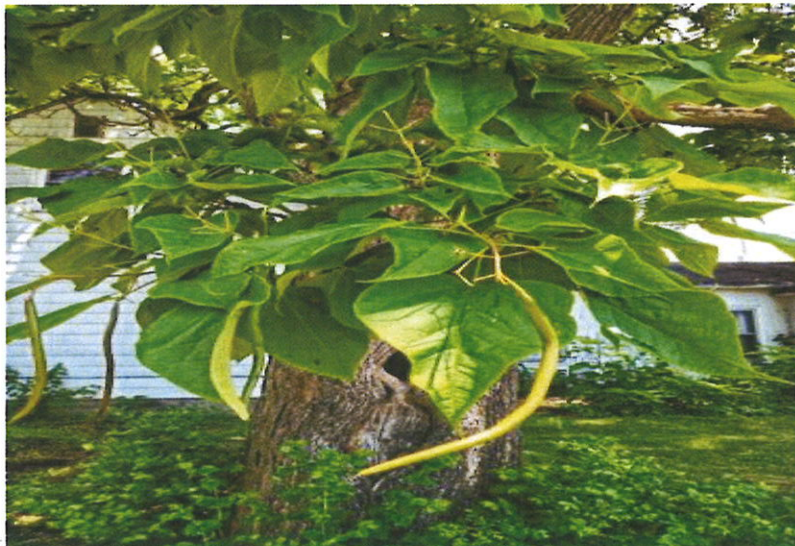


LEAF ARRANGEMENTS



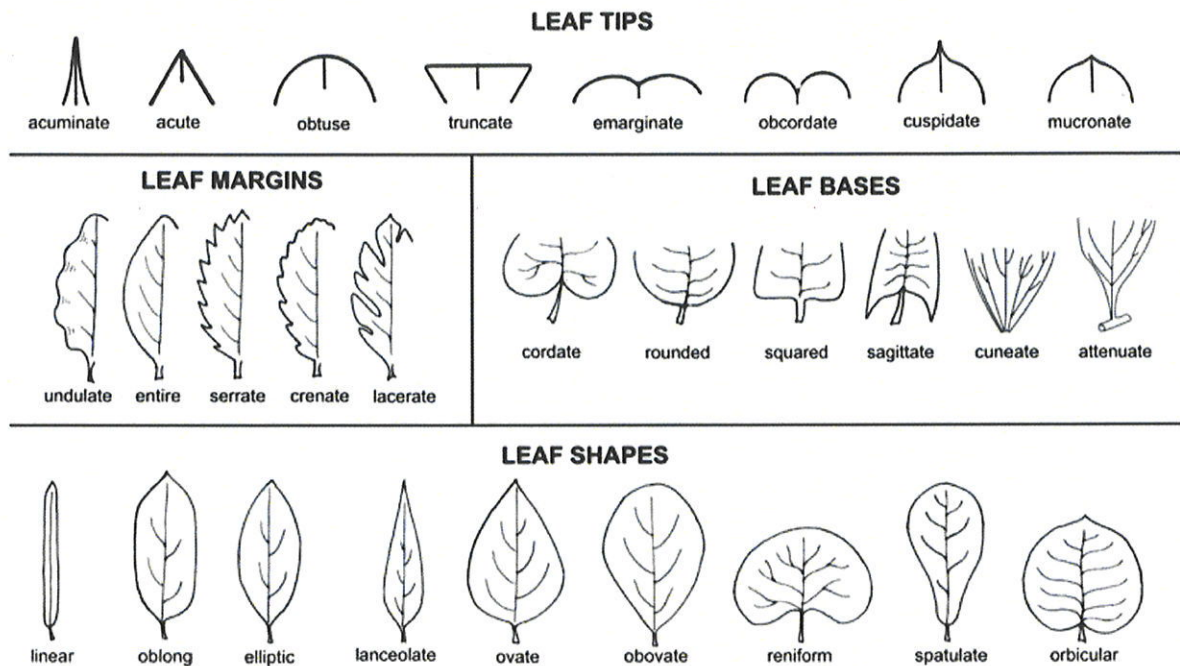
- **Alternate:** leaves connect to the stem one at a time.
- **Opposite:** leaves connect to the stem in pairs.
- **Whorled:** leaves connect to stem in groups.

Most deciduous trees in Minnesota have an alternate leaf arrangement. Very few trees have leaves that are opposite or whorled. The mnemonic device "MADBuck" can be very helpful in identifying trees with an opposite leaf arrangement. "MAD" stands for Maples, Ashes, and Dogwoods while "Buck" stands for Buckeye. Northern Catalpa is one great example of a tree with a whorled leaf arrangement (pictured below).



OTHER CHARACTERISTICS

Leaf tips, margins, bases, and overall shape can be very distinctive clues to help identify a tree as well. Trees in the same family often have very similar leaf characteristics with minor differences. The picture below can be a great resource to help narrowing down different types.



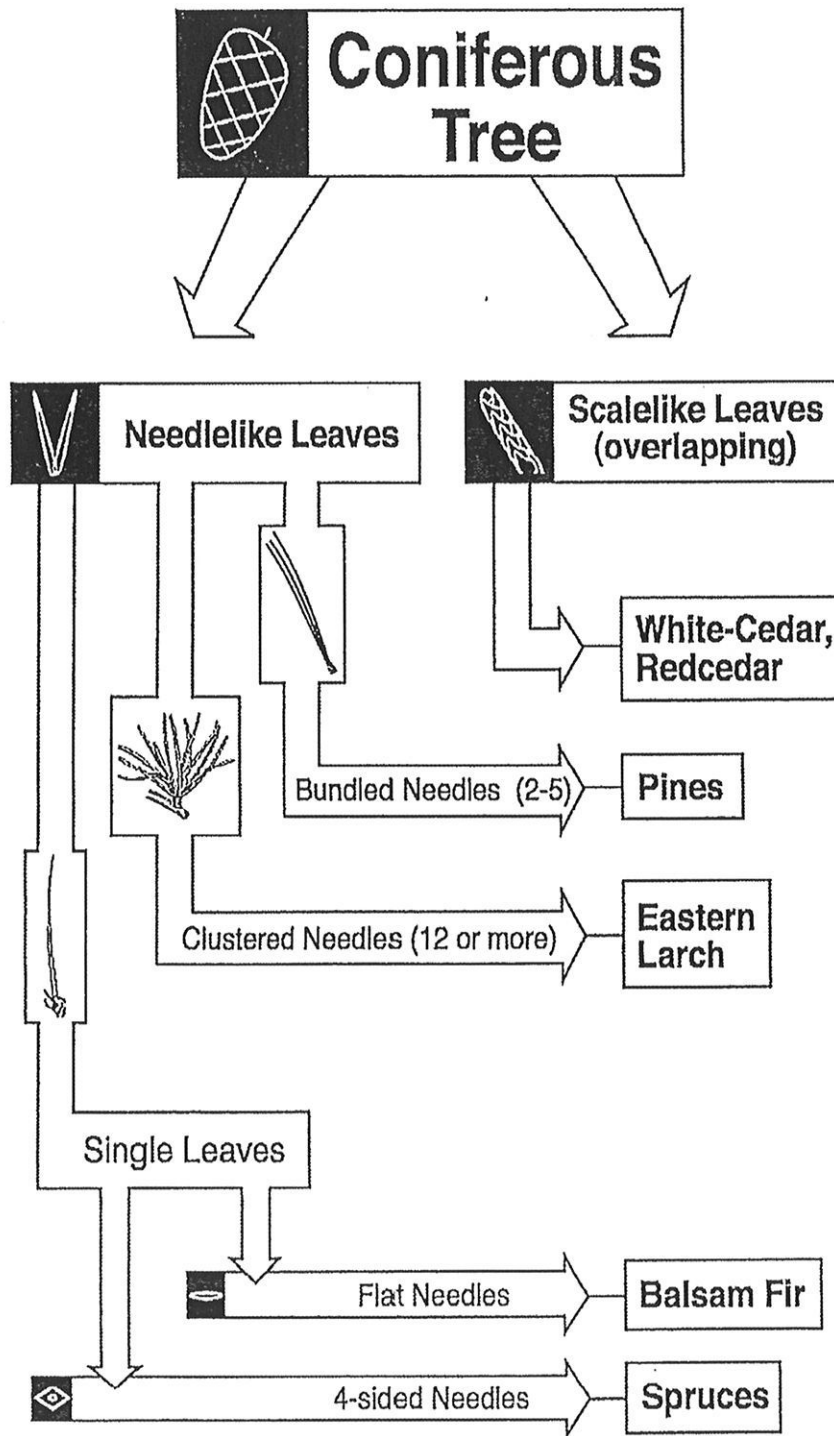
TREE ID RESOURCES

There are many good resources out there to help aid in tree id. Apps like “Plant Net” and “Leaf Snap” are great for identifying all sorts of plants in your area. There are also some amazing guides/keys for identifying Minnesota trees (found below)

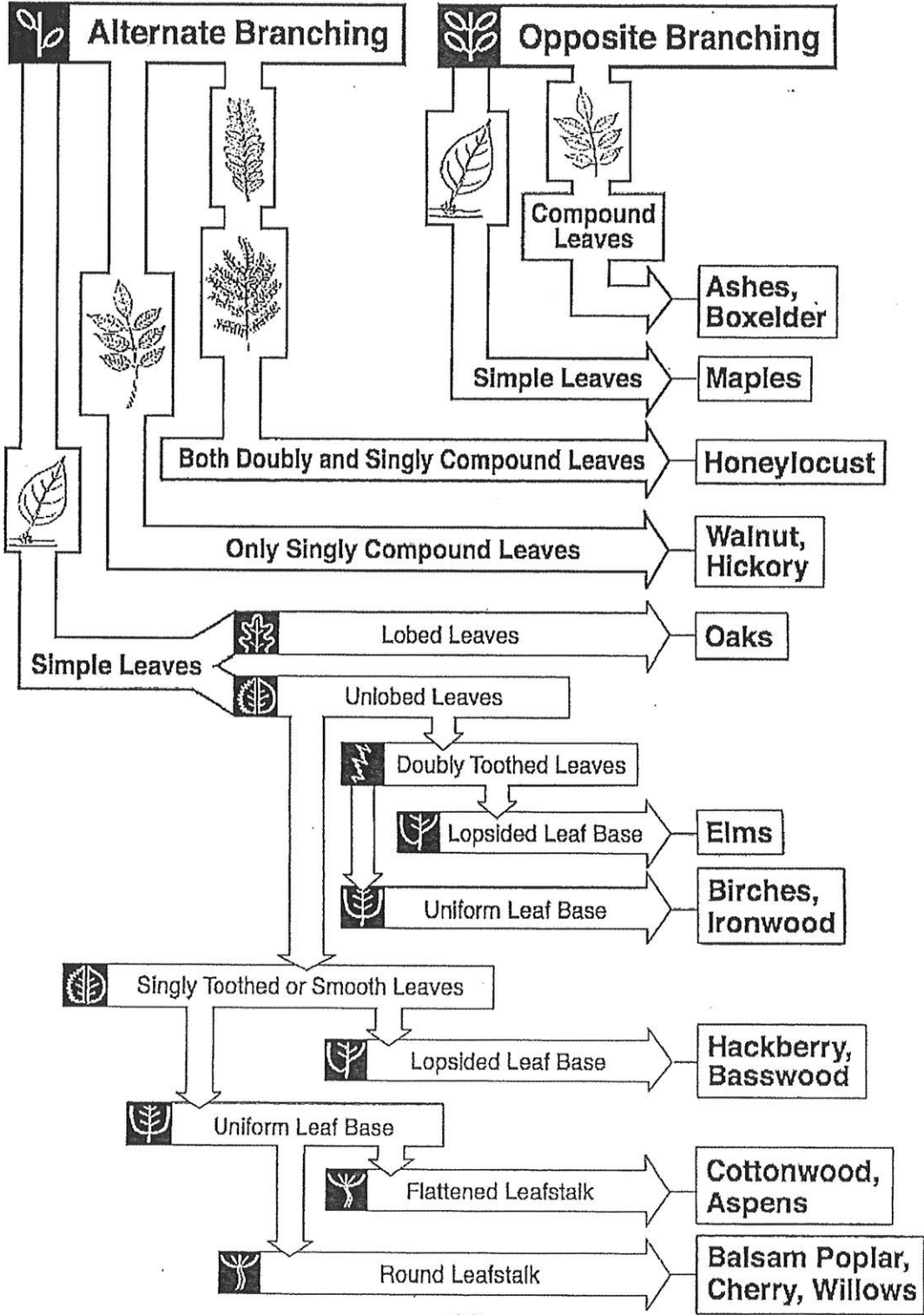
- Tree Identification Guide (Hennepin County)
<https://www.hennepin.us/-/media/hennepinus/residents/conservation/trees-forestry/tree-id-guide.pdf>
- “A Beginners to Minnesota Trees” (UMN)
<https://conservancy.umn.edu/server/api/core/bitstreams/68b94266-7951-4bac-b77b-8bd63c127d94/content>

SHORTCUT GUIDE TO MINNESOTA TREES

Read the signs and follow the arrows to find your tree



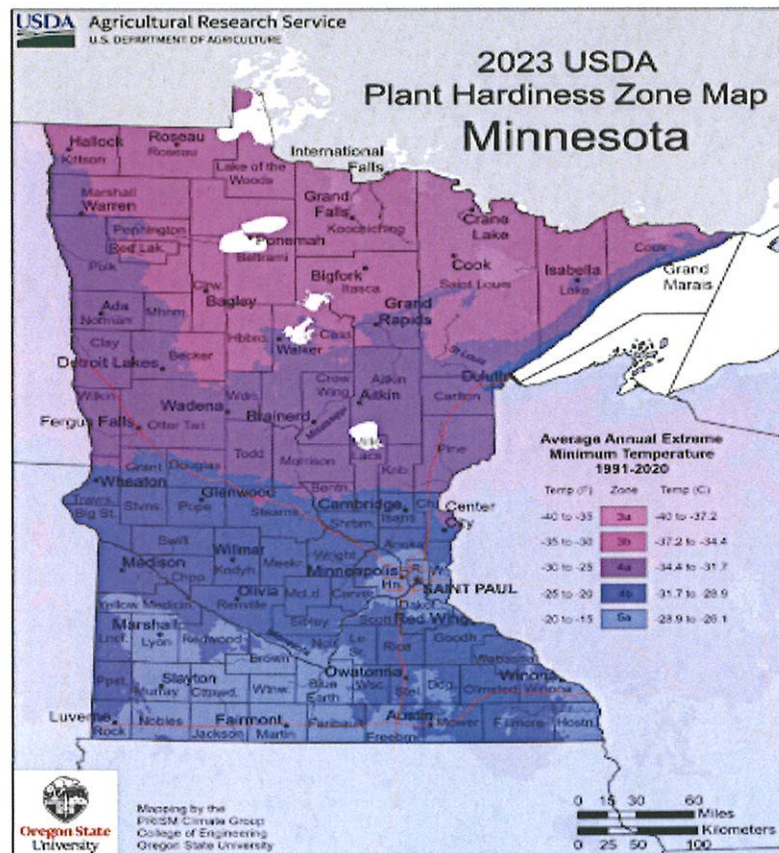
Deciduous Tree



Climate Change Adapted Trees

Our climate is rapidly changing, and the trees are going to start to feel that change soon. The native ranges of many trees will start to shift. More and more trees that are adapted to warmer temperatures will expand farther north. The range for cold adapted trees will most likely shrink with the rising temperatures. It will be important to plant trees that will be adapted for the future in our communities. Minnesota has several plant hardiness zones that all correspond with how well a plant can survive extreme cold temperatures. The lower the number the more adapted for those cold extremes. Southern Minnesota is in the 4b and 5a zones. The link to the full resource for further reading can be found below:

<https://extension.umn.edu/yard-and-garden-news/new-plant-hardiness-zone-map-usda>



According to the Minnesota Department of Natural Resources (MN DNR), the best trees that will do well against climate change (for our region of the state) are listed below. The link to the full resource can be found here:

<https://www.dnr.state.mn.us/treecare/best-native-yard-trees.html>

- **American Elm** (Dutch Elm Disease (DED) resistant variants only)
- **American Basswood/Linden**
- **Boxelder Maple**
- **Bur Oak**
- **Eastern Cottonwood**
- **Common Hackberry**

When planting trees for the future consider maybe planting one of these! Planting other native trees are also acceptable and very much encouraged. Some introduced species that are well adapted for Minnesota's climate may be good choices as well.

Boulevard Trees

It should be noted that some tree species are prohibited for planting by the city (trees along the street). Chapter 5, Section 5.080, Subdivision 5. Street Trees (city code for Eagle Lake), states "Trees used for street planting must be compatible with the local landscape conditions and not presently under disease epidemic. Prohibited tree species include all conifer, evergreen, poplar, box elder, elm, silver maple, fruit bearing trees and any others designed by the city". There are more regulations listed there as well. It can be found on the City of Eagle Lake website under city code and via this link:

<https://eaglelakemn.com/wp-content/uploads/CHAPTER-05.-Subdivision-and-Development-Regulations.pdf>

Choosing the Right Tree

There are some other important factors to consider when choosing the right tree. Those can be the tree's **shade tolerance** (does the tree like full or part sun?), **tree size/available space** (is there enough room for it to grow? Will it be too big? – Area needs to be made sure tree will be clear of aboveground or belowground utilities), **soil conditions/water availability** (is the soil healthy? Does it get enough/too much water? nutrients?), **insect/disease susceptibility** (Are there any disease that might be problematic for the tree species? – EAB? DED?), **tree care** (how much effort will need to be put into caring for the tree after planting – watering, mulching, pruning, etc.). A good resource to refer to can be found here:

https://communitygreening.org/treecare?gad_source=1&gclid=CjoKCOjwpNuyBhCuARIsANJqL9PesyDC5WFeQjqyAmogFFqPxnrRycBwaUnStBXloGXbNVT_q3Mw_oaAo67EALw_wcB

List of Good Minnesota Trees

Minnesota has a total of 53 different native tree species! Those natives (and a few introduced species) are included below and are categorized by family.

CONIFEROUS TREES

- **Cupressaceae** (Cypresses)
 - Red Cedar
 - White Cedar
- **Pinaceae** (Pines)
 - Balsam Fir
 - Tamarack Larch
 - Jack Pine
 - Eastern White Pine

- Red/Norway Pine
- White Spruce
- Black Spruce
- Norway Spruce (Introduced)
- Colorado Blue Spruce (Introduced)
- Eastern Hemlock

DECIDUOUS TREES

- **Betulaceae** (Birches)
 - River Birch
 - Paper Birch
 - Yellow Birch
 - American Hornbeam
 - Hophornbeam/Ironwood
- **Bignoniaceae**
 - Northern Catalpa (Introduced)
- **Cannabaceae** (Hemp Family)
 - Common Hackberry
- **Fabaceae** (Legume Family)
 - Honey Locust (Seedless & Thornless Only)
 - Kentucky Coffee tree (Seedless Only)
 - Amur Maackia
 - Eastern Redbud
- **Fagaceae** (Beech Family)
 - Bur Oak
 - White Oak
 - Swamp White Oak
 - Northern Pin Oak
 - Northern Red Oak

- **Ginkgoaceae**
 - Ginkgo Biloba (Seedless Only) (Introduced)
- **Juglandaceae** (Walnut Family)
 - Black Walnut
 - Bitternut Hickory
 - Shagbark Hickory
- **Malvaceae** (Mallow Family)
 - American Basswood/Linden
- **Moraceae** (Mulberry Family)
 - Red Mulberry
- **Oleaceae** (Olive Family)
 - Green Ash
 - White Ash
 - Black Ash
- **Rosaceae** (Rose Family)
 - Black Cherry
 - Serviceberry
 - Cockspur Hawthorn
 - American Crabapple
 - Siberian Crabapple (Introduced)
 - Mountain Ash
- **Salicaceae** (Willow Family)
 - Quaking Aspen
 - Big-Tooth Aspen
 - Balsam Poplar
 - Eastern Cottonwood
 - Black Willow
 - Peachleaf Willow

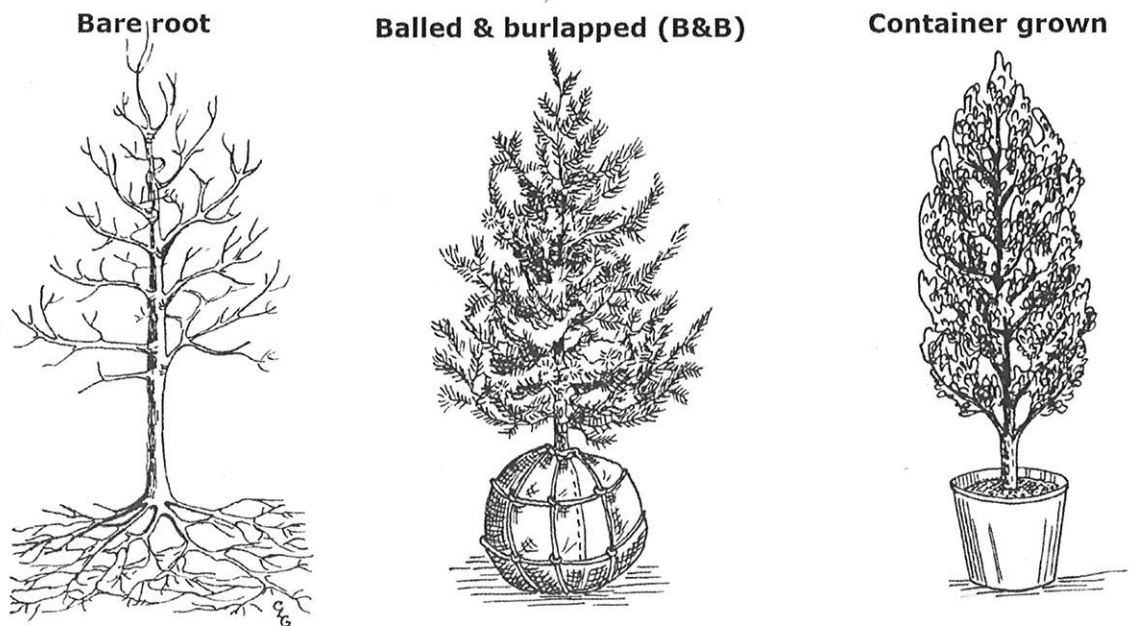
- **Sapindaceae** (Soapberry Family)
 - Boxelder Maple
 - Black Maple
 - Red Maple
 - Sugar Maple
 - Norway Maple (Introduced)
 - Silver Maple
 - Ohio Buckeye (Introduced)
 - Horse chestnut (Introduced)
- **Ulmaceae** (Elm Family)
 - American Elm (Dutch Elm Disease (DED) Resistant Variants Only)
 - Slippery Elm
 - Rock Elm
 - Siberian Elm (Introduced)

Tree Planting Guide

There are a few different ways trees can be grown, stored, and eventually planted. Each differ in the way the root system is grown/stored. These differences can impact the planting process, time of planting (it should be noted the best time to plant any tree is early spring) and the price for the tree. The different root configurations are:

- **Bare root** - larger trees, light and easy to plant, cheaper, takes longer to adapt to new soil, more easily dried out, need to be planted early spring.
- **Containerized** – pre-established in soil, more nutrients, better water retention, healthy, more expensive, heavier/strenuous to plant, can have encircling roots (need to be cut and corrected), can be planted spring-summer.

- **Balled & Burlapped** – similar to containerized stock, reserved for larger trees (conifers), can be planted spring – fall, relatively easy to plant, most expensive.
- **Seedlings** – cheapest option (can get lots easily), very easy to plant (can do lots in a short time), needs more care, low survivability.



There are a few other important things to consider when planting a tree. The most ideal time to plant is in the early spring before the trees start budding and before heavy rains. This will give the tree more time to adapt to its new environment. Planting in the middle of the summer can often be too stressful for a young tree. Trees can experience something called transplant shock if they do not adapt to the new environment right away. It is important to remember to provide care after planting as well. Watering, mulching and eventual pruning will help keep trees in good shape. Happy planting!

Resources

- Beginner's Guide to Tree ID (Earth.com)
<https://www.earth.com/earthpedia-articles/a-beginners-guide-to-tree-identification/>
- Tree ID Guide (Arbor Day Foundation)
<https://www.arborday.org/trees/whattree/>
- Tree Identification Guide (Hennepin County)
<https://www.hennepin.us/-/media/hennepinus/residents/conservation/trees-forestry/tree-id-guide.pdf>
- "A Beginners to Minnesota Trees" (UMN)
<https://conservancy.umn.edu/server/api/core/bitstreams/68b94266-7951-4bac-b77b-8bd63c127d94/content>
- Plant Hardiness Zones (UMN)
<https://extension.umn.edu/yard-and-garden-news/new-plant-hardiness-zone-map-usda>
- Tree Planting Regulations for Street Trees (City of Eagle Lake)
<https://eaglelakemn.com/wp-content/uploads/CHAPTER-05.-Subdivision-and-Development-Regulations.pdf>
- Best Native Yard Trees (MN DNR)
<https://www.dnr.state.mn.us/treecare/best-native-yard-trees.html>
- Choosing the Right Tree (Community Greening)
https://communitygreening.org/tree-care?gad_source=1&gclid=CjoKCOjwpNuyBhCuARIsANJqL9PesyDC5WFeQjqqyAmogFFqPxnrRycBwaUnStBXloGXbNVT_q3Mw_0aAo67EALw_wcB
- Tree Canopy Presentation (City of Eagle Lake)
https://dev.eaglelakemn.com/wp-content/uploads/TREE-CANOPY-PRESENTATION.pdf?_gl=1*nz3rcb*_ga*ODYzMzE4MjI5LjE2OTkyOTEwOTY.*_ga_R16SSJLWWN*MTcxNzAxMDQ5OS4yNy4xLjE3MTcwMTA1MDUuMC4wLjA
- Minnesota Native Trees (MN DNR)
<https://www.dnr.state.mn.us/trees/native-trees.html>

- Minnesota Trees by Family (Wikipedia.com)
https://en.wikipedia.org/wiki/List_of_Minnesota_trees_by_family
- Types of Tree Stock (ISU)
<https://yardandgarden.extension.iastate.edu/article/1999/4-23-1999/bandb.html>
- Tree Planting Guide (Arbor Day Foundation)
<https://www.arboday.org/trees/planting/>
- Planting a Tree (Trees are Good.com)
<https://www.treesaregood.org/treeowner/plantingatree>

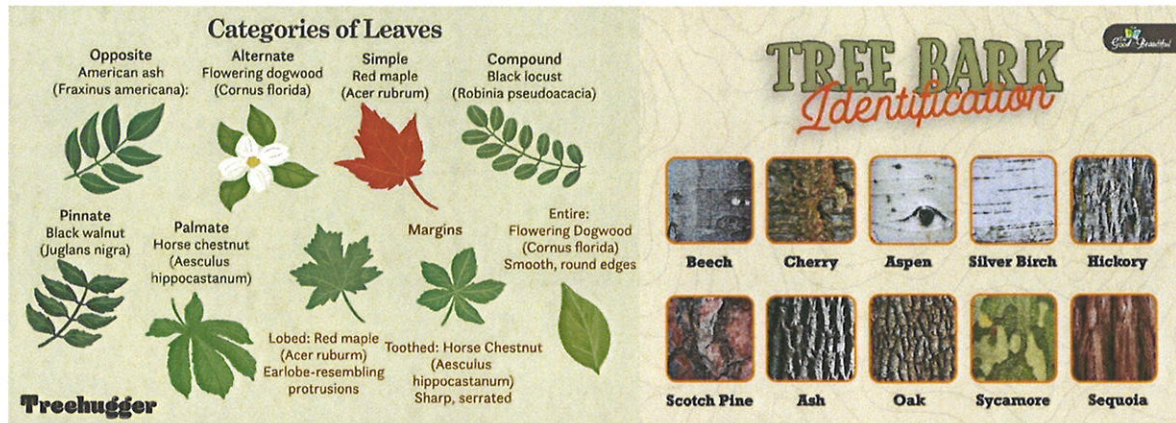
Tree ID & Planting

Why learn Tree ID?

There are many reasons to learn Tree ID! It can help you connect to the natural world around you, understand the benefits trees provide for us, and for other organisms. Knowing different trees can help you plant the best one for you and your environment. It can also help you know what to look for with tree diseases (example: emerald ash borer or EAB). Knowing what uses and benefits different trees provide can also be very helpful.

Things to look for when doing Tree ID

- Deciduous (drops leaves) vs. Coniferous (evergreens)
- Bark type (texture, color, patterns)
- Leaf type (simple vs. compound)
- Leaf characteristics (shape, arrangements, margins, tips, bases)



Choosing the right tree to plant

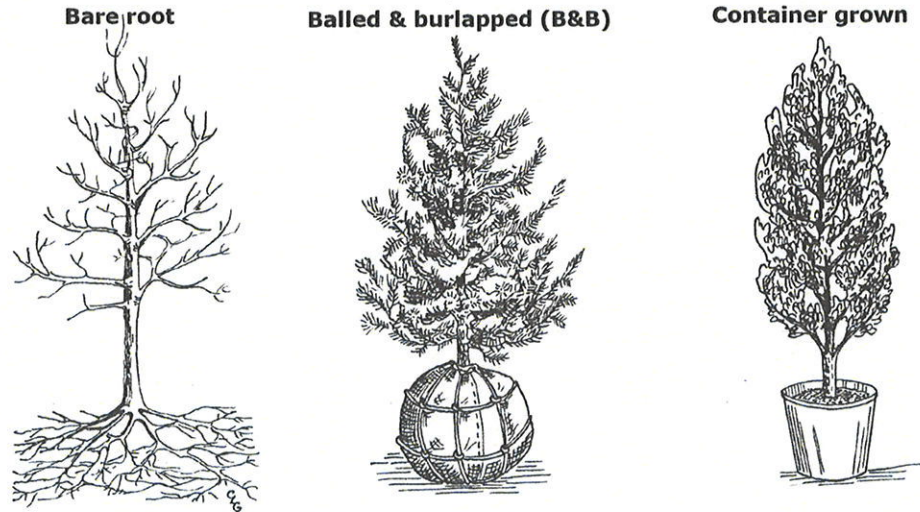
There are a few important things to consider when choosing the right tree. The climate is changing, so choosing a tree that is well adapted for the future can be beneficial. Picking native trees is more encouraged, however some introduced species may be a good option as well. Other factors like shade tolerance, tree size/growth rate, available space, soil conditions, water/nutrient availability, insect/disease susceptibility, and tree care after planting are all necessary in picking the right tree. It should be noted that some trees are prohibited to be planted by the city (boulevard trees). All utilities (aboveground & belowground) must be properly located before any planting.

Tree Planting

There are a few different ways trees can be grown, stored, and eventually planted. Each differ in the way the root system is grown/stored. These differences can impact the planting process, time of planting (the best time to plant any tree is early spring) and the price for the tree. The different root configurations are listed below:

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- **Seedlings** - cheapest option (can get lots easily), very easy to plant (can do lots in a short time), needs more care, low survivability.



If you have any plant related questions (Tree ID, Planting, EAB, Invasive Plants, etc.) or would like a tree species identified, please contact our community forestry member:

- Email: Nathaniel.hyde@mnsu
- Phone: 507-257-3218 (Eagle Lake City Hall)

Resource for further reading on Tree ID & Planting:

INSERT LINK HERE

Minnesota's Problematic Plants Informational Guide

CITY OF EAGLE LAKE

Nathaniel Hyde | Community Forestry Member | Email: nathaniel.hyde@mnsu.edu



Rhamnus Cathartica (Common Buckthorn) Pictured Above

What is a problematic plant?

A weed can be defined as any plant that is undesirable. Problematic plants or noxious weeds are described as being more than just a nuisance or an eye sore, as they can be known to cause harm to natural habitats, native organisms, humans, livestock, or agricultural crops. When left unchecked, these plants can be difficult to manage. Nationwide estimates of damage and control costs of noxious weeds are around \$140 billion every year.

What are some characteristics of problematic plants?

- Can Live in a wide range of environmental conditions.
- Very good at out-competing other plants for natural resources (nutrients, light, water, space to grow).
- High reproductive success (multiple ways of reproducing, produces lots of seeds, rapid seedling growth, long-lived seed dormancy).
- High resistance to control measures (herbicides).

Minnesota Noxious Weed List

The Minnesota Department of Agriculture (MDA) has a list for noxious weeds and has different categories the plants can fall under. The full list can be found on the MDA's website here:

<https://www.mda.state.mn.us/plants-insects/minnesota-noxious-weed-list>

- **Prohibited Eradicate Noxious Weeds** - Not present yet in Minnesota, must be eradicated on all lands within the state, plants/propagating parts cannot be sold or transported.

- **Prohibited Control Noxious Weeds** - Are established in Minnesota or certain regions, must be controlled to prevent spread on all lands within the state, plants/propagating parts cannot be sold or transported (without a permit, unless to be brought to disposal site).

Examples: Wild Parsnip and Poison Hemlock.

- **Restricted Noxious Weeds** - Widely distributed in Minnesota, eradication/control not required by law but is strongly encouraged, cannot be imported, sold, or transported within the state without a permit, unless to be brought to disposal site.

Examples: Common/European Buckthorn and Garlic Mustard.

- **Specially regulated Noxious Weeds** - Native or non-native species that has economic value but has potential to cause harm in non-controlled environments. They also have been determined to pose ecological, economical, or human or animal health concerns.

Example: Poison Ivy.

- **County Noxious Weeds** - Designated by county boards for a plant to be prohibited in that specific county.
- **Federal Noxious Weeds** - All federally listed noxious weeds are prohibited in Minnesota, not all are present in the state.

Prohibited Eradicate All parts of the plants must be destroyed.	Prohibited Control Efforts must be made to stop the plant from spreading.	Restricted Landowners are encouraged to manage the plant's spread.	Specially Regulated Plants have special management plans to minimize harm.
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What are some important problematic plants to know?

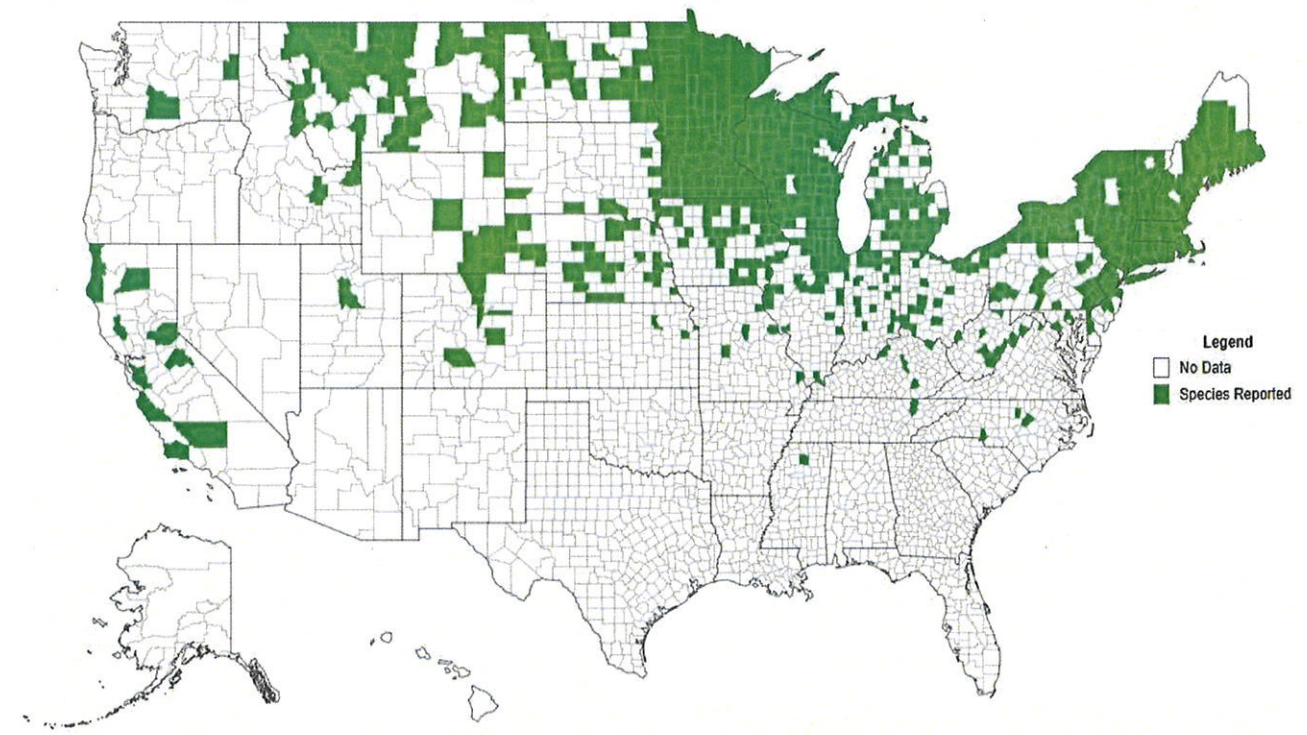
- *Common/European Buckthorn* (widespread in Eagle Lake)
- Garlic Mustard
- Wild Parsnip
- Poison Hemlock
- Poison Ivy

(Other notable plants not covered in this guide: Giant Hogweed, Tree of Heaven, Palmer Amaranth, Dame's Rocket, and Poison Oak)

Common Buckthorn



Rhamnus Cathartica (Common Buckthorn) is an invasive deciduous woody shrub (small tree). It can grow 10-25 feet tall. Common Buckthorn is listed as a restricted noxious weed in Minnesota. It is illegal to sell/transport in Minnesota (unless brought to a disposal site). This plant is native to Europe and was brought over to the U.S. as an ornamental plant (19th century). It was originally used as hedging material. Since its introduction, it has spread and has become naturalized in much of the United States.



WHY IS BUCKTHORN A PROBLEM?

Buckthorn is a nuisance plant. It grows in large clusters and forms dense thickets in forests, yards, parks, and roadsides. This crowds out native plants and displaces the native shrubs and small trees. Buckthorn is very competitive, reproduces very quickly and with a lot seeds. These seeds can often remain dormant in the soil for 2-3 years. This can make it very difficult to manage. The plant is also very shade tolerant and can take over a forest's understory in a few years. Buckthorn also releases chemicals (via pores) that reduce the germination of other plants and speeds up decomposition (leaves bare patches of soil). Buckthorn also has leaves present earlier in the spring and holds its leaves later into the fall/early winter. This allows it to grow when most native species are dormant giving it even more of an advantage.

Invasive Buckthorns



BUCKTHORN IDENTIFICATION

- Bark is dark grey/brown color (has distinctive pores).
- Orange heartwood (“dead” inner most portion of woody stem/branch).
- Yellow Sapwood (living outermost portion of woody stem/branch).
- Small, sharp thorns at ends of twigs (be careful!).
- Leaves are elliptical/oval shape (present earlier and later than most other plants).
- Arranged in sub-opposite, opposite, or alternate pairs.
- Produces fruit (black/red drupes).
- Extensive fibrous root system.
- Multiple stems grow from base.

HOW TO IDENTIFY BUCKTHORN

Look for it in woodlands + savannas + fields + roadsides (almost anywhere)



Buckthorn is named for the twig tip's two buds that often come together like deer hooves. Between the buds, a short thorn grows.



This shrub can grow up to 25 feet! Its gray-brown bark has flakes or cork-like bumps. Nicking the bark will reveal an orange inner tissue.



Buckthorn has glossy, egg-shaped leaves that stay green later in fall than other plants'. Leaf veins curve toward the tip. Leaf edges are toothed.



Dark, round berries develop between July and September. (Be careful not to spread any of those seedy berries! And don't eat them: They're toxic.)

Illustrations by Isaac Passwater for FMR



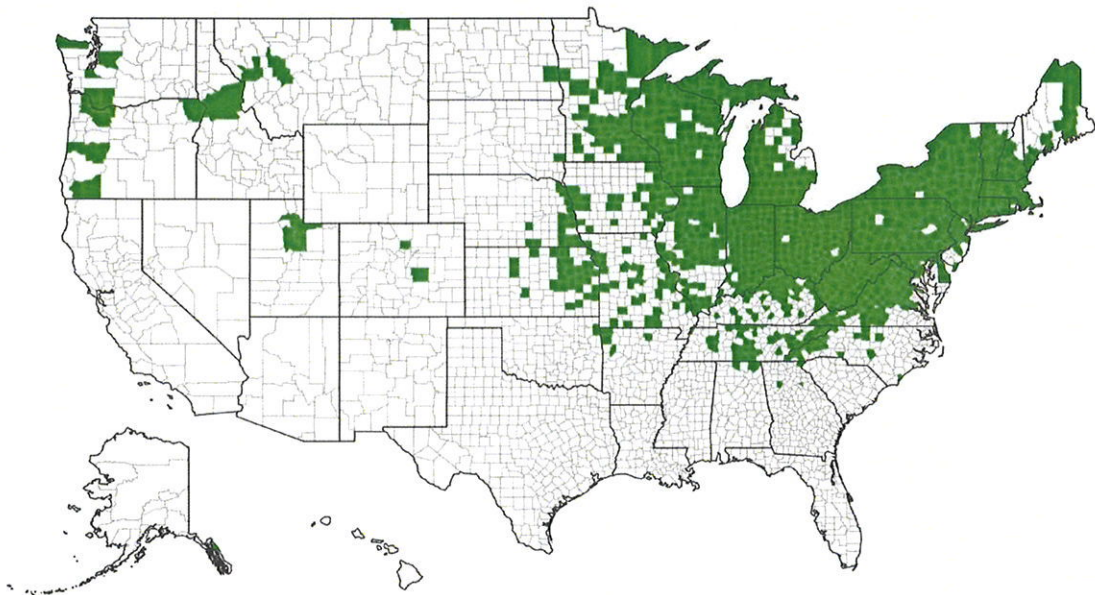
BUCKTHORN MANAGEMENT

Since Buckthorn is so widespread, complete eradication is unattainable and unreasonable. The best thing we can do is to mitigate further spread and remove what we can. Removal of buckthorn is best done with an integrated management technique. Buckthorn plants that produce berries are the most important plants to get rid of to prevent further spread. Smaller buckthorn can be hand pulled. It is important to pull out the root system whenever possible (buckthorn will regrow from root system/stumps left behind). For large buckthorn that cannot be pulled, it is advised to cut as low to the ground as possible. Then an herbicide (with active ingredient Triclopyr or Glyphosate – chemicals will inhibit further plant growth) should be sprayed on remaining stumps. Always follow what the herbicide label says and wear appropriate personal protective equipment (PPE) when spraying. This process needs to be repeated for several years as Buckthorn is fast growing, competitive, and can have seeds that remain dormant in the soil for 2-3 years.

Garlic Mustard



Alliaria petiolate (Garlic Mustard) is an invasive biennial flowering plant (It starts out as an immature seedling for its first year but is a fully mature adult plant that can reproduce by year two). It is listed as a restricted noxious weed in Minnesota. It is illegal to sell/transport in Minnesota (unless brought to a disposal site). This plant is native to Europe and Asia and was brought over to the U.S. in the mid-1800s for culinary and medicinal qualities.



WHY IS GARLIC MUSTARD A PROBLEM?

Just like buckthorn, Garlic Mustard is an aggressive and competitive plant. This plant creates low biodiversity as it takes over. It also emerges earlier in the spring and can take up sunlight, nutrients, and other resources from native plants. Garlic Mustard also reproduces very rapidly and can take over the forest floor, if left unchecked. One single garlic mustard plant can produce anywhere from 350 - 7,000 seeds (depending on the size of the plant). These seeds can remain dormant in the soil for up to 10 years! The root systems of Garlic Mustard releases chemicals that can disrupt the growth of other plants (trees).

GARLIC MUSTARD IDENTIFICATION

HOW TO IDENTIFY GARLIC MUSTARD

Look for it in: woodlands + along waterways + disturbed areas



In its first year, garlic mustard grows in a "basal rosette," without flowers. Its heart-shaped, deep-veined, toothed leaves remain low to the ground.



In its second year, the plant shoots upward (or "bolts" as botanists say) to about 1-3' with alternate leaves. Leaves emit a strong garlic smell when crushed.



At the stem's top, white blooms of four rounded petals grow in clusters an inch or more across. Flowers usually appear in May and June.



Starting around June, flowers turn to fruit: thin pods up to 2" long that curve upward. (Don't spread the oblong black seeds within those pods!)

Illustrations by Isaac Passwater
@isaacpasswaterillustration) for FMR



GARLIC MUSTARD MANAGEMENT

Garlic Mustard is also very elusive and difficult to manage. It can take a long time to clear an area as seeds can remain dormant for up to 10 years. It can be important to reduce the germination of more seedlings to mitigate further spread. It is encouraged to pull as many plants as possible before they seed (early spring). Pulling plants after a recent rain will make it easier to get the root system out of the ground. Pulled plant parts should be tarped on site or bagged.

DIY GARLIC MUSTARD PULL

- 1. Identify plant as Garlic Mustard, making sure to not pull the wrong plant.**


HEIGHT: starts with a "rosette" of leaves in early spring, may grow up to 3 feet tall by late spring.
LEAVES: rounded, heart-shaped, or triangular in shape; scalloped or toothed edges. Leaves smell like garlic when crushed.
FLOWERS: white, 4-petals, April-June
SEEDS: long, thin, green pods begin to show during and after flowering.

Be sure to pull plants before they produce seeds — either before or during flowering!
- 2. Pull from the base of the plant and be sure to remove the entire root from the ground.**

- 3. Plants will continue to flower and set seed even after being pulled — so be sure to put the pulled plants in a bag and throw it in the trash.**
If a bag is not available, twist the plants to separate the stems and leaves from the roots. Leave plants on the trail (if few) or in concentrated piles beside the trail (if many).


Be sure to twist the plants apart!
- 4. Plant destroyed . . . repeat!**



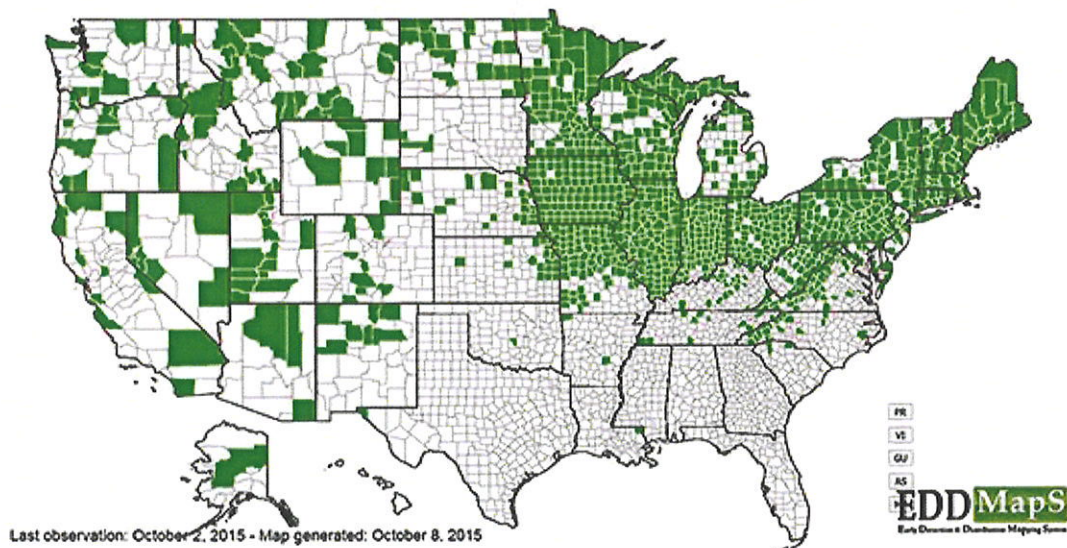
Thank you for helping to restore habitat at our preserves!

Wild Parsnip



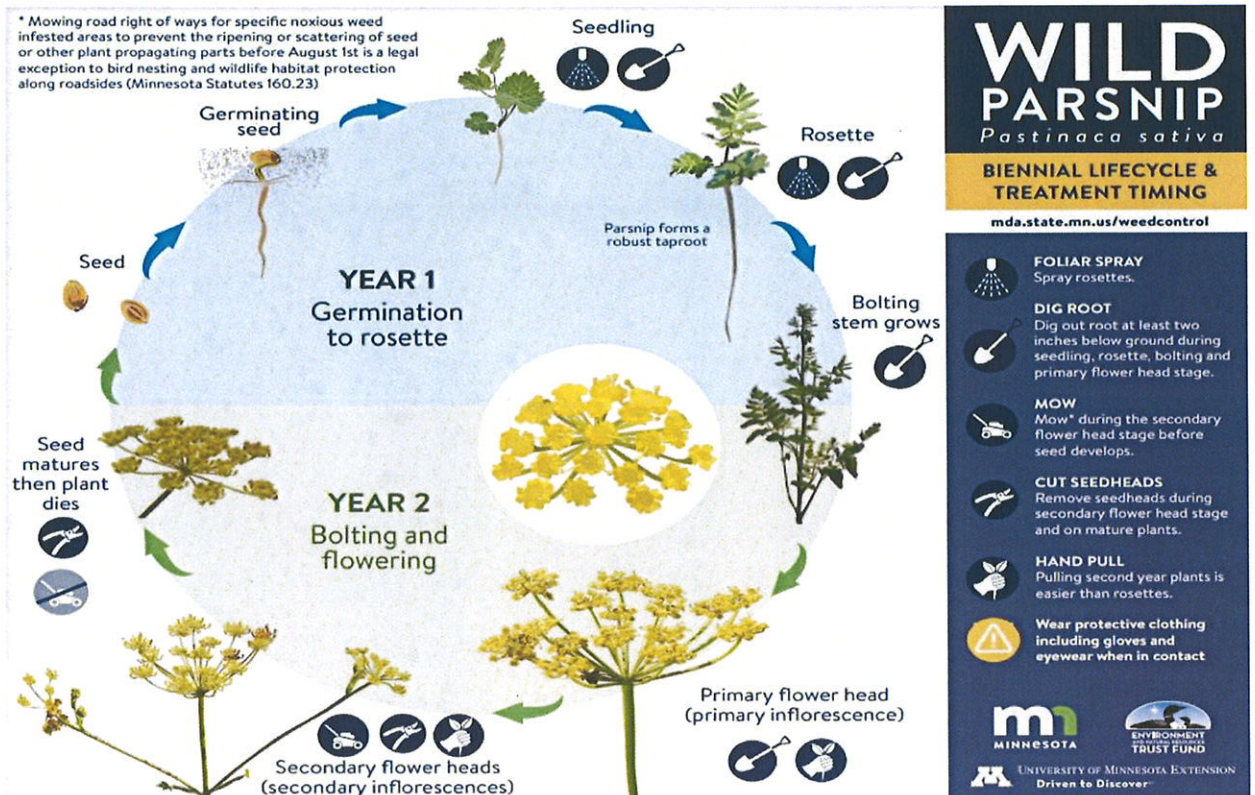
Pastinaca sativa (Wild Parsnip) is a biennial flowering plant (starts out as an immature seedling for their first year but are fully mature adult plants that can reproduce by year two). It is part of the carrot family. Wild Parsnip is listed as a prohibited noxious weed (must be controlled to prevent spread on all lands within the state), plants/propagating parts cannot be sold or transported (without a permit, unless to be brought to disposal site). It is native to Eurasia and has been spread to most of the United States.

Pastinaca sativa



WHY IS WILD PARSNIP A PROBLEM?

Wild parsnip invades and changes disturbed/open habitats. It can survive in a broad range of environmental settings, from dry soils to wet meadows. It is most commonly found growing in roadsides, pastures, and in open fields. This plant creates a sap (present on all parts of plant) that can cause severe chemical burns, blisters, and discoloration. This condition is called phytophotodermatitis, and with it, there is an increased sensitivity to sunlight. If you come into contact with this plant, immediately cover the affected area (keep it out of the sun). Warm water and soap should be used to wash the affected area. If blisters develop, a cool cloth can be used to relieve pain. If burns/blisters are severe seek medical assistance.



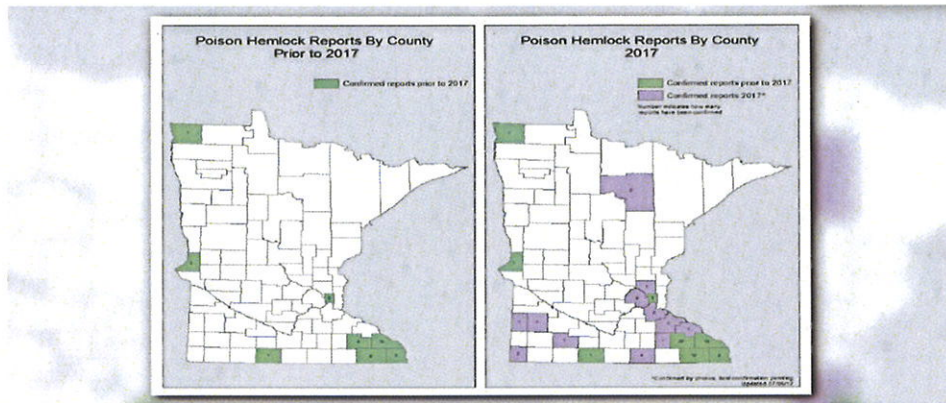
WILD PARSNIP MANAGEMENT

If you think you found Wild Parsnip, AVOID CONTACT WITH YOUR SKIN! Gloves, long sleeved shirts, pants, long socks, shoes/boots, should be worn. Wild Parsnip can be removed by digging up adult plants. Younger plants can be cut/mowed over (do not use a mower on adult plants as the toxic sap can be spread and seeds can be dispersed). Any equipment used should be properly cleaned after use. Herbicides can be a safer and more effective option.

Poison Hemlock



Conium maculatum (Poison Hemlock) is also a biennial flowering plant that is a part of the carrot family. Poison Hemlock and Wild Parsnip both share many similar characteristics. It is listed as a prohibited noxious weed (must be controlled to prevent spread on all lands within the state), plants/propagating parts cannot be sold or transported (without a permit, unless to be brought to disposal site). It is native to Europe and has now spread to much of the United States. It is not very widespread in Minnesota as of now. It is important to be vigilant to reduce further spread.



WHY IS POISON HEMLOCK A PROBLEM?

Poison hemlock can be deadly to humans/livestock if ingested. All plant parts are highly toxic and even the dead canes can remain toxic for up to 3 years. The toxins can be absorbed through the skin. It is very important to wear personal protective equipment (PPE) when dealing with this plant. It is better to avoid it altogether. Symptoms of poisoning include, dilated pupils, uncontrolled shaking, lightheadedness, and vertigo (dizziness). Severe symptoms include a decrease in heart rate, muscle paralysis, central nervous system paralysis, and respiratory failure (will lead to death).



POISON HEMLOCK

Conium maculatum



IDENTIFICATION
Bright green fern-like leaves; small, umbrella-shaped clusters of tiny white flowers; purple blotches on hollow green stalks.



IMPACTS
Acutely toxic to humans, livestock, and wildlife. Aggressive growth; crowds out native vegetation.



MANAGEMENT
Do not mow due to toxins. For small patches, protect skin to pull/dig plants, including entire root. Wash skin immediately afterwards.



**MID-WILLETTE
CWMA**

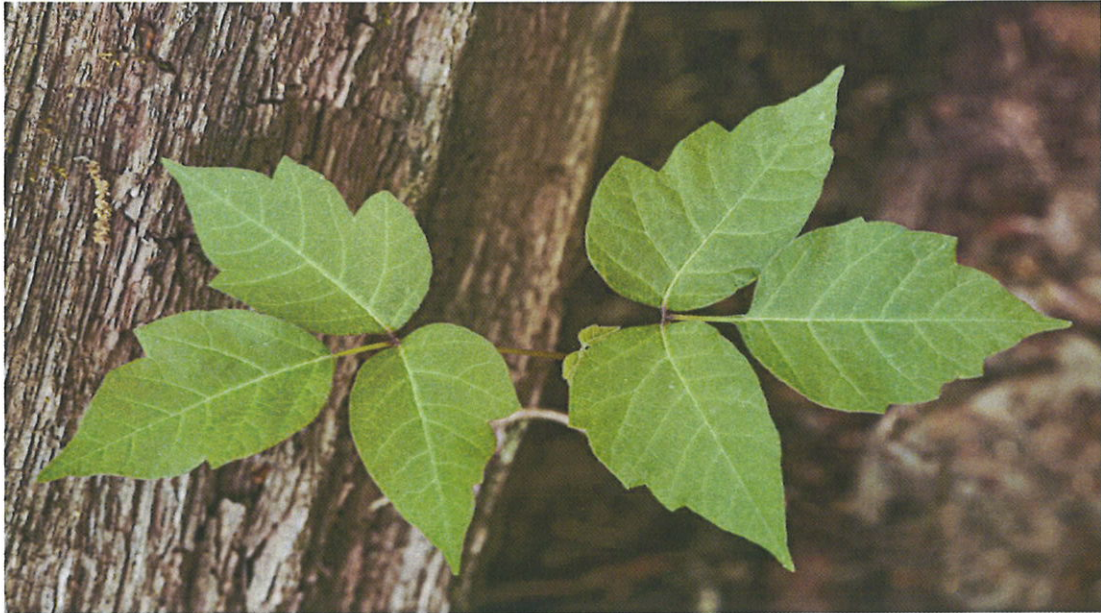
ABOUT US

The Cooperative Weed Management Area partnership connects land managers, increases weed awareness, and supports collaborative weed management efforts. Visit us at marionswcd.net/what-we-offer/mid-willamette-cwma/.

LEARN MORE ONLINE

[WWW.MARIONSWCD.NET/
PLANTS/POISON-HEMLOCK/](http://WWW.MARIONSWCD.NET/PLANTS/POISON-HEMLOCK/)

Poison Ivy



Poison Ivy is an allergenic plant that is native to the North America. There are 2 species of Poison Ivy that are found in the United States (and in Minnesota). Those two species are *Toxicodendron rydbergii* (Eastern US), *Toxicodendron radicans* (Western US). Both species can be found in Minnesota, but the western species *Radicans* is more prominent.

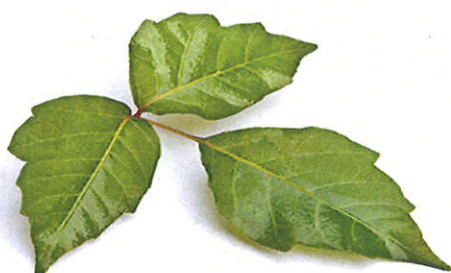
This plant is listed as a specially regulated noxious weed (native plant that has been determined to pose ecological, economical, or human or animal health concerns). Due to public safety concerns this plant must be eradicated/controlled on all public/private spaces where people may go for business/ recreation (trails, right of ways, etc.).

Poison Ivy is a climbing/creeping vine that can be characterized by its three shiny leaflets. There is an expression to remember this: "LEAFLETS THREE, LET IT BE". Skin contact with any part of this plant can lead to severe rashes, blisters and swelling. This reaction is caused by an oily resin called urushiol (also found on Poison Sumac and Poison Oak plants). If you come into contact with this oil the

affected area should be immediately washed to remove it. This may reduce the chances of swelling to occur. Cool baths and lotions can help symptoms. If symptoms do not improve or get worse, medical attention via a doctor is advised.

Poison Ivy, Poison Oak and Poison Sumac

To identify, look at their appearance:



Poison ivy has three leaflets on each leaf and grows as a bush or vine.



Poison oak has three leaflets on each leaf, with rounded tips, and grows like a shrub or vine.



Poison sumac leaves have clusters of seven to 13 leaflets arranged in pairs and grows as a tree.

Resources

Federal Noxious Weed List:

https://www.aphis.usda.gov/plant_health/plant_pest_info/weeds/downloads/weedlist.pdf

Minnesota Noxious Weed List:

<https://www.mda.state.mn.us/plants-insects/minnesota-noxious-weed-list>

<https://cms3.revize.com/revize/kandiyohimn/docs/PublicWorks/Drainage/2023%20Noxious%20Weed%20Booklet%20complete.pdf>

<https://www.revisor.mn.gov/statutes/cite/18.82>

Problem Weeds:

<https://brewerint.com/news-insights/101-guides/problematic-weeds-the-usual-suspects/>

Buckthorn:

https://www.mda.state.mn.us/plants/pestmanagement/weedcontrol/noxiouslist/common_buckthorn

<https://www.dnr.state.mn.us/invasives/terrestrialplants/woody/buckthorn/control.html#:~:text=If%20pulling%20individual%20plants%20is,harm%20grasses%20when%20applied%20properly.>

<https://www.solutionsstores.com/buckthorn-control>

Garlic Mustard:

<https://www.nature.org/en-us/about-us/where-we-work/united-states/indiana/stories-in-indiana/garlic-mustard/>

<https://www.secondwavemedia.com/southwest-michigan/features/Pulling-garlic-mustard-will-help-control-the-invasive-weed-at-Land-Conservancy-nature-pr-052220.aspx>

Poison Hemlock & Wild Parsnip

<https://blueearthcountymn.gov/Blog.aspx?IID=289>

https://nyis.info/invasive_species/wild-parsnip/

https://www.mda.state.mn.us/plants/pestmanagement/weedcontrol/targetplants/elimtar_getplants/poisonhemlock

<https://kingcounty.gov/en/legacy/services/environment/animals-and-plants/noxious-weeds/weed-identification/poison-hemlock>

Poison Ivy

<https://my.clevelandclinic.org/health/diseases/10655-poison-plants-poison-ivy--poison-oak--poison-sumac>

<https://www.fda.gov/consumers/consumer-updates/outsmarting-poison-ivy-and-other-poisonous-plants>

Problematic Plants

What are Problematic Plants?

Problematic Plants are known to cause harm to natural habitats, native organisms, humans, livestock, or agricultural crops. These plants are often good at outcompeting native plants for resources, have high reproductive success and are hard to get rid of, if left unchecked. The Minnesota Department of Agriculture (MDA) has a list of noxious weeds found in the state. It is illegal for these plants to be imported, sold, or transported within the state (unless to a disposal site/with a permit). Being able to identify some problematic plants can be a good skill to have. Being able to identify and remove these plants is even more helpful. Mitigating the spread of these plants can be very beneficial for the community.

Good Plants to Know

- **Common/European Buckthorn** - small tree/shrub, black berries, thorns, smooth-round leaves that grow early spring and stay into late fall/early winter.
- **Garlic Mustard** - white flowers, heart shaped leaves and deep veined leaves, bolting stems.
- **Wild Parsnip** - yellow flowers, grooved stems, bolting stems.
- **Poison Hemlock** - white flowers, fern like leaves, purple blotches on hallow green stalks.
- **Poison Ivy** - climbing/creeping vine, three-shiny leaflets.



Why is it beneficial to know these plants?

Some plants can be harmful to humans and pets so knowing how to identify those can be very beneficial. Other plants, while not harmful to you, can be detrimental to native plants and the natural environment. Many of these plants take over areas as they are invasive. Knowing how to identify those is a great first step in mitigating further spread. A healthy ecosystem with thriving native plants and animals will help as climate change becomes more impactful in the future.

What should you do if you find some of these plants?

It is best to avoid plants like poison ivy, poison hemlock, and garlic mustard altogether as they can be harmful to you and your pet. Informing the city/forestry member is a good idea for those. For plants like buckthorn and garlic mustard, removal can be done yourself. When dealing with problematic plants remember to wear necessary personal protective equipment (PPE), long sleeves/shirts, gloves, no open toed shoes, etc. Remember to regularly clean all tools and equipment used in removals.

If you have any plant related questions or would like a tree/weed species identified, please contact our community forestry member:

- Email: Nathaniel.hyde@mnsu
- Phone: 507-257-3218 (Eagle Lake City Hall)

Resource for further reading on Problematic Plants (Common/European Buckthorn, Garlic Mustard, Wild Parsnip, Poison Hemlock, & Poison Ivy):

- INSERT LINK HERE



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Petition for Detachment Received for Parcel ID R121007200001

Attached is a Property Owner Petition for Detachment of Property from a City received from Daryl and Cynthia Guentzel, owners of Parcel R121007200001.

The only way to detach land that is already part of a city (remove it from the city boundaries) is with the approval of the Municipal Boundary Adjustment Unit. To qualify, the land must be adjacent to the city's boundaries, rural in character, and not developed for urban-residential, commercial, or industrial purposes. The subject parcel is situated within the City of Eagle Lake, abuts the municipal boundary, and is in the County of Blue Earth.

The petitioned area abuts on the City's north boundary. The property proposed for detachment is rural in character and not developed for urban residential, commercial, or industrial purposes.

The reason detachment is being requested as per the petitioners is that since the annexation took effect in 2019, the property ownership has changed. The petitioners state that they have no intention of developing the property and wish to maintain its rural character by keeping it in crop production.

The number of acres in the property proposed for detachment is 78.90.

Per City staff's research with the Municipal Boundary Adjustment Unit and also after reviewing reference materials authored by the League of Minnesota Cities related to detachment, it appears that after receiving a detachment notice, the town board for the town to which the land is proposed to be attached may submit a resolution stating that the town board supports, opposes, or is neutral to the petition. The failure to submit a resolution before any required hearing is deemed a position of neutrality. City staff reached out to LeRay Township to inquire about whether a detachment notice was received and if any action was taken. No response has been received to date. If both the City and Township submit a resolution opposing the petition, a hearing must not be held, and the chief administrative law judge shall deny the petition. In any other case, a hearing shall be held. The chief administrative law judge shall order parties to participate in a mediation session.

The chief administrative law judge shall divide the costs of the mediation and hearing in an equitable manner, but unless the chief administrative law judge makes specific findings as to why a party shall be responsible for a greater share, the petitioning landowners are responsible

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for at least 50 percent of the total costs. It is entirely reasonable to expect fees in the range of \$10,000 or higher for mediation and a hearing.

City staff did speak with a representative of the Guentzel family to ask if there might be an interest in creating a rural service district to allow the parcel to be taxed at a lower rate. The representative indicated that while the rate of taxes is a concern, they do not wish to pursue a rural service district since they have no plans to develop the parcel and wish to keep it in crop production.

Also attached is a copy of the joint resolution for orderly annexation which was adopted in 2019. Per Section 9, there is a reversion clause which states that should the property not be developed and retain its rural character thirty six months after the execution of the agreement, the property shall revert to the LeRay Township. It further states that the parties agree to follow the detachment process as outlined in Minnesota Statute Section 414.06.

Options include supporting the petition or opposing the petition.

Discussion should ensue.


Jennifer J. Bromeland
City Administrator

**PROPERTY OWNER PETITION FOR DETACHMENT
OF PROPERTY FROM A CITY**

IN THE MATTER OF THE PETITION FOR DETACHMENT OF
CERTAIN LAND FROM THE CITY OF EAGLE LAKE, MINNESOTA
PURSUANT TO MINNESOTA STATUTES § 414.06

TO: Office of Administrative Hearings
Municipal Boundary Adjustment Unit
P. O. Box 64620
St. Paul, MN 55164-0620

Pursuant to the 2012 amendment to Minn. Stat. § 414.06, the petitioner(s) shall also provide a copy of this petition to:

- 1) the city from which the land may be detached;*
- 2) all property owners who have not signed this petition;*
- 3) the clerk of the town to which the property may be attached if granted;*
- 4) the clerk of any other abutting town or city; and*
- 5) the county recorder in the county in which the land is located.*

PETITIONERS STATE: The number of petitioners required by Minnesota Statutes § 414.06, Subd. 1, to commence this proceeding is: all of the property owners if the area is less than 40 acres; or 75% or more of the property owners in number if the area is more than 40 acres.

It is hereby requested by:

 all of the property owners, the area is less than 40 acres; or
 X 75% or more of the property owners, the area is more than 40 acres;
to detach certain properties described herein from the City of Eagle Lake and make a part of the Township of Le Ray.

1. There are 2 property owners in the area proposed for detachment.
2. 2 property owners have signed this petition. (If the land is owned by more than one person, all must sign the petition to represent all owners.)
3. The property is situated within the City of Eagle Lake, abuts the municipal boundary, and is located in the County of Blue Earth.
The petitioned area abuts on the city's N S E W (circle one) boundary(ies).

4. The property proposed for detachment is rural in character and not developed for urban residential, commercial, or industrial purposes.
5. The reason detachment is requested is since the annexation took effect on November 21, 2019, property ownership has changed. The current owners have no intention of developing the property to be included in the City of Eagle Lake and wish to maintain its rural character and keep it in crop production.
6. Summarize what efforts were taken prior to filing this petition to resolve the issues: Annexation documents stated the parcels would return to the township if no development occurred within 36 months. The City of Eagle Lake has expressed no opinion on whether the property is annexed. The next step was for the landowners to file a petition for detachment.
7. The number of acres in the property proposed for detachment is 78.90 and is described as follows:

Tract 1 The Southeast Quarter of the Northeast Quarter of Section 7, Township 108, Range 25, Blue Earth County, EXCEPTING therefrom PARCEL 4 of BLUE EARTH COUNTY HIGHWAY RIGHT OF WAY PLAT NO. 44, said plat being of record and on file at the Blue Earth County Recorder's Office, Blue Earth County, Minnesota. This tract contains 38.19 acres of land and is subject to any and all easements of record.

Tract 2 That part of Government Lot 2, Section 7, Township 108, Range 25, Blue Earth County, Minnesota, described as follows: Commencing at the East Quarter corner of said Section 7; thence North 00 degrees 40 minutes 01 seconds West, (Minnesota County Coordinate System-Blue Earth County Zone-HARN NAD83 1996), along the East line of the Northeast Quarter of said Section 7, a distance of 1316.22 feet to the northeast corner of the Southeast Quarter of the Northeast Quarter of said Section 7; thence South 89 degrees 48 minutes 59 seconds West, along the North line of the Southeast Quarter of the Northeast Quarter of Section 7 and along the North line of said Government Lot 2, a distance of 1323.72 feet to a point at the northeast corner of said Government Lot 2, said point being the point of beginning of the tract to be described; thence continuing South 89 degrees 48 minutes 59 seconds West along said North line 856.80 feet to a point that is distant 25.69 feet westerly of the southeasterly corner of the Schneider Second Subdivision, according to the plat thereof on file and of record with the Blue Earth County Recorder; thence South 35 degrees 19 minutes 34 seconds West, 1615.37 feet to a point on the south line of said Government Lot 2; thence North 89 degrees 50 minutes 20 seconds East, along said South line, a distance of 1802.24 feet to the southeast corner of said Government Lot 2; thence North 00 degrees 29 minutes 44 seconds West along the East line of said Government Lot 2 a distance of 1315.67 feet to the point of beginning. This tract contains 40.15 acres of land and is subject to any and all easements of record.

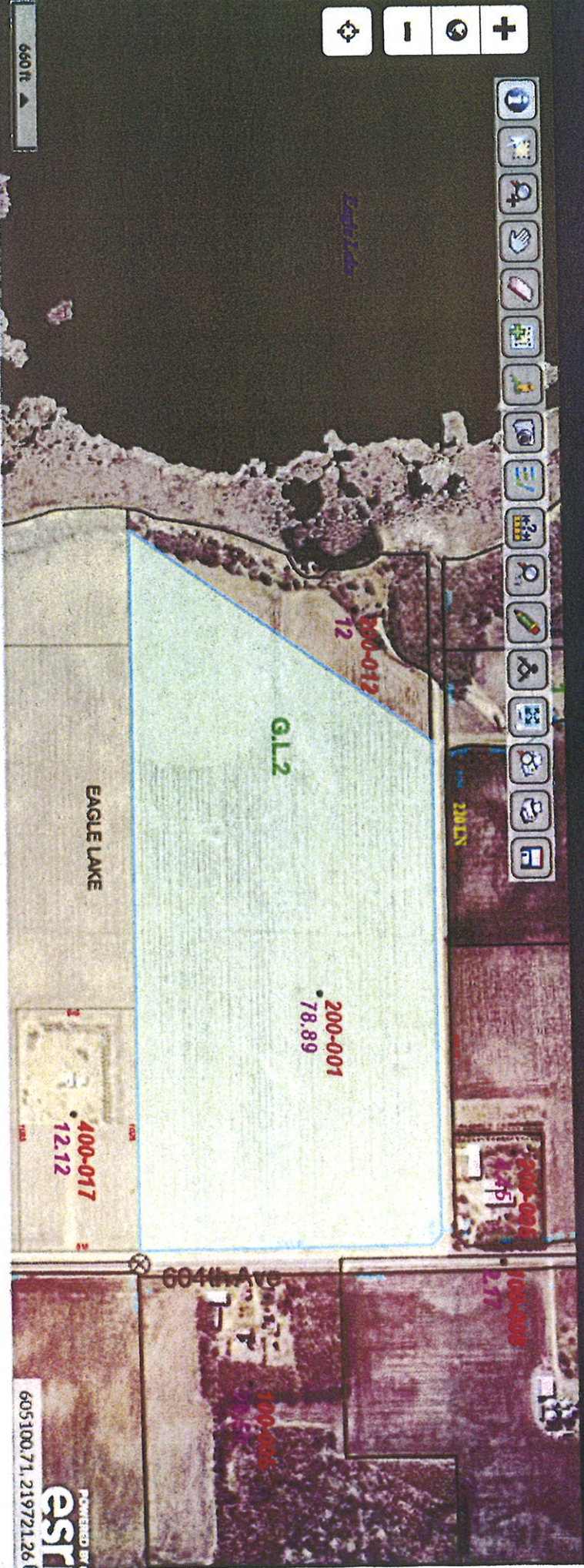
8. The number and character of buildings on said property is: 0
9. The number of residents in the area proposed for detachment is: 0
(The number of residents is not necessarily the same as number of owners.)
10. Public improvements on said property are: None

Date: 5/1/24


Property Owner DARYL GUENTZEL


Property Owner CYNTHIA GUENTZEL





660 ft

Parcel ID R121007200001
 Sec/Twp/Rng 07/108/25
 Property Address
 District
 Brief Tax Description

Class 2AREM-Agricultural Homestead - Remainder
 Acreage 78.9

Owner Address GUMENTZEL DARYL N & CYNTHIA M
 22083 604TH AVE
 EAGLE LAKE MN 56024

EAGLE LAKE CITY SCH 0077
 SE 1/4 OF NE 1/4 & GOV LOT 2 EX BEG W 25.69" OF SE COR OF SCHNEIDER SECOND SUB, SW 1615.37', W 90', N ALONG LAKE EDGE 1600', E 810', & EX BEC
 HWY ROW PLAT NO 44 SEC 7 TWP 108 RG 25 78.9 AC

Application.aspx?AppID=387&layerID=5678&PageTypeID=1&keyValue=R121007200001#

POWERED BY
esri
 605.100.71.219721.26

LeRay Township Resolution 2019- /
City of Eagle Lake Resolution 2019-25

JOINT RESOLUTION FOR DESIGNATION OF AN AREA IN NEED OF
ORDERLY ANNEXATION FROM LERAY TOWNSHIP TO THE CITY OF
EAGLE LAKE AND FOR A DESIGNATION OF AN AREA FOR
IMMEDIATE ANNEXATION PURSUANT TO MINNESOTA STATUTES
SECTION 414.0325

WHEREAS, the City of Eagle Lake (hereinafter the "City") and LeRay Township (hereinafter "Township") deem it necessary and appropriate that they work together to develop and implement a process for the orderly and controlled growth of the City and Township; and

WHEREAS, the City and Township agree that municipal governments must efficiently provide governmental services in areas that are developed for residential, commercial, industrial and governmental purposes; and

WHEREAS, a joint notice of intent to designate the area for annexation was published on July 20, 2019;

WHEREAS, the Board of Supervisors of LeRay Township passed this resolution on October 8, 2019;

WHEREAS, the City of Eagle Lake passed this resolution on September 9 2019;

WHEREAS, the Township and City are in agreement as to approving the designation for orderly annexation and request immediate annexation to the City of Eagle Lake, certain land legally described in the attached Exhibit A and graphically described on Exhibit B (hereinafter the "Orderly Annexation Area" or "OAA") in accordance with the same terms set forth herein; and

WHEREAS, Minnesota Statute Section 414.0325 provides a procedure whereby the City of Eagle Lake and LeRay Township may agree on a process of orderly annexation of a designated area; and

WHEREAS, the parties agree that should the developer determine that it will not improve the property, or pay for the full costs of the improvement, and the property has not changed its current character, then the parties agree that they will cooperate with a detachment of the property from the City of Eagle Lake pursuant to Minnesota Statute Section 414.06; and

WHEREAS, the City of Eagle Lake and LeRay Township have agreed to all terms and conditions for the annexation of the Property and the signatories hereto agree that no alteration of the designated area is appropriate and no consideration by the Chief Administrative Law Judge is necessary. The Chief Administrative Law Judge may review and comment, but shall within thirty (30) day, order the annexation in accordance with the terms of the resolution.

NOW THEREFORE, BE IT RESOLVED, jointly by the City Council of the City of Eagle Lake and the Township Board of LeRay Township as follows:

1. **Designation of Orderly Annexation Areas.** The City and Township here designate the following areas as in need of orderly annexation pursuant to Minnesota Statutes, Section 414.0325: See Exhibit A and Exhibit B attached and incorporated herein. The parties agree that this property shall be immediately annexed.

2. **Acreage/Population/Zoning.** The immediate annexation property consists of approximately 220 acres, the population is 2, upon annexation the Property shall be zoned as follows:

Any land annexed to the City of Eagle Lake in the future shall be placed in the A-1, Agricultural District, until placed in another district by action of the City Council after recommendation of the Planning Commission. Once developed, the land will be zoned for mixed use development.

3. **Jurisdiction.** The Township and the City, by submission of this joint resolution to the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, confers jurisdiction upon the Chief Administrative Law Judge as to accomplish annexation of the Immediate Annexation Property in accordance with the terms of this resolution.

4. **Municipal Reimbursement.** The City and the Township agree pursuant to Minnesota Statute Section 414.036, reimbursement from the City to the Township shall occur for the taxes collected on land annexed into the City, according to the following schedules and thereafter all tax revenues will be the property of the City. All percentages are to be multiplied by the Township's share of property taxes from such annexed property in the year in which such property is annexed:

Property Tax payments to Township:

2019 \$3,655.89
2020 \$3,655.89

2021	\$3,655.89
2022	\$3,655.89
2023	\$3,655.89
2024	\$3,655.89
2025	\$3,655.89
2026	\$3,655.89
2027	\$3,655.89
2028	\$3,655.89
2029	\$3,290.30
2030	\$2,924.71
2031	\$2,559.12
2032	\$2,193.53
2033	\$1,827.95
2034	\$1,462.36
2035	\$1,096.77
2036	\$731.18
2037	\$365.59
2038 and onward	\$0.00

That the City shall make three annual payments for the amounts due in 2019, 2020 and 2021. In 2022 the remaining payments will be paid to the Township.

The first three payments once they have been paid shall be the property of the Township.

5. **Township Road.** The proposed property is accessed through a road owned by the Township and described in Exhibit C. The City agrees to maintain the Township road described in Exhibit C as long as the property described in Exhibits A and B remain in the City. Should the property revert back to the Township the road will be the responsibility of the Township. The City will return the road in the same condition that it is currently in.

6. **Review and Comment.** The City and the Township agree that upon the receipt of this resolution passed and adopted by each party, the Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the immediate annexation of the immediate annexation area in accordance with the terms of this resolution.

7. **Provision of Utilities to Annexed Properties.** In the event that the City provides municipal sewer service to any rural residential zoned properties annexed under the terms of this agreement, the City shall not require any such property to connect to the municipal sewer system for a period of seven years from the date of the most recent septic certification provided that the system does not fail in that seven year time period.

8. **Building Inspection.** Upon annexation of the orderly annexation property described in Exhibit A and B, all new building permits shall be issued and

administered by the City. All building permits already issued by the effective date of this agreement shall continue to be administered by the Township, until a certificate of occupancy is issued. The Township shall provide building permits and site plans for annexed properties to the City.

9. Reversion. Should the property not be developed and retains its rural character, thirty-six months after the execution of this agreement the property shall revert to back to the Township. The parties agree to follow the detachment process as outlined in Minnesota Statute Section 414.06.

Adopted by affirmative vote of all of the members of the LeRay Township Board of Supervisors this 6 day of October, 2019

LERAY TOWNSHIP

By: Paul Baer
Chairperson
Board of Supervisors

By: Ken M. Hundt
Township Clerk

CITY OF EAGLE LAKE

Adopted by affirmation vote of all of the member of the City Council of Eagle Lake this 9 day of September, 2019.

By: [Signature]
Tim Auringer, Mayor

By: Jennifer Bromeland
Jennifer Bromeland, City Administrator

Exhibit A

to

**LeRay Township Resolution 2019-1
City of Eagle Lake Resolution 2019-25**

Legal Descriptions

Parcel No. R12.10.07.326.003 (C L Dauk Family LLP – 23.70 acres) and Parcel No. R39.10.07.400.010 (C L Dauk Family LLP – 134.39 acres):

E 1/2 SE 1/4 and SW 1/4 SE 1/4 and Government Lot Number 3 and the E 1/2 of Government Lot Number 4, all in Sec. 7-108-25.

Except the following tracts:

1. That part of the Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) of Section Seven (7), Township One Hundred Eight (108) North, Range Twenty-five (25) West, Blue Earth County, Minnesota, described as follows, to-wit: Commencing at the Southwest corner of said Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4), thence East along the South line of said Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) a distance of 707.63 feet to the intersection of Blue Earth County Road No. 17 and the centerline of the driveway, bearing North, which provides access to the parcel or real estate herein described, thence North along the centerline of said driveway a distance of 355 feet to the true point of beginning; thence East along a line parallel with the South line of said Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) a distance of 169 feet, thence North along a line parallel with the West line of said Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) a distance of 280 feet, thence West along a line parallel with the South line of said Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) a distance of 260 feet, thence South along a line parallel with the West line of said Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) a distance of 280 feet, thence East along a line parallel with the South line of said Southwest Quarter (SW1/4) of the Southeast Quarter (SE1/4) a distance of 91 feet, more or less, to the point of beginning, and including an easement to the grantees across the existing driveway for ingress to and egress from the above described tract of land.
2. A tract of land located in the Southeast Quarter of Section 7-108-25, described as follows: Commencing at the Northeast corner of the Southeast Quarter of Section 7-108-25, thence Westerly along the Northerly line of said Southeast Quarter 580 feet, thence Southerly and parallel with the Easterly line of said Southeast Quarter 65 feet to the point of beginning of the parcel to be described; thence continuing South, parallel with the East line of said Southeast Quarter 446 feet, thence West 487 feet, thence North 446 feet, thence East 487 feet to the point of beginning, containing 5 acres of land more or less. Together with a permanent access easement for driveway purposes from County Road No. 27, running thence Westerly to the parcel of land described herein.
3. Part of the East Half of Government Lot 4 and part of the Southwest Quarter of the Southeast Quarter all in Section 7, Township 108 North, Range 25 West, Blue Earth

County, Minnesota, described as: Beginning at the Southeast corner of Government Lot 4; thence South 89 degrees 59 minutes 32 seconds West (assumed bearing) on the South line of Government Lot 4, a distance of 656.45 feet to the Southwest corner of the East Half of Government Lot 4; thence North 00 degrees 04 minutes 14 seconds West on the West line of the East Half of Government Lot 4, a distance of 602.99 feet to the centerline of a 15 foot wide waterway; thence North 55 degrees 44 minutes 19 seconds East on the centerline of said 15 foot waterway, 94.00 feet to the centerline of a 25 foot wide waterway; thence South 80 degrees 01 minutes 41 seconds East, on said centerline, 175.00 feet; thence South 74 degrees 23 minutes 16 seconds East, on said centerline, 217.00 feet; thence South 71 degrees 32 minutes 55 seconds East, on said centerline, 96.00 feet; thence South 62 degrees 42 minutes 36 seconds East, on said centerline, 76.00 feet; thence South 41 degrees 44 minutes 00 seconds East, on said centerline, 64.00 feet; thence South 21 degrees 02 minutes 50 seconds East, on said centerline, 60.00 feet; thence South 02 degrees 54 minutes 11 seconds East, on said centerline, 99.00 feet; thence South 00 degrees 14 minutes 08 seconds West, on said centerline, 120.00 feet; thence South 03 degrees 00 minutes 05 seconds East, on said centerline, 179.52 feet to a point on the South line of the Southeast Quarter of Section 7; thence North 89 degrees 58 minutes 17 seconds West, on said South line, 38.52 feet to the point of beginning. Contains 9.21 acres of land being subject to right-of-way for LeRay Avenue across the southerly boundary and is also subject to and together with any and all easements of record.

4. That part of the Southwest Quarter of the Southeast quarter, Section 7, Township 108 North, Range 25 West described as follows;

Commencing at the southwest corner of said Southwest Quarter of the Southeast Quarter; thence South 89 degrees 58 minutes 17 seconds East, assumed bearing, along the south line of said Southwest Quarter of the Southeast Quarter, 62.56 feet to the point of beginning; thence continuing South 89 degrees 58 minutes 17 seconds East, 502.08 feet to a southerly right of way line of Trunk Highway Number 14; thence North 00 degrees 03 minutes 04 seconds East, along said right of way, 61.58 feet to a point on a 511.37 foot radius curve to the left, having a central angle of 24 degrees 21 minutes 23 seconds and a 215.75 foot chord which bears North 77 degrees 52 minutes 20 seconds East; thence on said curve, also being along said right of way, 217.39 feet; thence North 06 degrees 01 minutes 12 seconds East, along said right of way, 117.38 feet; thence North 48 degrees 02 minutes 38 seconds West, along said right of way, 31.60 feet to the point of curvature of a 2446.48 foot radius curve to the left, having a central angle of 19 degrees, 42 minutes, 18 seconds; thence on the curve, along said right of way, a distance of 841.36 feet; thence South 00 degrees 14 minutes 08 seconds West, 509.61 feet; thence South 03 degrees 00 minutes 05 seconds East, 180.11 feet to the point of beginning. Said parcel's southerly boundary is subject to and together with a roadway easement for County State Aid Highway Number 17 and is subject to and together with any and all other easements of record. Said parcel contains 7.8 acres of land more or less.

5. U.S. Trunk Highway #14.

Exhibit A (Continued)
to
LeRay Township Resolution 2019-1
City of Eagle Lake Resolution 2019-25

Legal Descriptions

Parcel No. R39.10.07.400.005 (James and Darlene Dauk – 0.11 acres):

That part of the Southeast Quarter (SE1/4) of Section Seven (7), Township One Hundred Eight (108) North, Range Twenty-five (25) West, described as:

Commencing at the Southwest corner of the Southeast Quarter (SE1/4) of Section Seven (7);

thence North 90 degrees 00 minutes 00 seconds East, assumed bearing, along the South line of Section Seven (7), a distance of 707.63 feet;

thence North 0 degrees 00 minutes 00 seconds East 354.55 feet to the point of beginning;

thence North 00 degrees 00 minutes 00 seconds East 169.03 feet;

thence North 90 degrees 00 minutes 00 seconds East 280 feet;

thence South 00 degrees 00 minutes 00 seconds West 260.03 feet;

thence South 90 degrees 00 minutes 00 seconds West 280 feet;

thence North 00 degrees 00 minutes 00 seconds East 91 feet, to the point of beginning

EXCEPTING THEREFROM, 1.56 acres pursuant to Minnesota Department of Transportation Right of Way Plat No. 07-46, according to the plat thereof on file and of record with the Blue Earth County Recorder.

Exhibit A (Continued)
to
LeRay Township Resolution 2019-1
City of Eagle Lake Resolution 2019-25

Legal Descriptions

Parcel No. R39.10.07.400.006 (James and Darlene Dauk - 5 acres):

A tract of land located in the Southeast Quarter of Section 7-108-25, described as follows: Commencing at the Northeast corner of the Southeast Quarter of Section 7-108-25, thence Westerly along the Northerly line of said Southeast Quarter 580 feet, thence Southerly and parallel with the Easterly line of said Southeast Quarter 65 feet to the point of beginning of the parcel to be described; thence continuing South, parallel with the East line of said Southeast Quarter 446 feet, thence West 487 feet, thence North 446 feet, thence East 487 feet to the point of beginning, containing 5 acres of land more or less. Together with a permanent access easement for driveway purposes from County Road No. 27, running thence Westerly to the parcel of land described herein.

Exhibit A (Continued)
to
LeRay Township Resolution 2019-1
City of Eagle Lake Resolution 2019-25

Legal Descriptions

Parcel No. R39.10.07.200.003 (Kopacheck - 92.25 acres less 12 acres):

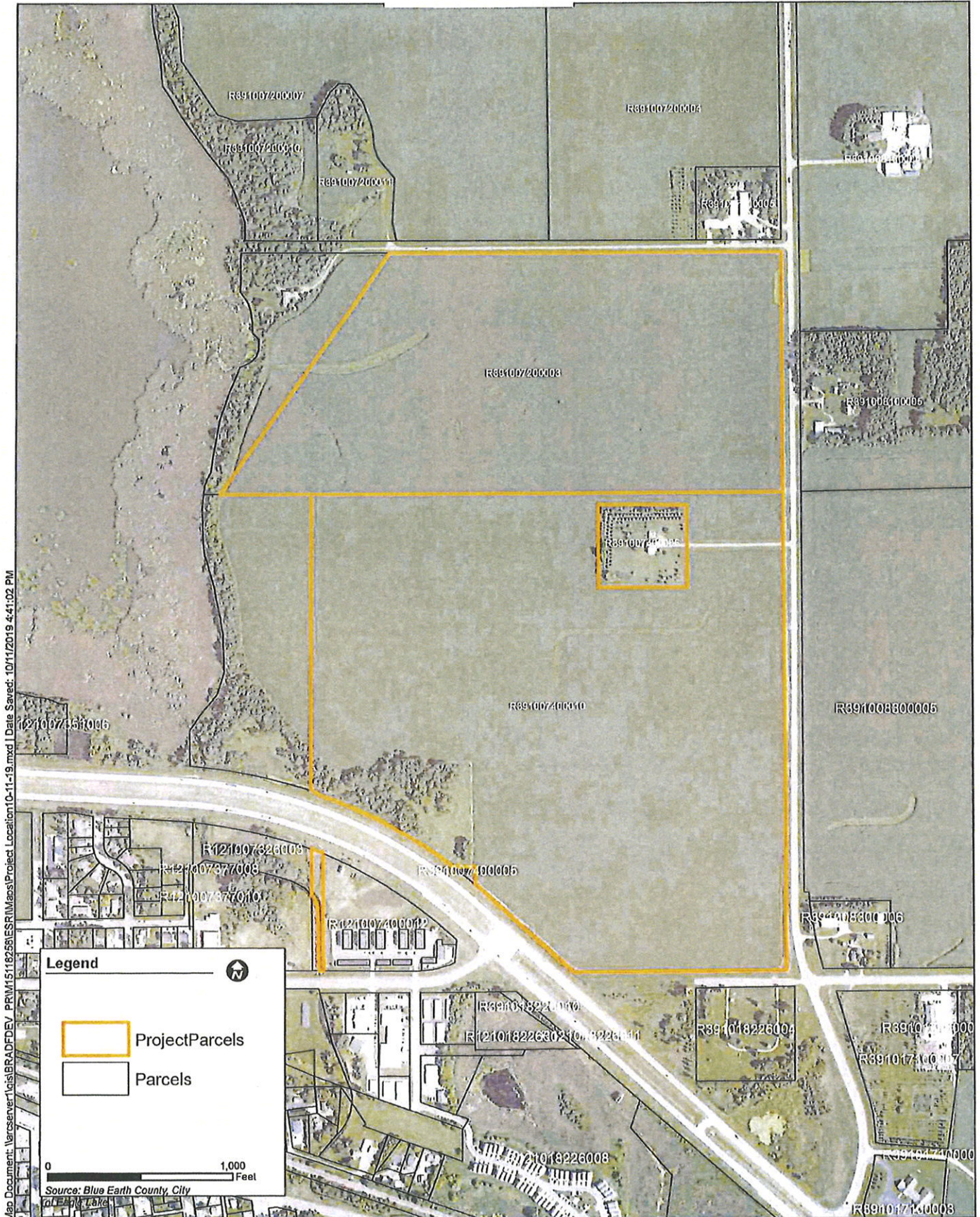
The Southeast Quarter of the Northeast Quarter (SE1/4 of NE1/4) and Government Lot 2, all in Section Seven (7), Township One Hundred Eight (108), Range Twenty-five (25), containing 92.25 acres, Blue Earth County, Minnesota.

LESS:

That part of Government Lot 2, Section 7, Township 108 North Range 25 West, Blue Earth County, Minnesota, described as:

Commencing at the East Quarter corner of said Section 7; thence North 00 degrees 40 minutes 01 seconds West, (Minnesota County Coordinate System – Blue Earth County Zone – HARN NAD83 – 1996), along the east line of the Northeast Quarter of said Section 7, a distance of 1316.22 feet to the northeast corner of the Southeast Quarter of the Northeast Quarter of said Section 7; thence South 89 degrees 48 minutes 59 seconds West, along the north line of the Southeast Quarter of the Northeast Quarter of said Section 7 and along the north line of said Government Lot 2, a distance of 2154.83 feet to the southeasterly corner of Schneider Second Subdivision, according to the plat thereof on file and of record with the Blue Earth County Recorder; thence continuing South 89 degrees 48 minutes 59 seconds West, along the south line of said Schneider Second Subdivision, a distance of 25.69 feet to the point of beginning; thence South 35 degrees 19 minutes 33 seconds West, a distance of 1615.37 feet to a point on the south line of said Government Lot 2; thence South 89 degrees 50 minutes 20 seconds West, along said south line, a distance of 90 feet, more or less, to the point of intersection with the easterly water's edge of Eagle Lake; thence northerly, along said water's edge, 1600 feet, more or less, to the point of intersection with the south line of said Schneider Second Subdivision; thence North 89 degrees 48 minutes 59 seconds East, a distance of 810 feet, more or less, to the point of beginning. Containing 12 acres, more or less.

EXHIBIT B



Map Document: \\nrsrserver\GIS\BRADFDEV_P\15116285\ESRI\Map\Project_Location10-11-19.mxd | Date Saved: 10/11/2019 4:41:02 PM

Legend

- Project Parcels
- Parcels

0 1,000 Feet

Source: Blue Earth County, City of Mankato, Lake

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EXHIBIT C



Legend

- Parcel Point Urban
 - Centroid
 - Non Centroid
- Cartography Urban
 - Lot Dim Carto 100
 - Lot Number Carto 100
 - Parcel Acreage Carto 100
 - Parcel Dim Carto 100
 - Parcel Owner Hool 100
 - Railroad Name Carto 100
 - Road Name Carto 100
 - Sub Blk Number Carto 100
- Cadastral Line
 - <all other values>
- Corp Line
- Geo Twp Line
- Lot Line
- Mon Linear
- Parcel Line
- Pol Twp Line
- Railroad ROW
- Road ROW
- Section Line
- Sub Line 100
- Sub Line 400
- Water Line
- Parcel Links

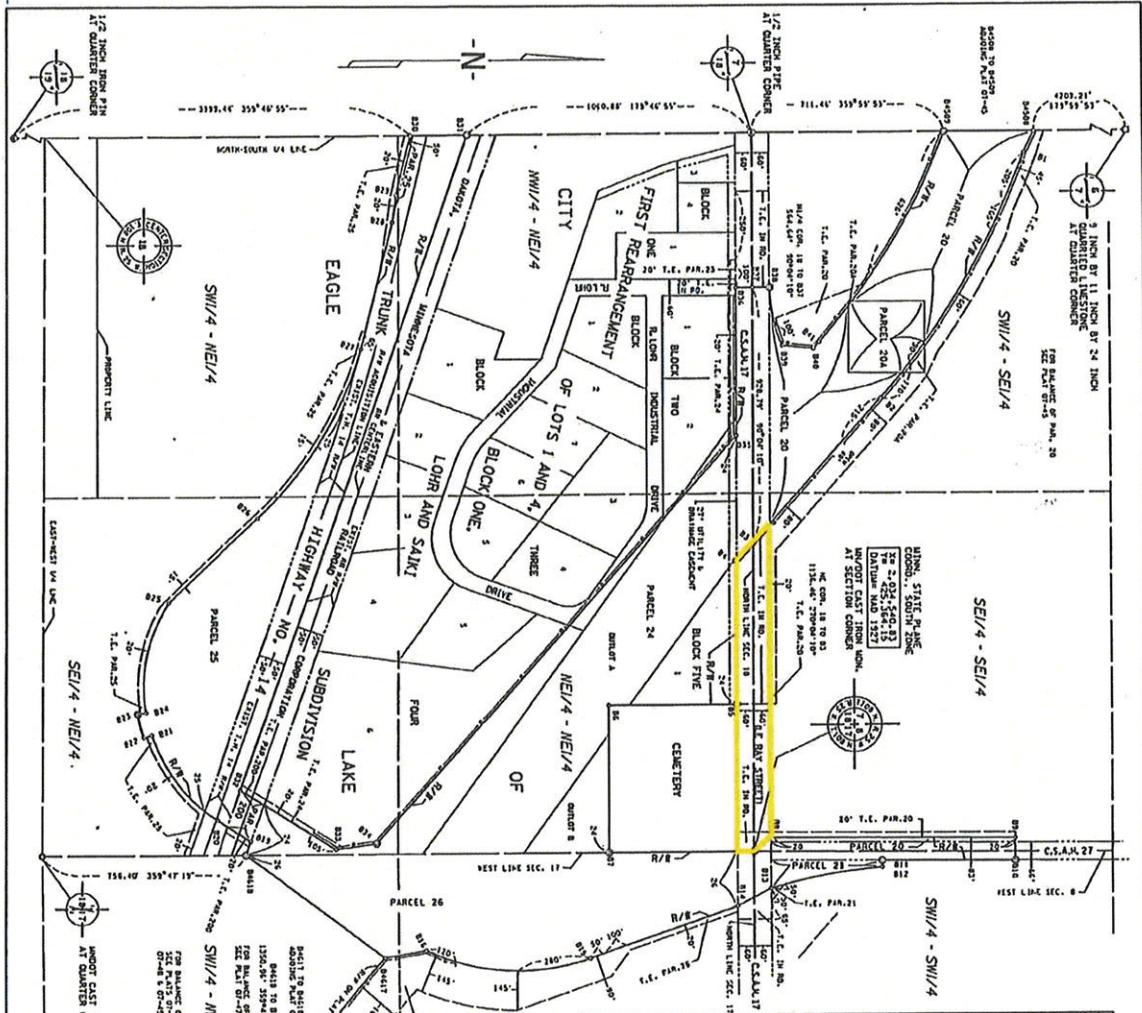
MINNESOTA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY PLAT NO. 07-46

STATE PROJECT NO. 07001417800
IN THE SOUTHWEST QUARTER OF SECTION 7, T. 108 N., R. 25 W.,
IN THE SOUTHWEST QUARTER OF SECTION 8, T. 108 N., R. 25 W.,
IN THE SOUTHWEST QUARTER OF SECTION 17, T. 108 N., R. 25 W.,
IN THE NORTHEAST QUARTER OF SECTION 18, T. 108 N., R. 25 W.,
BLU EARTH COUNTY, MINNESOTA
A SUBDIVISION OF THE SOUTHWEST QUARTER OF SECTION 7,
THE SOUTHWEST QUARTER OF SECTION 8, THE SOUTHWEST QUARTER
OF SECTION 17, AND THE NORTHEAST QUARTER OF SECTION 18,
T. 108 N., R. 25 W.,
AS SHOWN ON THE OFFICIAL PLAT OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION
DATED JANUARY 15, 1998, AND AS SHOWN ON THE OFFICIAL PLAT
OF ESTATE LITIGATION

Certified by: [Signature]
Commissioner of Transportation
State Office of Highways and Bridges
2100 Hennepin Avenue
Minneapolis, MN 55425
Date: 11/13/98, 1-14-99

Approved by: [Signature]
City Engineer
City of Minneapolis
300 Hennepin Avenue
Minneapolis, MN 55425
Date: 11/13/98, 1-14-99

As shown on this official plat of the Minnesota Department of Transportation
dated January 15, 1998, and as shown on the official plat of estate litigation
dated [date]. The plat of estate litigation is a subdivision of the
southwest quarter of section 7, the southwest quarter of section 8,
the southwest quarter of section 17, and the northeast quarter of section 18,
T. 108 N., R. 25 W., Blue Earth County, Minnesota.
The plat of estate litigation is a subdivision of the southwest quarter of section 7,
the southwest quarter of section 8, the southwest quarter of section 17,
and the northeast quarter of section 18, T. 108 N., R. 25 W.,
Blue Earth County, Minnesota.
The plat of estate litigation is a subdivision of the southwest quarter of section 7,
the southwest quarter of section 8, the southwest quarter of section 17,
and the northeast quarter of section 18, T. 108 N., R. 25 W.,
Blue Earth County, Minnesota.
The plat of estate litigation is a subdivision of the southwest quarter of section 7,
the southwest quarter of section 8, the southwest quarter of section 17,
and the northeast quarter of section 18, T. 108 N., R. 25 W.,
Blue Earth County, Minnesota.



PARCEL	OWNER	LOCATION	ACRES	SECTION	TOWNSHIP	RANGE	PLAT NO.	DATE
20	CHARLES H. DAUK	S1/2 SE1/4	9.48	4, 12	12-1-49	12-1-49	FEE	
21	JETONDE WESTPHAL	SW1/4SE1/4	1.56	0, 11	12-1-49	12-1-49	FEE	
22	MINNAPOLIS TRUST	SW1/4SE1/4	10.03	10, 03	12-1-49	12-1-49	FEE	
23	MINNAPOLIS TRUST	SW1/4SE1/4	10.03	10, 03	12-1-49	12-1-49	FEE	
24	MINNAPOLIS TRUST	SW1/4SE1/4	10.03	10, 03	12-1-49	12-1-49	FEE	
25	ROBERT W. WINKLER	NW1/4NE1/4	8.42	1, 09	12-1-49	12-1-49	FEE	
26	ROBERT W. WINKLER	NW1/4NE1/4	8.42	1, 09	12-1-49	12-1-49	FEE	
27	ROBERT W. WINKLER	SE1/4NE1/4	0.33	0, 09	12-1-49	12-1-49	FEE	
28	ROBERT W. WINKLER	SE1/4NE1/4	0.33	0, 09	12-1-49	12-1-49	FEE	

NOTICE: REMOVAL OF EXISTING PUBLIC ROADS WILL BE PERMITTED ON 12-01-1999.
CONVENTIONAL SYMBOLS
[List of symbols for easements, encroachments, etc.]
[List of symbols for utility lines, etc.]
[List of symbols for other features, etc.]



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax


June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Replacement of Fire Department AC Unit

Attached is a proposal from Davis Comfort Systems in the amount of \$6,758 for the replacement of the air conditioning unit in the fire hall. Per Fire Chief Vern Simpson, this does not include electrical work. It is expected that the electrical portion of the project could total approximately \$1,500.

Replacement of the AC unit was not planned. The cost of this work will need to be paid for out of repair and maintenance or capital outlay.

A motion is needed to approve the proposal from Davis Comfort Systems in the amount of \$6,758.


Jennifer J. Bromeland
City Administrator

Jennifer Bromeland

From: Eagle Lake Fire Chief
Sent: Wednesday, May 29, 2024 3:48 PM
To: Jennifer Bromeland
Cc: Kerry Rausch
Subject: FW: Davis Comfort Systems Proposal
Attachments: Eagle Lake Fire Department.pdf

Vern L. Simpson II, ELFD Chief
elfdchief@eaglelakemn.com
Mobile: (507) 317-5807

From: Jenn <Jennifer@daviscomfortsystems.com>
Sent: Wednesday, May 29, 2024 2:45 PM
To: Eagle Lake Fire Chief <elfdchief@eaglelakemn.com>
Subject: Davis Comfort Systems Proposal

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Vern,

I will attach a copy of the proposal to this email.

System 1 - \$6,758.00

AC: Trane XR-13

Ton: 2.5

SEER2: 13

Warranty: Compressor – 5yrs. Parts – 1yr. Labor – 1yr.

Features: Single Stage Cooling, Spine Fin Coils, Integrated Steel Cabinet, 30,000 BTU.

System Includes: Custom Fit Sheet Metal Plenum, Condensate Drain Piping, Peak Performance Testing on New AC, Evaporator Coil, Refrigerant Line Set, Custom Outdoor Pad, Recycle Old Equipment, Materials, Labor, Tax, and Permit.

Electrical by others

Thanks again,
Jenn

Jennifer Wurster
Comfort Specialist
20765 Foley Rd.
Mankato, MN 56001
Phone: 507-387-2434
jennifer@daviscomfortsystems.com



Davis Comfort Systems, Inc.
 20765 Foley Rd
 Mankato, MN, 56001
 PH 507-387-2434
 Fax 507-387-2462

www.daviscomfortsystems.com

Date: 5-24-24

Proposal For:

Name: Eagle Lake Fire Department
 Address: 101 Plainview St.
 City: Eagle Lake St: MN Zip: 56024
 Phone: 507-317-5807 Vern Simpson
 Phone: _____
 E-Mail: elfdchief@eaglelakemn.com
 Project Address/Directions: _____

Complete Installation Shall Include:

- | | | | |
|---|---|---|--|
| 1 | 2 | 3 | Digital Energy Savings Thermostat |
| X | | | Custom fit sheet metal fabricated plenum |
| | | | Custom fit easy access filter assembly |
| | | | PVC exhaust venting |
| | | | PVC combustion air intake |
| | | | Gas piping per state code & safety check |

- | | | | |
|---|---|---|---|
| 1 | 2 | 3 | 3/4" Condensation drain piping-pump |
| X | | | Peak Performance testing A/C-HP systems |
| | | | Peak Performance Fire Off testing Heating |
| X | | | Evaporator coil w/ anti-rust condensate pan |
| X | | | Insulated & dried refrigerant line set |
| X | | | Custom outdoor unit pad & level unit |

- | | | | |
|---|---|---|--|
| 1 | 2 | 3 | All materials for a professional install |
| X | | | Proper recycling of old materials |
| X | | | All Labor & Material Tax |
| X | | | Clean work area to your satisfaction |
| X | | | Meets all MN state code requirements |
| | | | Energy EarthWise System |

System 1		initials
Furnace#	_____	AFUE _____
Warranty: Parts	_____ yr	Labor _____ yr
Warranty: Heat Exchanger	_____	
Features:	_____	
A/C-HP#	<u>Trane XR-13</u>	Ton <u>2.5</u> SEER <u>13</u>
Warranty: Compressor	<u>5</u> yr	Parts <u>1</u> yr Labor <u>1</u> yr
Features:	<u>single stage cooling.</u> <u>spine-fin coils. Integrated</u> <u>steel cabinet. 30,000 BTU.</u>	
System Total:	<u>\$6,758.00</u>	
Options Total:	_____	
Sales Tax:	_____	Included _____
Finance fee, if financed:	_____	
Sub Total:	_____	
Less 50% Down Payment:	_____	
Total Due:	_____	
Monthly Payment if financed:	_____	
Eligible Utility Rebates:	_____	
Eligible Mfr Rebates:	_____	
Net Total:	_____	

System 2		initials
Furnace#	_____	AFUE _____
Warranty: Parts	_____ yr	Labor _____ yr
Warranty: Heat Exchanger	_____	
Features:	_____	
A/C-HP#	_____	Ton _____ SEER _____
Warranty: Compressor	_____ yr	Parts _____ yr Labor _____ yr
Features:	_____	
System Total:	_____	
Options Total:	_____	
Sales Tax:	_____	Included _____
Finance fee, if financed:	_____	
Sub Total:	_____	
Less 50% Down Payment:	_____	
Total Due:	_____	
Monthly Payment if financed:	_____	
Eligible Utility Rebates:	_____	
Eligible Mfr Rebates:	_____	
Net Total:	_____	

System 3		initials
Furnace#	_____	AFUE _____
Warranty: Parts	_____ yr	Labor _____ yr
Warranty: Heat Exchanger	_____	
Features:	_____	
A/C-HP#	_____	Ton _____ SEER _____
Warranty: Compressor	_____ yr	Parts _____ yr Labor _____ yr
Features:	_____	
System Total:	_____	
Options Total:	_____	
Sales Tax:	_____	Included _____
Finance fee, if financed:	_____	
Sub Total:	_____	
Less 50% Down Payment:	_____	
Total Due:	_____	
Monthly Payment if financed:	_____	
Eligible Utility Rebates:	_____	
Eligible Mfr Rebates:	_____	
Net Total:	_____	

Note: All monthly payment estimates are based on _____ months @ _____ %

* There are NO Hidden Charges in this Proposal

Special Notes: _____

Electrical by others.

Peace of Mind Options			
1	2	3	
X			City Building Permit <u>included</u>
			Electrical wiring (<u>included</u> if up to State Codes)
			Aprilaire (media/electronic) air filtration _____
			Trane Humidifier System _____
			Energy savings programmable thermostat _____
			Additional Accessories _____
			Options Total _____

Rebates, subject to change due to circumstances beyond our control per manufacture/utility.

All materials are guaranteed to be as specified. All work to be completed in a professional manner according to standard practice. Any alterations from the above specifications involving extra costs will become an extra charge over and above the estimate. All agreements contingent upon delays beyond our control. Purchaser agrees to pay all costs of collections including finance charges and attorney's fees. This proposal may be withdrawn by us if not accepted within 30 days from the above date. Full Payment is due upon completion.

Customer Acceptance Signature _____ Date _____

White original-return to DCSI upon acceptance

Yellow-Customer Copy

Pink-Sales Representative Copy

Jennifer Wurster
 Authorized Representative Signature
 Jennifer Wurster
 Docs/work order pull sheets/3 system proposal



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Lake Eagle Park Basketball Hoop Project

Park Board member Don Wesely recently spearheaded an effort to secure donations from area individuals and businesses for the purpose of replacing four (4) basketball hoops and posts at Lake Eagle Park. The new hoops will be adjustable. Attached you will find pricing for the purchase and installation of the basketball hoops. To date, donations totaling \$10,250.01 have been received. The anticipated total project cost is \$10,676.00. Any cost above and beyond what is collected in donations will be paid for using budgeted park funds.

Discussion should ensue about the sale of the existing basketball hoops.

A motion is needed to approve the expenditure of \$10,676.00 for the basketball hoop project at Lake Eagle Park.

Jennifer J. Bromeland
City Administrator

Basketball Hoops Donations Vs. Cost

Batch Name	TranCr	Comments
REC 04-30-24	\$ 2,000.00	Anonymous
PARK2 05-06-24	\$ 500.00	Hughes Automotive
PARK 05-06-24	\$ 500.00	Eagle Lake Family Denistry
REC 05-09-24	\$ 250.00	Michael Wesely
REC 05-09-24	\$ 500.00	Anonymous
REC 05-09-24	\$ 250.01	Jacob Wesely
REC 05-09-24	\$ 1,000.00	Community Bank
PARK 05-20-24	\$ 2,500.00	Americal Legion Post 617
Not yet Received	\$ 2,500.00	Mankato Motors
Received/not deposited	\$ 250.00	Cornerstone State Bank
Total Donations	\$ 10,250.01	
Hoops	\$ 8,396.00	
Installation	\$ 480.00	
Concrete	\$ 2,000.00	
Gift Card	\$ (200.00)	
Actual Cost	\$ 10,676.00	
Amount Short	\$ (425.99)	

SCHEELS®

SPECIAL ORDER CUSTOMER COPY

Don Wesely
Name
CITY OF EAGLE LAKE
Customer Email

Phone # _____

Address _____

City, State, ZIP _____

CIRCLE PREFERRED CONTACT METHOD		
TEXT MESSAGE	EMAIL	PHONE CALL

In stock items ship within 1 business day.
Back ordered items ship as available.

All special orders require
100% down payment.

Special orders will be restocked 30 days
after first contact if no pickup.

Customer Initial _____

Sales Associate <u>Don Lee</u>	ASL Initials	Date <u>5-25-24</u>
-----------------------------------	--------------	------------------------

SALES ASSOCIATE USE ONLY

Qty <u>4</u>	Description <u>All American 60" Acrylic</u>		
UPC # <u>75480623352</u>	Style # <u>SS45560A3</u>	Size <u>60"</u>	Price <u>\$12,349.99</u>

Qty	Description		
UPC #	Style #	Size	Price
Special Instructions <u>\$200.00 off Each hoop - WF</u>		Add Price	
		Tax	
		Total	
		PIF	YES NO

SPECIAL ORDER BUYER USE ONLY

Ordered From	Date Ordered	PO#
Store Contact	Date Received	Pull from PO
Date of Contact	TEXT EMAIL PHONE	Picked Up
		RTS

SCHEELS®

1850 ADAMS STREET
STE 6
MANKATO, MN 56001
507-386-7767

Location:

CITY OF BAGIE LAKE



DON WESELY

507-301-4183



1409278

Make:
Model:
Color:
Category: EX
Serial:

Item or Labor#	Description of Item or Service	QTY	Item Price	Labor Price	Extension
 4 36000 01016 7	DELIVERY FEE-TAXABLE **Trip Charge	1	\$50.00		\$50.00
 4 36081 00001 9	LABOR GENERAL EX MACHINE **Goalsetter Hoop Assembly	4		\$120.00	\$480.00
Technician's Comments	For quote purposes.	ITEMS			\$50.00
		LABOR			\$480.00
Customer Comments		SUBTOTAL			\$530.00
		**Tax calculated at time of payment			

I acknowledge that the items and/or services listed above have been completed as requested.

DON WESELY Expected: 05/26/2024 5:00 PM Pickup Date: _____

www.scheels.com
Our commitment to you: Everything you buy is guaranteed satisfactory or your money back. You don't ever take a chance at Scheels... ever!

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Painting & Masonry LLC

12 Rolling Green Ct

North Mankato, MN 56003

(507) 382-1727 BC737741

Proposal submitted to:

Work to be performed at:

Name Don

Name SAME

Address Eagle Lake Park

Address

City Eagle Lake State MN 56001

City State MN

Phone 507-301-4183

Email dwes@charter.net

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of:

<u>To drill a hole 3.5' and put a tube filled with concrete in (4) spots and anchor the basketball base</u>		
	<u>\$ 2,000.00</u>	
<u>To install the (4) basketball hoops \$250 /hour</u>	<u>Hours are TBD 8?</u>	<u>\$ 2,000.00</u>
<u>Option 1 just the concrete</u>		
<u>Option 2 both</u>		
		<u>TOTAL \$ 2,000.00 or 4,000</u>

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workmanlike manner

for the estimated sum of:

2,000 Dollars and no/100----- DOLLARS (\$ 2,000.00)

with payment to be made as follows: \$2,000 to be paid before job is started.

PAID IN FULL UPON COMPLETION OF JOB. (Unless other arrangements have been made).

Blake Johnson

Respectfully submitted _____

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Please sign and return copy, if accepted. Thank you.

Accepted by _____ (Signature) Date ____/____/____

Accepted by _____ (2nd Signature) Date ____/____/____

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705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Golf Carts and Registration

The topic of golf carts recently surfaced after a resident complaint was received about safety concerns related to youth driving golf carts around Eagle Lake.

For purposes of providing background, prior to 2018, the City of Eagle Lake issued golf cart permits to residents wishing to operate a golf cart on City streets. A resident approached the City Council in 2018 requesting that ATVs and golf carts register with Blue Earth County instead of both the County and City. The ordinance at that time was amended and persons wishing to register an ATV/UTV or golf cart were directed to contact Blue Earth County to obtain a permit. It wasn't until City staff recently reached out to Blue Earth County to ask a question about the permitting process for golf carts that it was discovered that the County does not license golf carts.

Per an inquiry to legal counsel, all provisions of the City Code related to golf carts is still in effect except for requiring a permit from Blue Earth County since they do not issue permits for golf carts. According to legal counsel, each city has the right to determine whether golf carts will be allowed to travel on city streets and each city must make its own decision. The City needs to modify its code to either eliminate the ability to use golf carts, eliminate the requirement that golf carts require a permit, or revert to the City of Eagle Lake as the issuing authority for golf cart permits. The City cannot require that the County issue permits when the use of golf carts in the County is not regulated under their ordinance.

Discussion should ensue about which direction the City Council would like to pursue related to golf carts. Nothing would change for ATVs/UTVs.

A motion is necessary to schedule a public hearing for the July 1 City Council meeting. In the meantime, City staff will work with legal counsel on a draft amendment.


Jennifer J. Bromeland
City Administrator

NEW BUSINESS

1. Interconnection Agreement
 - Action taken under Presentations
2. Fire Department Turnout Gear
 - Action taken under Presentations
3. Hammond Forgivable Daycare Loan
 - Administrator Bromeland provided an update stating the Hammond's originally presented a request for a \$13,745 loan project and City Council approved a loan of 50% up to \$6,873. The Hammonds have since submitted a revised project which reduced to cost to \$9,959 and is asking for clarification if the project would be approved at 50% of cost or at the \$6,873.
 - Council discussion included the number of other potential loan requests the city is anticipating and if there is any possibility the city will receive additional funds for this program.
 - Council Member Ries moved, seconded by Council Member Frederick, to authorize \$6,800 in loan funds for the Hammond loan request. Motion carried with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.
4. EDA Recommendation Regarding SCDP Loan Subordination Request
 - A request has been received from Jodi Ott asking the City to subordinate its lien on 136 North Second Street to the bank refinancing the home loan. The grant will be fulfilled in July 2019.
 - The Economic Development Authority is recommending approval of request.
 - Council Member Ries moved, seconded by Council Member Frederick, to approve subordinating lien to Community Bank. Motion carried with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.
5. Approval of Amendment to Chapter 12, Subdivision 6 of City Code
 - Action was taken under Public Hearings.
6. DEED Loan and Grant Programs Available for 301 and 305 Parkway Avenue
 - Administrator Bromeland explained DEED has demolition loan funds available with terms of 2% and 15 years. If the land is purchased by a developer 50% of the loan would be forgiven. Applications are due by August 1, 2018.
 - Approval of Resolution 2018-17 authorizing the Mayor and City Administrator to enter into an agreement is needed.
 - Council Member Frederick moved, seconded by Council Member Ries, to approve Resolution 2018-17 authorizing the Mayor and the City Administrator to enter into agreements as necessary. Motion carried with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.
7. Water Main Looping along 568th Avenue
 - In meeting with owners, Richard Ringler and Devon Baumgartner, and City Engineer Owen Todd, it was indicated that the developers may not construct in 2018, if they do a temporary water connection will be needed.
 - At the time the City does the watermain looping Chad Ragan has indicated he would like to connect to city water as well.
8. Internal Controls Evaluation Findings and Recommendations
 - Council Member Ries moved, seconded by Council Member Terrell, to table this item to be discussed at the July 16, 2018 Special City Council Meeting. Motion carried with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.
9. Amend Golf Cart/ATV Ordinance
 - Len Carpenter, 504 Linda Dr, asked that amending the golf cart/atv ordinance stating that other cities license the golf cart, not the individual driving the cart. He also stated that Blue Earth County has changed their regulations now allowing golf carts to be driven on county roads. Eagle Lake's code prohibits driving on county roads.
 - Council indicated they are open to considering this ordinance change.
10. Urban Fringe Overlay District
 - There is interest in revising the Urban Fringe Overlay District according to Blue Earth County's Aaron Stubbs and George Leary.
 - Discussion included the desire to have Mr. Stubbs and Mr. Leary attend a city council meeting and to open to the public a period to learn of proposed modifications.
 - Council asked the Mr. Leary, Mr. Stubbs and township chairs be invited to a meeting.

- A LeRay Township representative stated this proposal does not fit in with the current model and that Blue Earth County is doing a land use plan for the entire county and that the County Board is meeting tomorrow.
 - Council discussion included this is a direction there could be growth for the city.
 - Blue Earth County will have the final say.
2. Driveway Width at Curb Requirements
- Administrator Bromeland presented research findings from other cities and Eagle Lake's current requirements are in line with other cities for driveway curb widths.
 - The Planning Commission held a public hearing on May 21, 2018 to increase curb width to 30 feet and has recommended approval of this request to City Council.
 - Contractor Chris Dauk and Building Official Dan Murphy both indicated they have no concerns with the larger width.
 - Council Member Ries moved, seconded by Council Member Terrell, to increase the curb width to 32 feet. Motion carried with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.
3. ATV/Golf Cart Ordinance
- Council has been asked to review the current ordinance to license the cart, not the person driving. The drivers of carts would still need to be licensed drivers.
 - Council directed staff to draft new language to mirror Blue Earth County's ordinance.

NEW BUSINESS

1. Planning Commission Recommendation Regarding Re-Zoning Request for 21570 598th Avenue
- The Planning Commission heard the rezoning request on July 16, 2018 with two residents providing feedback. The Planning Commission is recommending approval.
 - The owners of said property are looking at developing two 4 plexes.
 - Council discussion included plan review to ensure fire department needs are met, and the timeline for construction.
 - Mr. Ringler stated the current plan is to be able to lease these units by August 2019 and would like to break ground in September 2018. They will hook up to the newly looped water and sewer lines planned for 2019. If these are not ready they will need to look at temporary lines.
 - Council Member Ries moved, seconded by Council Member Short, to approve the rezoning request from Agricultural to R3. Motion carried with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.
2. Memorandum of Understanding with Customer Communities for Replacement and Debt Service Charges
- The annual replacement charges in the Sewer Agreement with the City of Mankato is \$600,000 for 2019 with an annual increase of 2.75% annually through 2023. Eagle Lake's agreement with Mankato will be reviewed in the next year or two.
 - Council Member Ries moved, seconded by Council Member Terrell to approve the Memorandum of Understanding as written. Motion carried with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.
3. Review Developer's Agreement with KJ Walk for Eagle Ridge
- KJ Walk is not meeting the requirements of their developer's agreement with the City of Eagle Lake. Staff is looking for Council approval to deny issuing building permits until developer meets requirements as presented in the previous meeting with the developer and the city's engineer.
 - Council discussion included the desire to issue certificates of occupancy for currently pulled building permits and to issue permits for lots already purchased from the developers.
 - New lot sales and building permits should not be issued.
 - Council directed staff to send a letter to KJ Walk stating no new building permits will be issued.
4. Fee Increase for Building Code Enforcement Services – Dan Murphy
- Dan Murphy with City Building Inspection Services requested review of current fees and proposed fees stating that building permit fees have not increased for the City of Eagle Lake in ten (10) years.
 - Council discussion included that the new building permit fee schedule would go into effect January 1, 2019 if approved.

- Trent Talle and Dan Ruschmeyer with the fire department presented information on the truck the department unanimously recommends to council to purchase for \$519,190. The department will sell unit 4311 and use the equipment off this old vehicle.
 - If approved payment for the chassis will be in about four month and the balance due upon taking possession of the vehicle which would most likely be in the third quarter of 2019.
 - Council Member Short moved, seconded by Council Member Terrell, to approve the purchase of a new truck at the price of \$519,190. Motion carried with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.
- b. LED Light Upgrades to Existing Truck
- The fire department presented desired lighting upgrades for vehicles 4301 and 4312 to increase safety. The cost of presented upgrades is \$14,607.73
 - Council Member Terrell moved, seconded by Council Member Frederick, to approve the \$14,607.73 LED lighting upgrades to vehicles. Motion carried with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.

PUBLIC HEARINGS

1. Ordinance 2018-04: An Ordinance Regulating Non-Essential Water Usage Upon Critical Water Deficiency Authorized by Minn. Stat. §103G.291, Subd. 1 and 2
 - This ordinance is required to be compliant with MN statute section 103G.291, which states that cities are required to adopt and enforce water conservation restrictions when the governor declares a critical water deficiency.
 - Ordinance will go into effect upon publication.
 - The public hearing was opened and closed with no comments being offered.
 - Council Member Frederick moved, seconded by Council Member Ries, to approve ordinance 2018-04 as presented. A roll call vote was taken with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.
2. Ordinance 2018-06: An Ordinance Repealing Sections 4.160 and 4.170 of Chapter 4 and Establishing Management of Motorized Golf Carts, All-Terrain Vehicles, Utility Task Vehicles, and Mini Trucks in the Public ROW on Roads within the Jurisdiction of Blue Earth County.
 - Administrator Bromeland has spoken with Bob Meyer with Blue Earth County and the City can adopt the county's ordinance verbatim and add a provision stating that any ATV/UTV/Golf Cart registered with Blue Earth County will be allowed to operate on city streets as well.
 - The city does need to repeal the current ordinance and enact a new one according to the city's attorney Chris Kennedy.
 - The public hearing was opened and closed with no comments being offered.
 - Council Member Frederick moved, seconded by Council Member Ries, to repeal Ordinance 4.4.160 and 4.170 and to enact Ordinance 2018-06. A roll call vote was taken with Council Members Ries, Terrell, Frederick, Short, and Mayor Auringer voting in favor.

OLD BUSINESS

- None

NEW BUSINESS

1. Ordinance 2018-04 Non-Essential Water Usage
 - Addressed under public hearings.
2. Ordinance 2018-06 Repealing Sections 4.160 and 4.190
 - Addressed under public hearings.
3. Review Snow Emergency Procedures
 - Public Works department will call snow emergencies according to policy which states a snow emergency will be call with three (3) or more inches of snow. Local radio and tv will be contacted and snow emergency will go into effect one (1) hour later.
 - Also discussed is the need to make sure that snow emergency declarations are in effect for a certain length of time and that no parking on roadways will be allowed during that timeframe.
 - The ordinance will be revised and presented to Council with a public hearing held in December.

ORDINANCE NO. 2018-06: AN ORDINANCE REPEALING SECTIONS 4.160 AND 4.170 OF CHAPTER 4 PERTAINING TO ALL-TERRAIN VEHICLES AND GOLF CART OPERATION AND REGULATIONS AND ESTABLISHING AN ORDINANCE FOR THE MANAGEMENT OF MOTORIZED GOLF CARTS AND ALL-TERRAIN VEHICLES IN THE PUBLIC RIGHT OF WAY ON ROADS WITHIN THE JURISDICTION OF THE CITY OF EAGLE LAKE IN BLUE EARTH COUNTY

THE CITY OF EAGLE LAKE DOES ORDAIN:

**SECTION I.
PURPOSE**

Minnesota Statutes 169.045 and 84.92-84.928 generally regulate the use of Motorized Golf Carts and All-Terrain Vehicles within the right-of way for County State Aid Highways and County Roads. Consistent with these statutes and to provide for the health, safety, and welfare of its citizens, as well as to ensure the integrity of roads under the jurisdiction of the City of Eagle Lake, the City of Eagle Lake hereby ordains the following provisions to allow the use of Motorized Golf Carts and All-Terrain Vehicles on County State Aid Highways and County Roads within the City of Eagle Lake. With the adoption of this Ordinance, any Motorized Golf Cart and All-Terrain Vehicle registered with Blue Earth County can operate on City of Eagle Lake streets.

**SECTION II.
DEFINITIONS**

The following definitions apply to this ordinance:

- A. "All-Terrain Vehicle" has the meaning given in Section 84.92, as amended;
- B. "Motorized Golf Cart" means a vehicle of the type and style manufactured for and primarily used by patrons on a golf course that is propelled by either a gas or electric motor, that can attain a maximum speed of 25 miles per hour on a paved level surface.
- C. "City" means the City of Eagle Lake, Minnesota;
- D. "County" means the County of Blue Earth, Minnesota;
- E. "County State Aid Highway" means all roads designated in Blue Earth County as County State Aid Highways;
- F. "County Road" means all roads designated in Blue Earth County as County roads;
- G. "Road Right-of-Way" shall have the meaning defined by Minnesota Statute 84.92, Subdivision 6a, as amended; and
- H. "County Road Right-of-Way" shall be the public road right-of-way for a road or highway under the jurisdiction of Blue Earth County, where Blue Earth County is the road authority as defined by Minnesota Statute 160.02, Subdivision 25, as amended.

**SECTION III.
PERMITTED OPERATIONS ON ROADS IN THE CITY OF EAGLE LAKE**

In accordance with this ordinance and Minnesota Statute 169.045 and 84.92-84.928, it shall be permissible to operate Motorized Golf Carts and All-Terrain Vehicles on the streets of the City of Eagle Lake so long as they are registered with Blue Earth County.

1. Operation on roadways. It is unlawful to operate an All-Terrain Vehicle at a speed in excess of (10) miles per hour; other than in single file on a roadway; carelessly or recklessly; in a manner that damages any public right of ways; and in a manner that violates Chapter three (3), Section 3.010 Subdivision three (3) Public Nuisances Affecting Peace and Safety of the Eagle Lake City Ordinances.
2. Private Property. It is unlawful to operate an All-Terrain Vehicle on private property without the permission or consent of the owner or occupant.
3. Minimum age of operator. It is unlawful for any person under sixteen (16) years of age to operate an ATV on any public street in the City of Eagle Lake unless he/she has in his/her immediate possession a valid driver's license or possesses a valid All-Terrain Vehicle Safety Certificate and is accompanied by a person 18 years old or older on another All-Terrain Vehicle.
4. Sidewalks and boulevards. It is unlawful to operate an All-Terrain Vehicle on a sidewalk or boulevard, except that an operator may cross a sidewalk, boulevard or other right-of-way to obtain access to a street or alley if such crossing is made at an angle of approximately 90 degrees to the direction of a sidewalk, boulevard or right-of-way to all pedestrian or vehicular traffic which constitutes an immediate hazard.
5. Hours of operation. It is unlawful to operate an All-Terrain Vehicle within the city limits of the City of Eagle Lake between the hours of 10:00 p.m. and 7:00 a.m. except when entering or leaving the City.
6. Equipment. It is unlawful to operate an All-Terrain Vehicle unless it is equipped with the following:
 1. At least one headlight and one tail light, each minimum candle powers prescribed by the rules of the Commissioner of Conservation.
 2. Headlights and taillights lighted at all times.
7. Helmet required. A person less than 18 years of age shall not operate an All-Terrain Vehicle unless wearing a safety helmet approved by the Department of Transportation.
8. Prohibitions on owner. It is unlawful for the owner of an All-Terrain Vehicle to permit it to be operated contrary to this ordinance.
9. The City of Eagle Lake has the right to revoke riding privileges of any individual on an All-Terrain Vehicle within the city limits, as needed, by the discretion of the Chief of Police, based on the number of complaints received, and/or violations. Any violations of Minnesota State Statutes and relevant City ordinances is a violation of this ordinance when it occurs within the City of Eagle Lake. A person violating any provision of this ordinance shall be guilty of a misdemeanor and upon conviction shall be punished by a maximum fine of \$1,000 or imprisonment for ninety (90) days or both.
10. In order to operate a Motorized Golf Cart on a city street, the golf cart shall display a slow-moving vehicle emblem as provided for in Minnesota Statute Section 169.522. The Motorized Golf Cart must be equipped with a rearview mirror.
11. The operator of a Motorized Golf Cart is required to have insurance for the use of the cart and provide proof of that insurance if requested by law enforcement.

12. Motorized Golf Carts can only be operated on designated roadways from the hours of sunrise to sunset and may not be operated during the hours of sunset to sunrise, in inclement weather, in smoke fog or any other condition where visibility is impaired.
13. Motorized Golf Carts cannot be operated in excess speeds of ten (10) miles per hour.
14. All operators of Motorized Golf Carts must have a valid driver's license.
15. Any person violating any provisions of the Ordinance shall be guilty of a misdemeanor.

SECTION IV. EXEMPTIONS

1. The City Council has the sole discretion to close roads to Motorized Golf Carts and All-Terrain Vehicle use if damage to the roadway results or where public safety is adversely affected as a result of the Motorized Golf Cart or All-Terrain Vehicle. Actions under this section may be reviewed by the City Council.
2. This Ordinance shall not apply to authorized Emergency Response and Law Enforcement Personnel in the performance of their duties, or to any agent or employee of the State or Federal Government in the performance of authorized activities within a City right-of-way.
3. This Ordinance shall not apply to any agent or employee of the City of Eagle Lake while performing any authorized work within a City road right-of-way.
4. Nothing in this Ordinance is intended to prohibit or restrict the operation of Motorized Golf Carts and All-Terrain Vehicles as otherwise allowed and provided for by Minnesota Statutes.

SECTION V. REQUIREMENTS FOR A PERMIT

1. Application shall be made in a form supplied by Blue Earth County and shall contain the information listed below. All permits shall be issued by the Blue Earth County Sheriff's Office or other appropriate agency. The permit fee shall be established by Blue Earth County Board Resolution. Refer to Blue Earth County Ordinance.
2. All Motorized Golf Carts and All-Terrain Vehicle owners must provide proof of liability insurance at all times when operating on a roadway and a valid certificate of insurance coverage must be submitted at the time of the permit application.

SECTION VI. PENALTY

1. Any person who violates any provision of this Ordinance is guilty of a misdemeanor.

SECTION VII. SEVERABILITY

The provisions of this Ordinance are severable. Should any section, paragraph, sentence, or clause of this regulation be declared invalid for any reason, the remainder of said regulation shall not be affected and the remainder of the Ordinance shall remain in full force.

**SECTION VII.
ADOPTION OF ORDINANCE AND EFFECTIVE DATE**

This regulation shall be in full force and effect upon publication and adoption pursuant to law.

Tim Auringer,
Mayor



Date

11-6-18

Jennifer J. Bromeland,
City Administrator



Date

11/6/18



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Annual Review of Emergency Response Plan

Attached is a draft update to the City of Eagle Lake's Emergency Response Plan. Ideally, the plan should be reviewed and updated annually. The plan was last reviewed and updated in 2022.

A review of the plan should be undertaken and any necessary updates made. Discussion should ensue.

A motion is needed to update the plan to reflect current elected officials, City staff, and the contract with the Blue Earth County Sheriff's Office.


Jennifer J. Bromeland
City Administrator

CITY OF EAGLE LAKE

Blood Borne Pathogens

Approved by City Council

Section 1: References

- A. OSHA: 29CFR1910.1030

Section 2: Definitions

- A. **Blood**- means human blood, human blood components, and products made from human blood.
- B. **Bloodborne Pathogens**- means pathogenic microorganisms that are present in human blood and can cause disease in humans. These pathogens include, but are not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).
- C. **Clinical Laboratory**- means a workplace where diagnostic or other screening procedures are performed on blood or other potentially infectious materials.
- D. **Contaminated**- means the presence or the reasonably anticipated presence of blood or other potentially infectious materials on an item or surface.
- E. **Contaminated Laundry**- means laundry which has been soiled with blood or other potentially infectious materials or may contain sharps.
- F. **Contaminated Sharps**- means any contaminated object that can penetrate the skin including, but not limited to, needles, scalpels, broken glass, broken capillary tubes, and exposed ends of dental wires.
- G. **Decontamination**- means the use of physical or chemical means to remove, inactivate, or destroy bloodborne pathogens on a surface or item to the point where they are no longer capable of transmitting infectious particles and the surface or item is rendered safe for handling, use, or disposal.
- H. **Engineering Controls**- means controls (e.g., sharps disposal containers, self-sheathing needles, safer medical devices, such as sharps with engineered sharps injury protections and needleless systems) that isolate or remove the bloodborne pathogens hazard from the workplace.
- I. **Exposure Incident**- means a specific eye, mouth, other mucous membrane, non-intact skin, or parenteral contact with blood or other potentially infectious materials that result from the performance of an employee's duties.
- J. **Handwashing Facilities**- means a facility providing an adequate supply of running potable water, soap and single use towels or hot air-drying machines.
- K. **Licensed Healthcare Professional**- is a person whose legally permitted scope of practice allows him or her to independently perform the activities required by paragraph (f) Hepatitis B Vaccination and Post-exposure Evaluation and Follow-up.
- L. **HBV**- means hepatitis B virus.
- M. **HIV**- means human immunodeficiency virus.
- N. **Needleless systems**- means a device that does not use needles for:
 1. The collection of bodily fluids or withdrawal of body fluids after initial venous or arterial access is established;
 2. The administration of medication or fluids; or
 3. Any other procedure involving the potential for occupational exposure to bloodborne pathogens due to percutaneous injuries from contaminated sharps.

- O. **Occupational Exposure**- means reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties.
- P. **Other Potentially Infectious Materials**- means:
1. The following human body fluids:
 - a. semen,
 - b. vaginal secretions,
 - c. cerebrospinal fluid,
 - d. synovial fluid,
 - e. pleural fluid,
 - f. pericardial fluid,
 - g. peritoneal fluid,
 - h. amniotic fluid,
 - i. saliva in dental procedures,
 - j. any body fluid that is visibly contaminated with blood, and
 - k. all body fluids in situations where it is difficult or impossible to differentiate between body fluids.
 2. Any unfixed tissue or organ (other than intact skin) from a human (living or dead); and
 3. HIV-containing cell or tissue cultures, organ cultures, and HIV- or HBV-containing culture medium or other solutions; and blood, organs, or other tissues from experimental animals infected with HIV or HBV.
- Q. **Parenteral**- means piercing mucous membranes or the skin barrier through such events as needlesticks, human bites, cuts, and abrasions.
- R. **Personal Protective Equipment**- is specialized clothing or equipment worn by an employee for protection against a hazard. General work clothes (e.g., uniforms, pants, shirts, or blouses) not intended to function as protection against a hazard are not considered to be personal protective equipment.
- S. **Regulated Waste**- means liquid or semi-liquid blood or other potentially infectious materials; contaminated items that would release blood or other potentially infectious materials in a liquid or semi-liquid state if compressed; items that are caked with dried blood or other potentially infectious materials and are capable of releasing these materials during handling; contaminated sharps; and pathological and microbiological wastes containing blood or other potentially infectious materials.
- T. **Sharps with engineered sharps injury protections**- means a non-needle sharp or a needle device used for withdrawing body fluids, accessing a vein or artery, or administering medications or other fluids, with a built-in safety feature or mechanism that effectively reduces the risk of an exposure incident.
- U. **Source Individual**- means any individual, living or dead, whose blood or other potentially infectious materials may be a source of occupational exposure to the employee. Examples include, but are not limited to, hospital and clinic patients; clients in institutions for the developmentally disabled; trauma victims; clients of drug and alcohol treatment facilities; residents of hospices and nursing homes; human remains; and individuals who donate or sell blood or blood components.

- V. **Sterilize-** means the use of a physical or chemical procedure to destroy all microbial life including highly resistant bacterial endospores.
- W. **Universal Precautions-** is an approach to infection control. According to the concept of Universal Precautions, all human blood and certain human body fluids are treated as if known to be infectious for HIV, HBV, and other bloodborne pathogens.
- X. **Work Practice Controls-** means controls that reduce the likelihood of exposure by altering the manner in which a task is performed (e.g., prohibiting recapping of needles by a two-handed technique).

Section 3: Program Requirements

- A. **Written program.** The City of Eagle Lake will review and evaluate this standard practice instruction on an annual basis, when changes occur that prompt revision of this document, or when facility operational changes occur that require a revision of this document. This written program will be communicated to all personnel. It encompasses the total workplace, regardless of the number of workers employed or the number of work shifts. It is designed to establish clear goals, and objectives.
- B. **General requirements.** OSHA guidelines require that each employer who has employee(s) with potential occupational exposure to bloodborne pathogens shall prepare an exposure determination. This exposure determination shall contain the following:
 - 1. A list of job classifications for all employees whose job classifications have occupational exposure.
 - 2. A list of job classifications in which some employees have occupational exposure.
 - 3. A list of all tasks and procedures or groups of closely related tasks and procedures in which occupational exposure occurs and that are performed by employees in job classifications listed in the above two categories.
 - 4. The schedule and method of implementation, methods of compliance, Hepatitis B vaccinations and post-exposure evaluation and follow-up, communication of hazards and record keeping required by 29 CFR 1910.1904 and 1030.
 - 5. The procedure for the evaluation of circumstances surrounding incidents.
 - 6. Methods of exposure prevention.
- C. **Job Classifications in Which All Employees in Those Classifications Have Occupational Exposure:**
 - 1. Public Works Department
 - 2. Fire Department
- D. **Job Classifications in Which Some Employees Have Occupational Exposure:**
 - 1. Public Works Department
 - 2. Fire Department
- E. **Tasks and Procedures or Groups of Closely Related Tasks and Procedures in which occupational exposure occurs and that are performed by employees in job classifications listed in accordance with the provisions of 29 CFR 1910.1030:**
 - 1. Cleaning wastewater sampler and emptying sample container

2. All Sewer tasks.

Section 4: Methods of Exposure Prevention

- A. Universal precautions shall be observed to prevent contact with blood or other potentially infectious materials. When differentiation between body fluid types is difficult or impossible, all body fluids shall be considered potentially infectious materials.
- B. Engineering Controls
 1. Engineering and work practice controls shall be used to eliminate or minimize employee exposure. Where occupational exposure remains after the institution of these controls, personal protective equipment shall also be used.
 2. Engineering controls shall be examined and maintained or replaced on a regular schedule to ensure their effectiveness. This schedule will be posted and documented.
- C. Hand Washing Facilities and Practices
 1. The City of Eagle Lake will provide hand washing facilities which are readily accessible to employees.
 2. When provision of hand washing facilities is not feasible, The City of Eagle Lake shall provide an appropriate hand cleanser in conjunction with clean cloth/paper towels or antiseptic towelette. When antiseptic cleansers or towelette are used, hands shall be washed with soap and running water as soon as feasible.
 3. The City of Eagle Lake shall ensure that employees wash their hands immediately or as soon as feasible after removal of gloves or other personal protective equipment.
 4. The City of Eagle Lake shall ensure that employees wash their hands and any other skin with soap and water, or flush mucous membranes with water immediately or as soon as feasible following contact of such body areas with blood or other potentially infectious materials.
- D. Contaminated Needles and Sharps
 1. Contaminated needles or other contaminated sharps shall not be bent, recapped, or removed. Shearing or breaking contaminated needles or other contaminated sharps is prohibited.
 2. Immediately or as soon as possible after use, contaminated sharps shall be placed in appropriate containers. The containers shall be:
 - a. Puncture resistant.
 - b. Labeled or color coded in accordance with this standard.
 - c. Leak-proof on the sides and bottom.
- E. Hygiene Practices
 1. Eating, drinking, smoking, applying cosmetics, or lip balm, and handling contact lenses are prohibited in first aid and restroom areas where there is reasonable likelihood of occupational exposure.
 2. Food and drink shall not be kept in refrigerator, freezer, shelves, cabinets, or on countertops where blood or other infectious materials are present.

3. All procedures involving blood or other potentially infectious materials shall be performed in such a manner as to minimize splashing, spraying, splattering, and generation of droplets of these substances.
4. When there is occupational exposure, the City of Eagle Lake shall provide, at no cost to the employee, appropriate personal protective equipment such as, but not limited to: gowns, gloves, laboratory coats, face shields or masks and eye protection, mouthpieces, resuscitation bags, pocket masks, or other ventilation devices. Personal Protective Equipment shall be considered "appropriate" only if it does not permit blood or other potentially infectious materials to pass through, to, or reach employee's work clothes, street clothes, undergarments, skin, eyes, mouth or other mucous membranes under normal conditions of use and for the duration of time for which the protective equipment will be used.

F. Personal Protective Equipment

1. The City of Eagle Lake shall ensure that employees use appropriate Personal Protective Equipment unless the employer shows that the employee temporarily and briefly declined to use Personal Protective Equipment when, under rare and extraordinary circumstances, it was the employee's professional judgment that in the specific instance its use should have prevented the delivery of health care or safety services or would have posed an increased hazard to the safety of the worker. When the employee makes this judgment, the circumstances shall be investigated to determine whether changes can be instituted to prevent such occurrences in the future.
2. The City of Eagle Lake shall ensure that appropriate protective equipment in the appropriate sizes is readily accessible at the worksite or issued to employees. Hypoallergenic gloves or alternatives shall be readily accessible to those employees who are allergic to the gloves normally provided.
3. The City of Eagle Lake shall clean, launder, and dispose of Personal Protective Equipment required by 29 CFR 1910.1030 at no cost to the employee.
4. The City of Eagle Lake shall repair or replace Personal Protective Equipment as needed to maintain its effectiveness at no cost to the employee.
5. If a garment(s) is penetrated by blood or other potentially infectious materials, the garment(s) shall be removed as soon as feasible.
6. All Personal Protective Equipment shall be removed prior to leaving the facility.
7. When Personal Protective Equipment is removed, it shall be placed in an appropriately designed area or container for storage, washing, decontamination or disposal.
8. Gloves shall be worn when it can be reasonably anticipated that the employee may have contact with blood, other potentially infectious materials, mucous membranes, non-intact skin, when performing vascular access procedures such as removing foreign bodies, and when handling or touching contaminated items or surfaces.
9. Disposable (single use) gloves shall be replaced as soon as feasible if they tear, are punctured, or when their ability to function as a barrier is compromised.
10. Disposable (single use) gloves shall not be washed or decontaminated for reuse.

11. Masks, eye protection, and face shields, masks in combination with eye protective devices such as goggles or glasses with solid side shields, or chin-length face shields, shall be worn whenever splashes, sprays, splatters, or droplets of blood or potentially infectious materials may be generated and eye, nose, or mouth contamination can reasonably be expected.
12. Appropriate protective clothing such as, but not limited to, gowns, aprons, lab coats, clinic jackets or similar outer garments shall be worn in occupational exposure situations. The type and characteristics will depend upon the task and degree of occupational exposure anticipated.

G. General Housekeeping

1. The City of Eagle Lake shall ensure that the worksite is maintained in a clean and sanitary condition. An appropriate schedule for cleaning and method of decontamination based upon the location within the facility, type of surface to be cleaned, type of soil present, and tasks or procedures being performed in the area. The employer will maintain records and documentation of decontamination schedules.
2. All equipment and environmental working surfaces shall be cleaned and decontaminated after contact with blood and other potentially infectious materials.
3. Contaminated work surfaces shall be decontaminated with an appropriate disinfectant after completion of process, immediately or as soon as feasible when surfaces are overtly contaminated or after any spill of any other potentially infectious materials; and at the end of the work shift if the surface may have become contaminated since the last cleaning.
4. Protective covering, such as imperviously backed absorbent paper used to cover equipment and surfaces shall be removed and replaced as soon as feasible when they have been contaminated or at the end of the work shift if they have become contaminated during the shift.
5. All bins, pails, cans, and similar receptacles intended for reuse which have a reasonable likelihood for contamination with blood or other potentially infectious materials shall be inspected and decontaminated on a regularly scheduled basis and cleaned and decontaminated or, as feasible, upon visible contamination. This employer will maintain records and documentation of cleaning and decontamination.
6. Broken glassware which may have been contaminated shall not be picked up directly with the hands. It shall be cleaned up using mechanical means, such as a brush and dustpan, tongs, or forceps.
7. Regulated waste and contaminated sharps shall be discarded immediately or as soon as feasible in containers that are:
 - a. Closable.
 - b. Puncture resistant.
 - c. Leak-proof on sides and bottom.
 - d. Labeled or color-coded in accordance with 29 CFR 1910.1030.
8. During use, containers for contaminated sharps shall be:

- a. Easily accessible to personnel and located as close as is feasible to the immediate area where sharps are used.
 - b. Maintained upright throughout use.
 - c. Replaced routinely and not allowed to overfill.
9. When moving containers of contaminated sharps from the area of use, the containers shall be:
- a. Closed immediately prior to removal or replacement to prevent spillage or protrusion of contents during handling, storage, transport, or shipping.
 - b. Placed in a secondary container if leakage is possible. The second container shall be:
 - i. Closable.
 - ii. Constructed to contain all contents and prevent leakage during handling, storage, transport, or shipping.
 - iii. Labeled or color-coded according to 29 CFR 1910.1030.
10. Reusable containers shall not be opened, emptied, or cleaned manually or in any other manner which would expose employees to the risk of injury made, done or effected through the skin.
11. Other regulated waste shall be placed in containers which are:
- a. Closable.
 - b. Constructed to contain all contents and prevent leakage of fluids during handling, storage, transport, or shipping.
 - c. Labeled or color-coded in accordance with 29 CFR 1910.1030.
 - d. Closed prior to removal to prevent spillage or protrusion of contents during handling, storage, transport, or shipping.
12. If outside contamination of the regulated waste container occurs, it shall be placed in a second container. The second container shall be:
- a. Closable.
 - b. Constructed to contain all contents and prevent leakage of fluids during handling, storage, transport, or shipping.
 - c. Labeled or color-coded in accordance with 29 CFR 1910.1030.
 - d. Closed prior to removal to prevent spillage or protrusion of contents during handling, storage, transport, or shipping.
13. Disposal of all regulated waste shall be in accordance with applicable regulations of the United States and its Territories, The State of MN, and Blue Earth County.

H. Contaminated Laundry

- 1. Contaminated laundry shall be handled as little as possible with a minimum of agitation.
- 2. Contaminated laundry shall be bagged or containerized at the location where it was used and shall not be rinsed or sorted in the location of use.
- 3. Contaminated laundry shall be placed and transported in bags or containers labeled or color-coded in accordance with 29 CFR 1910.1030.
- 4. Whenever contaminated laundry is wet and presents a reasonable likelihood of soak-through of or leakage from the bag or container, the laundry shall be placed and transported in bags or containers which prevent soak-through and/or

- leakage of fluids to the exterior.
5. This employer shall ensure that employees who have contact with contaminated laundry wear protective gloves and other appropriate Personal Protective Equipment.
 6. If contaminated laundry is shipped off-site to a second facility owned by a company which does not utilize universal precautions in the handling of all laundry, the facility generating the contaminated laundry will place such laundry in bags or containers which are labeled or color-coded.
- I. Hepatitis B Vaccination and Post-Exposure Evaluation and Follow-Up.
1. The City of Eagle Lake shall make available the Hepatitis B vaccine and vaccination series to all employees who have occupational exposure, and post-exposure evaluation and follow-up to all employees who have had an exposure incident.
 2. The City of Eagle Lake shall ensure that all medical evaluations and procedures including the Hepatitis B vaccine and vaccination series, and post-exposure evaluation and follow-up, including prophylaxis, are:
 - a. Made available at no cost to the employee.
 - b. Made available to the employee at a reasonable time and place.
 - c. Performed by or under the supervision of a licensed physician or by or under the supervision of another licensed healthcare professional.
 - d. Provided according to recommendations of the U.S. Public Health Service current at the time these evaluations and procedures take place.
 3. The City of Eagle Lake shall ensure that all laboratory tests are conducted by an accredited laboratory at no cost to the employee.
 4. Hepatitis B vaccination shall be made available after the employee has received the required training and within 10 working days of initial assignment to all employees who have occupational exposure unless the employee has previously received the complete Hepatitis B vaccination series, antibody testing has revealed that the employee is immune, or the vaccine is contraindicated for medical reasons.
 5. This employer shall not make participation in a prescreening program a prerequisite for receiving Hepatitis B vaccination.
 6. If the employee initially declines Hepatitis B vaccination but later while still covered under 29 CFR 1910.1030 decides to accept the vaccination, this employer shall make available Hepatitis vaccination at that time.
 7. The City of Eagle Lake shall assure that employees who decline to accept Hepatitis B vaccination offered by the employer sign the statement shown in Appendix A.
 8. If a routine booster dose(s) of Hepatitis B vaccine is recommended by the U.S. Public Health Service at a future date, such booster dose(s) shall be made available in accordance with 29 CFR 1910.1030.
- J. Post-Evaluation and Follow-Up.
1. Following a report of an exposure incident the employer shall immediately make available to the exposed employee a confidential medical evaluation and follow-

up, including at least the following elements:

- a. Documentation of the route(s) of exposure(s), and the circumstances under which the exposure incident occurred.
 - b. Identification and documentation of the source individual, unless the employer can establish that identification is unfeasible or prohibited by state or local law.
2. The source individual's blood shall be tested as soon as feasible and after consent is obtained in order to determine HBV and HIV infectivity. If consent is not obtained, this employer shall establish that legally required consent cannot be obtained. When the source individual's consent is not required by law, the source individual's blood, if available, shall be tested and the results documented.
 3. When the source individual is already known to be infected with HBV or HIV, testing for the source individual's known HBV or HIV status need not be repeated.
 4. Results of the source individual's testing shall be made available to the exposed employee, and the employee shall be informed of applicable laws and regulations concerning disclosure of the identity and infectious status of the source individual.
 5. Post-exposure prophylaxis, when medically indicated, as recommended by the U.S. Public Health Service:
 - a. Counseling.
 - b. Evaluation of reported illness.
 6. The City of Eagle Lake shall ensure that the healthcare professional evaluating an employee after an exposure incident is provided the following information:
 - a. A copy of 29 CFR 1910.1030.
 - b. A description of the exposed employee's duties as they relate to the exposure incident.
 - c. Documentation of the route(s) of exposure and circumstances under which exposure occurred.
 - d. Results of the source individual's blood testing, if available.
 - e. All medical records relevant to the appropriate treatment of the employee including vaccination status which are this employer's responsibility to maintain.
 7. Healthcare Professional's Written Opinion.
 - a. The City of Eagle Lake shall obtain and provide the employee with a copy of the evaluating healthcare professional's written opinion within 115 days of the completion of the evaluation.
 - b. The healthcare professional's written opinion for Hepatitis B vaccination shall be limited to whether Hepatitis B vaccination is indicated for an employee and if the employee has received such vaccination.
 - c. The healthcare professional's written opinion for post-exposure evaluation and follow-up shall be limited to the following information:

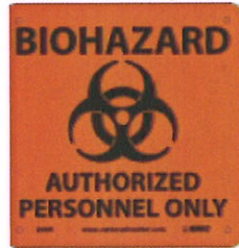
- i. That the employee has been informed of the results of the evaluation.
 - ii. That the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment.
 - d. All other findings or diagnosis shall remain confidential and shall not be included in the written report.
- 8. Medical records required shall be maintained in accordance with standard medical practice.
- K. Communication of Hazard to Employees.
 - 1. Labels and Signs.
 - a. Warning labels shall be affixed to containers of regulated waste, refrigerators, and other containers used to store, transport, or ship blood or other potentially infectious materials.
 - b. Labels required by this section shall be as shown below in Figure #1.

Figure #1



- c. These labels shall be fluorescent orange or orange-red or predominantly so, with lettering or symbols in a contrasting color.
 - d. Labels required shall be affixed as close as feasible to the container by wire, adhesive, or other method that prevents their loss or unintentional removal.
 - e. Red bags or red containers may be substituted for labels.
 - f. Labels required for contaminated equipment shall be in accordance with 29 CFR 1910.1030 and shall also state which portions of the equipment remain uncontaminated.
 - 2. Signs.
 - a. The City of Eagle Lake shall post signs at the entrance to the work areas which shall bear a sign as shown below in Figure #2.

Figure #2



- b. These signs shall be fluorescent orange red with lettering in a contrasting color.

Section 5: Communication and training

- A. The City of Eagle Lake shall ensure that all employees with occupational exposure participate in a training program which must be provided at no cost to the employee and during working hours.
- B. Training will be provided to employees at the time of initial assignment to a position that has been determined to have a risk of occupation exposure, and at least annually thereafter.
- C. Additional training will be provided when changes such as modification of tasks or procedures, or institution of new tasks or procedures, affect the employee's occupational exposure. New training may be limited to addressing the new exposures created.
- D. Material appropriate in content and vocabulary to educational level, literacy and language of employees shall be used.
- E. The training program shall contain at a minimum the following elements:
 - 1. An accessible copy of the text of 29 CFR 1910.1030 and an explanation of its contents.
 - 2. A general explanation of epidemiology and symptoms of bloodborne diseases.
 - 3. An explanation of the modes of transportation of bloodborne pathogens.
 - 4. An explanation of this employer's exposure control plan and how the employee can obtain a copy of the written plan.
 - 5. An explanation of the appropriate methods for recognizing tasks and other activities that may involve exposure to blood and other potentially infectious materials.
 - 6. An explanation of the use and limitations of methods that will prevent or reduce exposure including appropriate engineering controls, work practices, and Personal Protective Equipment.
 - 7. Information on the types, proper use, location, removal, handling, decontamination, and disposal of Personal Protective Equipment.
 - 8. An explanation of the basis for selection of Personal Protective Equipment.

9. Information on the Hepatitis B vaccine, including information on its efficiency, safety, method of administration, the benefits of being vaccinated, and the vaccine and vaccination being offered free of charge.
 10. Information on the appropriate actions to take and persons to contact in an emergency involving blood or other potentially infectious materials.
 11. An explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow-up that will be made available.
 12. Information on the post-exposure evaluation and follow-up that this employer is required to provide for the employee following an exposure incident.
 13. An explanation of the signs and color labels and/or color coding required by 29 CFR 1910.1030.
 14. An opportunity for interactive questions and answers with the person conducting the training session.
- F. The person conducting the training session shall be knowledgeable of the subject matter covered by the elements contained.

Section 6: Record Keeping

A. Medical Records.

1. The City of Eagle Lake shall establish and maintain an accurate record for each employee with occupational exposure in accordance with 29 CFR 1910.20.
2. Records shall include:
 - a. Employee's name and Social Security Number.
 - b. A copy of the employee's Hepatitis B vaccination status including dates of all Hepatitis B vaccinations and any medical records relative to the employee's ability to receive vaccination as required by 29 CFR 1910.1030.
 - c. A copy of all results of examinations, medical testing, and follow-up procedures as required by 29 CFR 1910.1030.
 - d. Eagle Lake's copy of the healthcare professional's written opinion as required by 29 CFR 1910.1030.
 - e. A copy of the information provided to the healthcare professional as required by 29 CFR 1910.1030.
3. Retention of OSHA-required medical records are to be held during the length of employment, plus 30 years.
4. The City of Eagle Lake shall ensure that employee medical records required by 29 CFR 1910.1030 are:
 - a. Kept confidential.
 - b. Are not disclosed or reported without the employee's express written consent to any person within or outside the workplace except as required by 29 CFR 1910.1030 or as may be required by law.

B. Training records

1. Training records shall include the following:

- a. The dates of the training sessions.
- b. The contents or a summary of the training sessions.
- c. The names and qualifications of persons conducting the training session.
- d. Training records shall be maintained for 3 years from the date on which the training occurred.

C. Availability of Records.

1. The City of Eagle Lake shall ensure that all records required to be maintained shall be made available upon request to the Assistant Secretary and the Director for examination and copying.
2. Employee training records required by 29 CFR 1910.1030 shall be provided upon request in accordance with 29 CFR 1910.20.
3. Employee medical records required by 29 CFR 1910.1030 shall be provided upon request in accordance with 29 CFR 1910.20.

D. Transfer of Records.

1. The City of Eagle Lake shall comply with the requirements set forth in 29 CFR 1910.20.
2. If The City of Eagle Lake ceases to do business and there is no successor employer to receive and retain the records for the prescribed period, this employer shall notify the local OSHA Office, at least three months prior to their disposal and transmit them per their instructions, if required, within that three-month period.

APPENDIX A

**Hepatitis B Vaccination Sign-Off Sheet
City of Eagle Lake**

I understand that, due to my occupational exposure to blood or other potential infectious materials, I may be at risk of contracting the Hepatitis B virus (HBV). I have been given the opportunity to be vaccinated with the Hepatitis B vaccine, at no charge to myself.

- I wish to receive the Hepatitis B vaccine.

- I certify that, I received the Hepatitis B Vaccine Series and/or I am in the process of the series and release the City of Eagle Lake from any responsibility associated with it.

- I decline Hepatitis vaccination at this time. I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring Hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with Hepatitis B vaccine, at no charge to myself. I understand that by declining this vaccine, I continue to be at risk of acquiring Hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with Hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Employee's Printed Name Employee's Signature Date

Witness's Printed Name Witness's Signature Date

APPENDIX B

FIRST AID CLEANING SCHEDULE

FOR: _____

MONTH: _____

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I certify that this facility was maintained in accordance with the provisions of this standard practice instruction for the month of _____.

Signature

Date



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: State Flag Transition

The new Minnesota state flag became official on May 11, 2024. Per City staff's research, there does not appear to be an official date by which cities must retire the former state flag and transition to the new flag. At the present time, the City has three (3) Minnesota state flags at the following locations: on a flagpole in front of City Hall, inside the Council Chambers, and on top of the Fire Hall.

Discussion should ensue and direction given to City staff when to transition to the new Minnesota state flag.

A handwritten signature in blue ink that reads "Jennifer J. Bromeland".

Jennifer J. Bromeland
City Administrator

Jennifer Bromeland

From: Needham, Lisa <LNeedham@lmc.org>
Sent: Wednesday, April 10, 2024 4:25 PM
To: Jennifer Bromeland
Subject: RE: Research Question Submission - Flags

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Jennifer – I'm afraid we haven't received much guidance on the state flag, though we have reached out to the Secretary of State about it a few times. We do know that the new flag becomes official on May 11, 2024 and on that day, which is Minnesota Statehood Day, the state will raise it over the Capitol Building and on the Capitol Mall at the Peace Officer's Memorial.

<https://www.revisor.mn.gov/laws/2023/0/62/#laws.2.5.0>

The State Emblems Redesign Commission does have the flag and seal graphics packages already available for use in printing and the like, but doesn't address the retirement of the existing flag or the flying of new ones.

<https://www3.mnhs.org/serc>

You may wish to bookmark that page, as it may be where the state chooses to provide further information about flying the new flag. Should the League obtain guidance, it is also likely something that we would put on our website. Please let me know if you have further questions. Thank you.

Lisa M. Needham (she/they) | **Staff Attorney**
Phone: (651) 281-1271 | lneedham@lmc.org

League of Minnesota Cities | 145 University Ave. West | St. Paul, MN 55103
www.lmc.org | [Facebook](#) | [Twitter](#) | [Podcast](#)

This response is intended to convey general information and should not be taken as legal advice or as a substitution for competent legal guidance. Consult your city attorney for advice regarding specific situations.

From: Shared-Research-Inquiries <Research@lmc.org>
Sent: Tuesday, April 9, 2024 1:57 PM
To: Shared-Research-Inquiries <Research@lmc.org>; jrbromeland@eaglelakemn.com
Subject: Research Question Submission

Research Question Submission

Thank you for submitting a research question to the League of Minnesota Cities. The League's Research Staff will begin working on it as soon as possible.

You submitted the following information:

First Name: Jennifer
Last Name: Bromeland
Position: City Administrator
City: Eagle Lake



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Fee Schedule for Pavilion

With the completion of the pavilion at Lake Eagle Park, the Park Board recommends that the following fee schedule be adopted:

Two Hour Rental	\$25.00
Four Hour Rental	\$50.00
All Day Rental	\$100.00

A refundable deposit of \$50.00 would be required for all rentals regardless of length of rental. The purpose of the deposit is to cover any necessary extra cleaning or damage.

An enclosed bulletin board for outdoor use will be needed to post the last name of the party that reserves the pavilion and timeframe along with any rules and regulations for use.

The consensus of the Park Board is to hold off on renting the pavilion until the grass has been fully established.

Discussion should ensue.

A motion is needed to accept the Park Board's recommendation.

Jennifer J. Bromeland
City Administrator



705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax


June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Grant Agreement with MPCA for Stormwater and Community Resilience

Attached is a grant contract between the Minnesota Pollution Control Agency and the City of Eagle Lake for the Increasing Stormwater and Community Resilience in the City of Eagle Lake Project. The grant award totals \$48,680.00. The grant funds will be used to develop a future flooding resilience plan and develop a community-wide climate vulnerability assessment and compost site feasibility study.

Also attached is a proposal from the City's consultant that assists with stormwater, ISG, to assist in completing the tasks as outlined in the scope of services.

A motion is needed to accept the grant agreement with MPCA and also the proposal from ISG for consultant services.


Jennifer J. Bromeland
City Administrator

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This grant contract is between the state of Minnesota, acting through its Commissioner of the **Minnesota Pollution Control Agency**, 520 Lafayette Road North, St. Paul, MN 55155-4194 ("MPCA" or "State") and the **City of Eagle Lake**, 705 Parkway Avenue, PO Box 159, Eagle Lake, MN 56024 ("Grantee").

Recitals

1. Under Minn. Stat. § 116.03, subd.2, the State is empowered to enter into this grant.
2. The State is in need of the **Increasing Stormwater and Community Resilience in the City of Eagle Lake Project (project)**.
3. Grantee will comply with required grants management policies and procedures set forth through [Minn.Stat.§16B.97](#), subd. 4 (a) (1).
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to [Minn.Stat.§16B.98](#), subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1. Term of Grant Contract

1.1 Effective Date. **May 13, 2024**, Per [Minn. Stat.§16B.98](#), Subd. 5, the Grantee must not begin work until this grant contract is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per [Minn.Stat.§16B.98](#) Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed.

1.2 Expiration Date. **June 30, 2025**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 Survival of Terms. The following clauses survive the expiration or cancellation of this grant contract: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2. Grantee's Duties

The Grantee, who is not a state employee, will perform the duties specified in **Attachment A** which is attached and incorporated into this grant contract.

3. Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4. Consideration and Payment

4.1 Consideration. The State will pay for all services performed by the Grantee under this grant contract as follows:

- (a) **Compensation.** The Grantee will be paid according to the breakdown of costs contained in **Attachment A**, which is attached and incorporated into this grant contract. Grantee certifies they will provide no less than 10% (ten percent) of the total grant amount as cash match or in-kind services.

- (b) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed the total amount set forth in the travel expense items of the detailed budget section of **Attachment A**, which is attached and incorporated into this grant contract; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.
- (c) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed **\$48,680.00 (Forty Eight Thousand Six Hundred Eighty Dollars and Zero Cents)**.

4.2 Payment

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

Invoices for expenses incurred to-date may be submitted as frequently as monthly. First invoice is required no later than 6 (six) months or midway through the project, whichever comes first. Email updates about the status of the project are required to be provided to the State's Authorized Representative whenever an invoice is submitted to MPCA Accounts Payable. The State's Authorized Representative will not approve an invoice through the state system without this project update. A final invoice for payment of remaining grant funds expended by the project is required to be submitted at the completion of the project after a Grant Project Final Report, in a format provided to the Grantee by the MPCA, has been submitted to the State's Authorized Representative and approved. Payment of the final 10% (ten percent) of grant funds will be held back until the project is completed satisfactorily and all deliverables have been submitted and approved.

Invoices must be emailed to mpca.ap@state.mn.us, cc'd to the State's Authorized Representative, and contain the following information:

- Name of Grantee
- Grantee's Authorized Representative
- State's Authorized Representative
- SWIFT Contract No.
- Total amount requested for this invoicing period
- Invoice number
- Invoice date
- Invoicing period (actual working period covered by the invoice)
- Cumulative amount of grant expended to date
- Amount of match expended this invoicing period
- Cumulative amount of match expended to date
- Time and material breakdown for invoicing period:
 - Itemization **by each task worked on that period and for each position that worked on it** showing actual hourly rates, hours worked and total dollar amounts (divided into grant-funded and match); consultant invoices may be requested

- Receipts for supplies and any other itemized materials costs to be reimbursed with grant funds or counted as match
- Itemized per diem expenses, stipends or similar; receipts may be requested to be submitted with invoice
- Other items as requested

If there is a problem with submitting an invoice electronically, please contact the Accounts Payable Unit at 651-757-2491.

The Grantee shall submit an invoice for the final payment within 15 (fifteen) days of the original or amended end date of this grant contract. The State reserves the right to review submitted invoices after 15 (fifteen) days and make a determination as to payment.

(b) Unexpended Funds. The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements

Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must follow the law.

(a) For projects that include construction work and have a total project cost of \$25,000 or more, prevailing wage rules apply per [Minn. Stat. §§177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

(b) The grantee must not contract with vendors who are suspended or debarred in MN: <https://mn.gov/admin/osp/government/suspended-debarred/>.

5. Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. Authorized Representative

The State's Authorized Representative is **Liz Wiese**, 7678 College Road, Ste 105, Baxter, MN 56425, 651-757-5072, liz.wiese@state.mn.us or successor and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance of each invoice submitted for payment.

The Grantee's Authorized Representative is **Jennifer Bromeland**, 705 Parkway Avenue, PO Box 159, Eagle Lake, MN 56024, 507-257-3218, jbromeland@eaglelakemn.com, or successor. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7. Assignment, Amendments, Change Orders, Waiver, and Grant Contract Complete

7.1 Assignment. The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 Amendments. Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 Change Orders. If the State's Authorized Representative or the Grantee's Authorized Representative identifies a change needed in the workplan and/or budget, either party may initiate a Change Order using the Change Order Form provided by the MPCA. Change Orders may not delay or jeopardize the success of the Project, alter the overall scope of the Project, increase or decrease the overall amount of the Contract, or cause an extension of the term of this Contract. Major changes require an Amendment rather than a Change Order. A Change Order also is required to name a successor if the State's Authorized Representative or the Grantee's Authorized Representative is no longer available to fulfill that role.

The Change Order Form must be approved and signed by the State's Authorized Representative and the Grantee's Authorized Representative in advance of doing the work included in the Change Order. Documented changes will then become an integral and enforceable part of the Contract. The MPCA has the sole discretion on the determination of whether a requested change is a Change Order or an Amendment. The state reserves the right to refuse any Change Order requests.

7.4 Waiver. If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.5 Grant Contract Complete. This grant contract contains all negotiations and contracts between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8. Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9. State Audits

Under Minn. Stat. § 16B.98, subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government Data Practices and Intellectual Property

10.1 Government Data Practices

The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data

referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 Intellectual property rights

(a) **Intellectual property rights.** The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this grant agreement. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant agreement. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant agreement. The Documents shall be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee, at the Grantee's expense, upon the written request of the State, or upon completion, termination, or cancellation of this grant agreement. To the extent possible, those Works eligible for copyright protection under the United States' Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(b) Obligations.

- (1) **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant agreement, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure therein.
- (2) **Representation.** The Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause Liability, the Grantee shall indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, attorney fees. If such a claim or action arises or in Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

- (3) **License.** The State hereby grants a limited, no-fee, noncommercial license to the Grantee to enable the Grantee's employees engaged in research and scholarly pursuits to make, have made, reproduce, modify, distribute, perform, and otherwise use the Works, including Documents, for research activities or to publish in scholarly or professional journals, provided that any existing or future intellectual property rights in the Works or Documents (including patents, licenses, trade or service marks, trade secrets, or copyrights) are not prejudiced or infringed upon, that the Minnesota Data Practices Act is complied with, and that individual rights to privacy are not violated. The Grantee shall indemnify and hold harmless the State for any claim or action based on the Grantee's use of the Works or Documents under the provisions of Clause 10.2(b)(2). Said license is subject to the State's publicity and acknowledgement requirements set forth in this grant agreement. The Grantee may reproduce and retain a copy of the Documents for research and academic use. The Grantee is responsible for security of the Grantee's copy of the Documents. A copy of any articles, materials or documents produced by the Grantee's employees, in any form, using or derived from the subject matter of this license, shall be promptly delivered without cost to the State.

11. Workers' Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12. Publicity and Endorsement

12.1 Publicity. Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

12.2 Endorsement. The Grantee must not claim that the State endorses its products or services.

13. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination

14.1 Termination by the State. The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 Termination for Cause. The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the

refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding. The State may immediately terminate this grant contract if:

- (a) It does not obtain funding from the Minnesota Legislature.
- (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15. Data Disclosure

Under [Minn. Stat. § 270C.65](#), subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

To protect Grantee's personal data, Grantee is strongly encouraged to obtain and use a Minnesota tax identification number.

16. Reporting Requirements

Final Report. By the date specified in the project workplan and in a format provided by the MPCA, the Grantee shall submit a final report to the MPCA, plus all project deliverables identified in the workplan.

If the States Authorized Representative determines that the information submitted in the Final Report and/or Project Deliverables is inadequate, the Grantee shall prepare and submit additional / corrected information reasonably requested by the State's Authorized Representative. The Final Report and Project Deliverables shall not be approved by the State's Authorized Representative and final payment shall not be disbursed unless the Report and Deliverables contains the specified information to the satisfaction of the State's Authorized Representative.

Signatures

Title	Name	Signature	Date
-------	------	-----------	------

Admin ID

Project title:

Increasing Stormwater and Community Resilience in City of Eagle Lake

1. Project summary:

Organization: City of Eagle Lake (the City)
Grantee's Authorized Representative (Grantee project manager): Jennifer Bromeland
Title:
Address: 705 Parkway Avenue, PO Box 159
Eagle Lake, MN 56024
Phone: 507-257-3218
Email: jbromeland@eaglelake.mn

Minnesota Pollution Control Agency (MPCA) contact:

State's Authorized Representative (MPCA project manager): Liz Wiese
Title: Grants Coordinator
Address: 7678 College Road, Ste 105
Baxter, MN 56425
Phone: 651-757-5072
Email: liz.wiese@state.mn.us

Project information

Start date: 05/2024 **End date:** 6/30/2025
Total cost: \$57,140.00 (Grant: \$48,680.00; Match: \$8,460.00)

2. Statement of project purpose(s)

This project has three primary purposes: understand and mitigate flood impacts identified through future climate and buildout scenarios, implement a robust community wide climate vulnerability assessment to envision solutions for the community assets most at risk from extreme weather, and evaluate compost site feasibility to increase resiliency for the community and stormwater infrastructure.

3. Goal statement, project deliverable(s), tasks, and subtasks

Goal statement: The goal of this project is to equip the City to address current and future localized flooding by updating the existing stormwater drainage study to include future climate and build out scenarios, creating a safe and healthy living environment for areas at risk for current and future flooding. This project will also identify community assets that are vulnerable to climate change, along with a plan to protect those community assets, improving the quality of life for all residents in the community, with a special focus on assets within the low income portions of the community to provide living standards equal to those in other areas of the community.

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The final goal of this project is to conduct a feasibility study for the development of a compost site within the community, providing a sustainable option for residents to dispose of yard waste and obtain low cost soil amendments, as well as reduce future investments in stormwater maintenance caused by leaf litter.

Project deliverables: Deliverables for the project include: an updated stormwater drainage study complete with improvement scenarios for specific locations, a climate vulnerability assessment and mitigation plan for community assets, and a feasibility study on the implementation of a compost site. These detailed planning documents will provide the City Staff and City Council with clear steps for implementing critical climate resiliency projects throughout the community, making grant applications and other funding pursuits achievable and workload manageable.

Task 1 of 3: Future Flooding Resilience Plan (updated stormwater drainage study)

The City has a history of localized flooding that has caused impacts to local streets and residential areas. To better assess flooding issues and reduce future impacts, the City completed a drainage study in early 2018. The study included XPSWMM modeled scenarios for the 10- and 100-year rain events using Atlas 14 frequency estimates. The results of this study have been useful to guide the development that has occurred since the study was completed, however the study does not include future climate projects, the development that has occurred in the past 5 years, or potential build out scenarios based on current zoning. This task leverages the previous investment in the XPSWMM model and report while developing future precipitation as well as build-out scenarios, converts it to the new ICM software (XPSWMM is no longer supported by the software company), incorporates the most recent data and climate projection models, and provides a road map for the City to follow for implementation of the updated study.

Subtask 1a: Existing model will be updated and prepared for scenarios

Brief description of activities involved: Working with an advisory committee consisting of representatives of the City, MPCA, Department of Natural Resources (DNR), and consultants, up to four (4) future climate scenarios will be developed and modeled. Data sources for scenario development will only include sanctioned tools, such as publications and tools developed by the University of Minnesota, Environmental Protection Agency (EPA), and project partner agencies.

Subtask 1b: Climate and community build out scenarios modeled

Brief description of activities involved: Working with an advisory committee consisting of representatives of the City, MPCA, DNR, and consultants, up to four (4) future climate scenarios will be developed and modeled. Data sources for scenario development will only include sanctioned tools, such as publications and tools developed by the University of Minnesota, EPA, and project partner agencies.

Task 2 of 3: Community wide climate vulnerability assessment and compost site feasibility

The City is a growing community within the rapidly urbanizing area in and around Mankato, which has grown to a population of over 1.6 million in the past decade. As such the City is experiencing rapid residential development and city leadership wishes to provide safe, affordable, and desirable services and amenities for community members now and into the future. Current and future open space will need to meet multiple demands for services and amenities while also limiting risk and maintenance into the future. Community buildings will also be evaluated to determine vulnerability due to age, location, or structure soundness under extreme conditions. This task focuses on engaging the community together to identify key assets that are vulnerable to climate change as revealed through the results of Task 1 as well as an assessment of other climate stressors such as temperature and drought. Once identified, opportunities for mitigating these vulnerabilities will be envisioned through a community engagement process. To obtain comprehensive feedback and community engagement, the engagement plan will feature a variety of opportunities for participation to fit the needs of various community members. Upon receiving community input, a feasibility assessment of alternatives will be completed and presented to community members for final refinement. Solutions may include increasing the range and diversity of tree cover and native vegetation establishment across larger greenspace areas to reduce heat island effect and create refuge for people as well as flora and fauna. One key consideration for this task is the feasibility of a compost facility, which is currently not available within the city limits. City leadership wishes to create awareness of the stormwater and pollution issues related to improper yard waste management, evaluate support for a compost facility, identify potential sites, and create concepts for a compost facility that create a pathway for future development. A compost facility would reduce the potential for undesirable disposal of yard waste such as burning or illegal dumping as well as provide a cost-effective soil amendment that further advances the resilience of the community.

Subtask 2a: Development of a Community Engagement Plan

Brief description of activities involved: Create an advisory committee of interested stakeholders from various income classes, ages, and races to the extent possible. Develop an engagement plan that will incorporate a variety of community members and begin outreach and implementation of engagement plan. To maximize the amount of public input, a suite of engagement opportunities will be included within the engagement plan. Some examples include facilitated, in-person, interactive brainstorming and prioritization sessions at key locations in the City, virtual platforms for submitting input remotely, and pop-up events. Pop-up events may occur in venues such as banks, the laundromat, and City parks. Event invitations will be distributed via U.S. mail, included with utility bills, social media platforms, and more.

Subtask 2b: Community asset vulnerability assessment

Brief description of activities involved: Create maps, compile data, present compelling information based on Task 1 outcomes and conduct community engagement aimed at obtaining and prioritizing community concerns. Ensure that engagement efforts are

targeted to all areas of the community.

Subtask 2c: Community asset vulnerability and compost site feasibility

Brief description of activities involved: Developing to a 30% design the feasibility for prioritized alternatives.

Task 3 of 3: Final Report and Project Deliverables

Subtask 3a: Submit Grant Final Report

Brief description of activities involved: Will provide a final grant project report using the MPCA template approximately one month prior to the end of the grant agreement on June 30, 2025, or at completion of the project, whichever occurs first. Will respond promptly to any requests by the MPCA authorized representative for additional information and/or corrections to the report.

Timeframe: May-June 30, 2025

Subtask 3b: Submit Project Deliverables

Brief description of activities involved: Will provide electronic files of all project deliverables to the MPCA authorized representative prior to the end of the grant agreement on June 30, 2025, or at the completion of the project, whichever occurs first.

Timeframe: May-June 30, 2025

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520 Lafayette Road North
St. Paul, MN 55155-4194

Attachment A
Planning Grants
for Stormwater, Wastewater,
and Community Resilience
Budget

SWIFT Contract No.: 243457
AI: 125608

Increasing Stormwater and Community Resilience in the City of Eagle Lake

Cost category	Cost (\$/unit)	Not to Exceed	Grant funds	Cash Match	In-Kind Match	Total Match	Total Budget
Consultant Project Manager	\$170.00	hour	\$6,800.00	\$0.00	\$0.00	\$0.00	\$6,800.00
Consultant Modeler	\$150.00	hour	\$18,600.00	\$0.00	\$0.00	\$0.00	\$18,600.00
Consultant Outreach/Scientist	\$120.00	hour	\$11,760.00	\$0.00	\$0.00	\$0.00	\$11,760.00
City Project Manager - Administrator	\$75.00	hour	\$600.00	\$0.00	\$3,600.00	\$3,600.00	\$4,200.00
City Public Works Director	\$60.00	hour	\$0.00	\$0.00	\$3,360.00	\$3,360.00	\$3,360.00

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April 1, 2024

Jennifer Bromeland

Administrator

City of Eagle Lake
705 Parkway Avenue
P.O. Box 15
Eagle Lake, MN 56024

507.257.3218
jbromeland@eaglelakemn.com

**RE: Professional Services Proposal for
Stormwater + Community Resilience**
Eagle Lake, Minnesota



Jennifer,

As the City of Eagle Lake looks to implement the recently acquired MPCA small community resilience grant, ISG stands eager and ready to assist. ISG understands that the City would like to understand and mitigate flood impacts identified through future climate and buildout scenarios, implement a robust community-wide climate vulnerability assessment to envision solutions for the community assets most at risk from extreme weather, and evaluate compost site feasibility to increase resiliency for the community and stormwater infrastructure.

Backed by our in-house, multi-disciplinary professionals, vast industry experience, and a sound project understanding, ISG proposes to provide the following scope of services to meet your project needs.

SCOPE OF SERVICES

Task 1: Future Flooding Resilience Plan (Updated Stormwater Drainage Study)

The City of Eagle Lake has a history of localized flooding that has caused impacts to local streets and residential areas. To better assess flooding issues and reduce future impacts, the City completed a drainage study in early 2018. The study included XPSWMM modeled scenarios for the 10- and 100-year rain events using Atlas 14 frequency estimates.

This task leverages the previous investment in the XPSWMM model and report while developing future precipitation, as well as buildout scenarios, converts it to the new ICM software, as XPSWMM is no longer supported by the software company, incorporates the most recent data and climate projection models, and provides a road map for the City to follow for implementation of the updated study.

ISG will complete the following for this task:

- Convert the existing XPSWMM model to ICM software, update the model with new data, such as the current buildout, and calibrate to existing conditions
- Work with an advisory committee consisting of representatives of the City of Eagle Lake, Minnesota Pollution Control Agency (MPCA), Minnesota Department of Natural Resources (DNR), and consultants. Up to four (4) future climate scenarios will be developed and modeled
- Develop a draft report to be reviewed by advisory committee, and finalized; results will be presented in multiple formats, including a community forum as well as through easily understood outreach materials available on the City website, and quarterly mailed and electronic newsletters

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Task 2: Community-Wide Climate Vulnerability Assessment + Compost Site Feasibility

The City of Eagle Lake is experiencing rapid residential development and City leadership wishes to provide safe, affordable, and desirable services and amenities for community members now and into the future. Current and future open space will need to meet multiple demands for services and amenities while also limiting risk and maintenance into the future. Community buildings will also be evaluated to determine vulnerability due to age, location, or structure soundness under extreme conditions.

This task focuses on engaging the community together to identify key assets that are vulnerable to climate change as revealed through the results of Task 1, as well as an assessment of other climate stressors such as temperature and drought. Once identified, opportunities for mitigating these vulnerabilities will be envisioned through a community engagement process. To obtain comprehensive feedback and community engagement, the engagement plan will feature a variety of opportunities for participation to fit the needs of various community members.

Upon receiving community input, a feasibility assessment of alternatives will be completed and presented to community members for final refinement. Solutions may include increasing the range and diversity of tree cover and native vegetation establishment across larger greenspace areas to reduce heat island effect and create refuge for people as well as flora and fauna. One key consideration for this task is the feasibility of a compost facility, which is currently not available within the city limits.

City leadership wishes to create awareness of the stormwater and pollution issues related to improper yard waste management, evaluate support for a compost facility, identify potential sites, and create concepts for a compost facility that create a pathway for future development. A compost facility would reduce the potential for undesirable disposal of yard waste such as burning or illegal dumping as well as provide a cost-effective soil amendment that further advances the resilience of the community.

ISG will complete the following for this task:

- Create an advisory committee of interested stakeholders from various income classes, ages, and races to the extent possible
- Develop an engagement plan that will incorporate a variety of community members, and begin outreach and implementation of engagement plan
 - To maximize the amount of public input, a suite of engagement opportunities will be included within the engagement plan. Some examples include facilitated, in-person, interactive brainstorming and prioritization sessions at key locations in the City, virtual platforms for submitting input remotely, and pop-up events
 - Event invitations will be distributed via U.S. mail, included with utility bills, social media platforms, and more



- Create maps, compile data, present compelling information based on Task 1 outcomes and conduct community engagement aimed at obtaining and prioritizing community concerns
- Initiate engagement activities to identify opportunities, evaluate alternatives, and refine the alternatives
- Design the feasibility for prioritized alternatives to 30%

Task 3: Final Report + Project Deliverables

ISG will complete the following for this task:

- Assist the City in developing a final grant project report using the MPCA template approximately one month prior to the end of the grant agreement on June 30, 2025, or at completion of the project, whichever occurs first. Our team will respond promptly to any requests by the MPCA authorized representative for additional information and/or corrections to the report
- Assist the City in assembling electronic files of all project deliverables to be submitted to the MPCA authorized representative prior to the end of the grant agreement on June 30, 2025, or at the completion of the project, whichever occurs first

COMPENSATION

ISG proposes to provide the scope of work described within this proposal for compensation in accordance with the following schedule. Anticipated reimbursable expenses such as travel, mileage, and printing are included.

Task	Cost
Task 1: Future Flooding Resilience Plan (Updated Stormwater Drainage Study)	\$23,040
Task 2: Community-Wide Climate Vulnerability Assessment + Compost Site Feasibility	\$22,960
Task 3: Final Report + Project Deliverables	\$2,680
Total	\$48,680

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April 1, 2024

ISG

Applicable Contract

The General Terms and Conditions applicable to this Proposal are available at the link below and are hereby accepted and incorporated herein by reference. Upon acceptance of this Proposal, the parties can proceed with the project based on this signed Proposal, per its General Terms and Conditions, or for more complex projects, ISG, at its discretion, will prepare and require the use of an AIA or EJCDC Contract that will govern the project.



General Terms + Conditions
bit.ly/termsconditions_isg

SCHEDULE

Task	Schedule
Task 1: Future Flooding Resilience Plan (Updated Stormwater Drainage Study)	April 2024 –January 2025
Task 2: Community-Wide Climate Vulnerability Assessment + Compost Site Feasibility	August 2024–May 2025
Task 3: Final Report + Project Deliverables	July–September 2025

ADDITIONAL SERVICES

ISG's goal for this proposal, like its services, is to be flexible with accommodating the requirements of this project. Upon request, ISG is able to provide a subsequent proposal to assist with additional professional design and construction phase services that will be necessary to facilitate this project as it moves forward.

ISG appreciates the opportunity to provide a solution tailored to the needs of the City of Eagle Lake. Upon acceptance of this proposal, please sign the acknowledgment box and return a copy of the proposal to our office. We look forward to providing you with responsive service, a collaborative approach, and timely delivery.

Sincerely,

Julie Blackburn, CFM
Business Unit Leader

ACKNOWLEDGMENT OF ACCEPTANCE

This proposal is valid for 30 days.

Accepted this _____ day of _____, 2024.

Company: _____
Print

Name: _____
Print

Title: _____
Print

Signature: _____

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705 Parkway Ave, PO Box 159, Eagle Lake, MN 56024
(507) 257-3218 Phone (507) 257-3220 Fax

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: Climate Impact Corps Site Agreement for 2024-2025

The City of Eagle Lake's request for another Community Forestry Member has been approved for the 2024-2025 service term. Attached is a site agreement. August 26 is the start date for the new service term.


A motion is needed to authorize City staff to sign the above-referenced site agreement.


Jennifer J. Bromeland
City Administrator

Jennifer Bromeland

From: DocuSign NA3 System <dse_NA3@docusign.net> on behalf of Ampact via DocuSign <dse_NA3@docusign.net>
Sent: Friday, May 31, 2024 5:32 PM
To: Jennifer Bromeland
Subject: Minnesota Climate Impact Corps Site Agreement 2024-2025

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.



Ampact sent you a document to review and sign.

[REVIEW DOCUMENT](#)

A large rectangular area with a light beige, textured background. At the top center is a circular icon containing a document with a pencil. Below the icon is the text 'Ampact sent you a document to review and sign.' At the bottom center is a yellow rectangular button with the text 'REVIEW DOCUMENT' in black capital letters.

Ampact
sites@ampact.us

Greetings,

We are happy to partner with you in the 2024-2025 program year! Your next step is to complete the 2024-2025 site agreement. Please click on the yellow button to review and sign your site agreement at your earliest convenience. After you and a representative from our organization sign, a copy will be emailed to you.

To simplify the agreement process, site partners who signed a full site agreement for the 2023-2024 program year will sign a brief site agreement amendment extending the terms of the agreement through July 2025. Site partners adding AmeriCorps programs or with site fee expectations must also sign additional documents.

Our site agreement requires the signature of someone who is authorized to enter into an agreement on behalf of your site or district/agency. Please contact us as soon as



AMENDMENT TO THE 2023-2024 SITE AGREEMENT BETWEEN READING & MATH, INC. DBA AMPACT AND THE SERVICE SITE

This Agreement is between Reading & Math, Inc. Dba Ampact, a Minnesota nonprofit corporation ("Program" or "Ampact") and
4913 - City of Eagle Lake, Eagle Lake, Minnesota 56024

("Service Site").

- A. Ampact and the Service Site entered into an agreement that defines the terms and conditions governing the placement and services of AmeriCorps members at location(s) managed by the Service Site (the "Agreement"); and
- B. By its terms, the Agreement may be amended only by written agreement between the parties; and
- C. The parties now wish to modify the Agreement as set forth below.

AGREEMENT

In consideration of all of the mutual promises contained in the Agreement, the parties now agree as follows:

- 1. The first paragraph shall be amended to extend the term of Agreement through the 2024-2025 AmeriCorps program year, ending on July 31, 2025.
- 2. The following Addendum(s) shall be added:
None

; and

- 3. There shall be no other modifications at all to the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth below.

Service Site Staff

Name Jennifer Bromeland

Title City Administrator

Signature

Date

Reading & Math, Inc. DBA Ampact Staff

Name Sadie O'Connor

Title President

Signature

Date

June 3, 2024

To: Honorable Mayor Norton and City Council
From: Jennifer J. Bromeland, City Administrator
Re: City Administrator Report

1. Boulevard Trees. There's been an uptick in questions from residents about boulevard trees and who is responsible for maintenance and removal – the city or the property owner. Attached is an excerpt from City Code related to street trees and responsibility.
2. YTD Revenue and Expenditure Report. Please refer to the YTD expenditures and revenues included in your packet. This is included for informational purposes only. Let me know if you have any questions or if you would like more detail for any of the line items.
3. Annual League of Minnesota Cities Conference. Mayor Norton, Council Member Whittington, and I will be attending the annual LMC conference June 26-28 in Rochester.
4. Automatic Locking Doors and Surveillance Camera Project Update. Per the contractor working on the project, Freedom Security, the automatic locking doors and pavilion cameras should be installed and on line by the end of the week.
5. Fox Meadows Phase Two TIF. City staff has been in communication with the developer and TIF consultant about information needed to put together an agreement for Phase Two for TIF. An agreement will be forthcoming shortly for your review and approval. With interest rates remaining high and the cost of building materials, TIF is an important economic development tool that many cities are using.
6. Tree Planting Initiative with the Eagle Lake Area Lions Club. The Eagle Lake Area Lions Club is undertaking an environmental project to encourage the planting of more trees in Eagle Lake, especially in newer subdivisions. The City of Eagle Lake will be partnering with the EL Area Lions to distribute tree seedlings to residents at no cost. The City's community forestry member will be on hand to assist residents with any tree planting and maintenance questions. The seedlings are expected to arrive between June 10-13. More details to follow shortly to residents about the initiative and when and where to pick up tree seedlings.



Jennifer J. Bromeland
City Administrator

Chapter 5, Section 5.080

Subd. 5. Street Trees.

- A. If property owner desires and if space permits, a minimum of two trees shall be planted on each lot within the defined boulevard. For corner lots, a minimum of four trees (two on each street side) shall be planted on each lot. Trees shall be planted a minimum distance of twenty-five (25) feet a part.
- B. No trees shall be planted within any utility easement.
- C. Trees shall not be planted within thirty (30) feet of street intersections.
- D. Trees will be a minimum size of one and one-quarter (1 1/4) inches to two (2) inches in diameter. Tree diameter is measured six (6) inches above ground level.
- E. Trees shall not be planted within three (3) feet of any private utility hook-ups, utility mains or services lines, and concrete drives or walks.
- F. Property owners will be responsible for the care of the trees.
- G. Trees used for street planting must be compatible with the local landscape conditions and not presently under disease epidemic. Prohibited tree species include all conifer, evergreen, poplar, box elder, elm, silver maple, fruit bearing trees and any others designed by the City.

CITY OF EAGLE LAKE

*Revenue Guideline

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	YTD Balance	% of YTD Budget
FUND 101 GENERAL					
R 101-31000 Property Taxes	\$945,045.00	\$0.00	\$3,710.76	\$941,334.24	0.39%
R 101-32100 Business Licenses	\$3,000.00	\$0.00	\$450.00	\$2,550.00	15.00%
R 101-32210 Building Permits	\$75,000.00	\$9,276.48	\$18,919.92	\$56,080.08	25.23%
R 101-32211 Surcharge - Flat Fee	\$100.00	\$11.00	\$56.00	\$44.00	56.00%
R 101-32212 Surcharge - Value	\$1,500.00	\$306.00	\$468.50	\$1,031.50	31.23%
R 101-32213 Surcharge - Plumbing	\$75.00	\$2.00	\$5.00	\$70.00	6.67%
R 101-32214 Surcharge - Mechanical	\$75.00	\$2.00	\$5.00	\$70.00	6.67%
R 101-32215 Surcharge - Other	\$10.00	\$1.00	\$1.00	\$9.00	10.00%
R 101-32220 Zoning Permit	\$1,150.00	\$320.00	\$760.00	\$390.00	66.09%
R 101-32221 Rental Inspection	\$1,000.00	\$346.67	\$1,003.33	-\$3.33	100.33%
R 101-32240 Animal Permits & Licen	\$1,500.00	\$40.00	\$639.00	\$861.00	42.60%
R 101-32260 Refunds and Reimburs	\$35,000.00	\$0.00	\$8,145.06	\$26,854.94	23.27%
R 101-33000 Intergovernmental Reve	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-33100 Federal Grants and Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-33400 State Grants and Aids	\$25,000.00	\$0.00	\$4,200.00	\$20,800.00	16.80%
R 101-33401 Local Government Aid	\$749,370.00	\$0.00	\$0.00	\$749,370.00	0.00%
R 101-33405 PERA Rate Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-33418 MN Police Relief Paym	\$28,353.00	\$0.00	\$0.00	\$28,353.00	0.00%
R 101-33419 MN Fire Relief Payment	\$23,582.00	\$0.00	\$33,075.98	-\$9,493.98	140.26%
R 101-33428 Payment in Leau of Tax	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-34107 Adminstrative Service F	\$4,000.00	\$368.25	\$1,725.50	\$2,274.50	43.14%
R 101-34110 Planning & Zoning Fees	\$1,000.00	\$0.00	\$416.00	\$584.00	41.60%
R 101-34403 Refuse Collection Char	\$0.00	\$105.00	\$105.00	-\$105.00	0.00%
R 101-34404 Recycling Collection Ch	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-35000 Fines and Fees	\$3,500.00	\$83.31	\$502.12	\$2,997.88	14.35%
R 101-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-36101 Indust. Park - N. Lift Sta	\$1,926.00	\$0.00	\$0.00	\$1,926.00	0.00%
R 101-36102 Greenfield Assessment	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-36103 Joan Lane Special Asse	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-36104 Lakeview Watermain 13	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-36106 Sparrowhawk Sp. Assm	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-36200 Miscellaneous Revenue	\$100.00	\$0.00	\$0.00	\$100.00	0.00%
R 101-36210 Interest Earnings	\$50,000.00	\$0.00	\$75,001.08	-\$25,001.08	150.00%
R 101-36230 Contributions - General	\$7,500.00	\$1,000.00	\$1,540.25	\$5,959.75	20.54%
R 101-36231 Contributions - Park	\$5,000.00	\$5,500.01	\$12,685.92	-\$7,685.92	253.72%
R 101-36232 Contributions - Fire Dep	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
R 101-36233 Police - Seizure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-36240 Fire Call Revenue	\$2,000.00	\$300.00	\$2,730.00	-\$730.00	136.50%
R 101-36241 Fire Contract Payment	\$62,662.00	\$0.00	\$0.00	\$62,662.00	0.00%
R 101-38020 Rental Revenue	\$500.00	\$75.00	\$280.00	\$220.00	56.00%
R 101-38021 Wireless Internet Rental	\$19,000.00	\$0.00	\$8,286.00	\$10,714.00	43.61%
R 101-38022 Contract For Deed	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-38050 Cable TV Franchise Fe	\$17,500.00	\$535.52	\$4,942.75	\$12,557.25	28.24%
R 101-38051 Electric Franchise Fee	\$9,500.00	\$1,862.77	\$4,000.59	\$5,499.41	42.11%
R 101-38052 Gas Franchise Fee	\$9,300.00	\$1,621.70	\$3,830.20	\$5,469.80	41.18%
R 101-38053 Solar Credit	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-38054 Small Cities Street Mon	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-38200 Park Dedication	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-38201 Eagle Heights Trail Dedi	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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CITY OF EAGLE LAKE
***Revenue Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	YTD Balance	% of YTD Budget
R 101-38400 Internal Service Fund R	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-39101 Sale of Equipment-Mate	\$0.00	\$0.00	\$3,500.00	-\$3,500.00	0.00%
R 101-39102 Issuance of Capital Lea	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 101-39203 Transfer from Other Fu	\$44,560.00	\$0.00	\$44,560.00	\$0.00	100.00%
R 101-39400 Escrow Funds Received	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 101 GENERAL	\$2,147,808.00	\$21,756.71	\$235,544.96	\$1,912,263.04	10.97%
FUND 201 STORM WATER DRAINAGE					
R 201-32219 SWPPP Review	\$2,000.00	\$400.00	\$400.00	\$1,600.00	20.00%
R 201-32260 Refunds and Reimburs	\$1,050.00	\$0.00	\$0.00	\$1,050.00	0.00%
R 201-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 201-37100 Sales for Services	\$64,803.00	\$6,577.57	\$30,931.71	\$33,871.29	47.73%
R 201-39101 Sale of Equipment-Mate	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 201-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 201 STORM WATER DRAINAGE	\$67,853.00	\$6,977.57	\$31,331.71	\$36,521.29	46.18%
FUND 202 RECYCLING UTILITY					
R 202-34404 Recycling Collection Ch	\$63,000.00	\$5,453.19	\$26,629.69	\$36,370.31	42.27%
FUND 202 RECYCLING UTILITY	\$63,000.00	\$5,453.19	\$26,629.69	\$36,370.31	42.27%
FUND 203 REFUSE UTILITY					
R 203-34403 Refuse Collection Char	\$181,000.00	\$18,149.44	\$87,640.20	\$93,359.80	48.42%
FUND 203 REFUSE UTILITY	\$181,000.00	\$18,149.44	\$87,640.20	\$93,359.80	48.42%
FUND 206 ECONOMIC DEVELOPMENT AUTHORITY					
R 206-31000 Property Taxes	\$15,000.00	\$0.00	\$239.32	\$14,760.68	1.60%
R 206-36200 Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 206-36210 Interest Earnings	\$1,000.00	\$0.00	\$3,894.19	-\$2,894.19	389.42%
R 206-39101 Sale of Equipment-Mate	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 206-39201 Transfer from General F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 206-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 206 ECONOMIC DEVELOPMENT A	\$16,000.00	\$0.00	\$4,133.51	\$11,866.49	25.83%
FUND 207 EDA REVOLVING LOAN FUND					
R 207-34900 Fromm EDA Loan 2013	\$0.00	\$147.68	\$731.11	-\$731.11	0.00%
R 207-34901 Fromm EDA Loan 2013	\$0.00	\$45.65	\$235.54	-\$235.54	0.00%
R 207-34902 Loan Repayment-Miller	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 207-34920 Blue Earth County Loan	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 207-36210 Interest Earnings	\$0.00	\$0.00	\$338.26	-\$338.26	0.00%
R 207-36211 EDA Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 207-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 207 EDA REVOLVING LOAN FUND	\$0.00	\$193.33	\$1,304.91	-\$1,304.91	0.00%
FUND 208 ACCOUNT TO CLOSE FOR PARKWAY					
R 208-36200 Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF EAGLE LAKE
***Revenue Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	YTD Balance	% of YTD Budget
FUND 208 ACCOUNT TO CLOSE FOR PA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 210 SMALL CITIES GRANT FUND					
R 210-32260 Refunds and Reimburs	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 210-36210 Interest Earnings	\$0.00	\$0.00	\$30.50	-\$30.50	0.00%
FUND 210 SMALL CITIES GRANT FUND	\$0.00	\$0.00	\$30.50	-\$30.50	0.00%
FUND 221 TAX INCREMENT DIST. 1-2 CEDAR					
R 221-31050 Tax Increments	\$96,586.00	\$0.00	\$0.00	\$96,586.00	0.00%
FUND 221 TAX INCREMENT DIST. 1-2 CE	\$96,586.00	\$0.00	\$0.00	\$96,586.00	0.00%
FUND 222 TAX ABATEMENT-AUTUMN WIND					
R 222-31051 Property Tax - Tax Abat	\$35,904.00	\$0.00	\$0.00	\$35,904.00	0.00%
FUND 222 TAX ABATEMENT-AUTUMN WI	\$35,904.00	\$0.00	\$0.00	\$35,904.00	0.00%
FUND 223 TIF #3 704-708 PARKWAY AVE					
R 223-31050 Tax Increments	\$11,787.00	\$0.00	\$0.00	\$11,787.00	0.00%
R 223-36200 Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 223-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 223 TIF #3 704-708 PARKWAY AVE	\$11,787.00	\$0.00	\$0.00	\$11,787.00	0.00%
FUND 250 AMERICA RESCUE PLAN					
R 250-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 250 AMERICA RESCUE PLAN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 255 PUBLIC SAETY AID					
R 255-33400 State Grants and Aids	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 255 PUBLIC SAETY AID	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 310 RETIRED-CATE STREET					
R 310-31000 Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 310-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 310 RETIRED-CATE STREET	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 311 RETIRED-CITY FACILITIES					
R 311-31000 Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 311-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 311 RETIRED-CITY FACILITIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 326 PFA					
R 326-31000 Property Taxes	\$0.00	\$0.00	\$537.33	-\$537.33	0.00%
R 326-36100 Special Assessments	\$0.00	\$0.00	\$784.55	-\$784.55	0.00%
R 326-36200 Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 326-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF EAGLE LAKE
***Revenue Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	YTD Balance	% of YTD Budget
FUND 326 PFA	\$0.00	\$0.00	\$1,321.88	-\$1,321.88	0.00%
FUND 327 RETIRED-LINDA DR EXTENSION					
R 327-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 327 RETIRED-LINDA DR EXTENSI	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 328 RETIRED STORM SEWER IMPROV2010					
R 328-31000 Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 328 RETIRED STORM SEWER IMP	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 329 RETIRED-JOAN LANE REFUND 2021B					
R 329-31000 Property Taxes	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 329-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 329 RETIRED-JOAN LANE REFUN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 330 2ND, LINDA, STORM 2017A CROSSO					
R 330-31000 Property Taxes	\$50,599.00	\$0.00	\$0.00	\$50,599.00	0.00%
R 330-36100 Special Assessments	\$17,531.00	\$0.00	\$0.00	\$17,531.00	0.00%
R 330-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 330-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 330 2ND, LINDA, STORM 2017A CR	\$68,130.00	\$0.00	\$0.00	\$68,130.00	0.00%
FUND 331 CSAH 27/AGENCY ST 2021A					
R 331-31000 Property Taxes	\$9,283.00	\$0.00	\$0.00	\$9,283.00	0.00%
R 331-36100 Special Assessments	\$39,706.00	\$0.00	\$8,755.03	\$30,950.97	22.05%
R 331-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 331-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 331 CSAH 27/AGENCY ST 2021A	\$48,989.00	\$0.00	\$8,755.03	\$40,233.97	17.87%
FUND 332 FACILITIES 2021B					
R 332-31000 Property Taxes	\$73,176.00	\$0.00	\$0.00	\$73,176.00	0.00%
R 332-36100 Special Assessments	\$0.00	\$0.00	\$177.40	-\$177.40	0.00%
R 332-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 332-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 332 FACILITIES 2021B	\$73,176.00	\$0.00	\$177.40	\$72,998.60	0.24%
FUND 335 WATER TOWER REHAB 2023					
R 335-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 335 WATER TOWER REHAB 2023	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 431 AGENCY RECONSTRUCTION-CSAH 27					
R 431-39201 Transfer from General F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 431-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 431-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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CITY OF EAGLE LAKE
***Revenue Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	YTD Balance	% of YTD Budget
FUND 431 AGENCY RECONSTRUCTION-	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 435 WATER TOWER REHAB					
R 435-39203 Transfer from Other Fu	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 435-39310 Bond Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 435 WATER TOWER REHAB	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 WATER FUND					
R 601-31300 State Sales and Use Ta	\$550.00	\$102.86	\$187.21	\$362.79	34.04%
R 601-31301 County Sales and Use	\$40.00	\$7.48	\$13.61	\$26.39	34.03%
R 601-33405 PERA Rate Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 601-34407 Area Charges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 601-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 601-36200 Miscellaneous Revenue	\$500.00	\$200.00	\$290.00	\$210.00	58.00%
R 601-37100 Sales for Services	\$459,175.00	\$39,064.89	\$177,620.34	\$281,554.66	38.68%
R 601-37110 Water Meter Sales	\$10,000.00	\$1,496.00	\$2,618.00	\$7,382.00	26.18%
R 601-37170 Hook Up Fee	\$6,600.00	\$1,000.00	\$1,000.00	\$5,600.00	15.15%
R 601-39101 Sale of Equipment-Mate	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 601 WATER FUND	\$476,865.00	\$41,871.23	\$181,729.16	\$295,135.84	38.11%
FUND 602 SEWER FUND					
R 602-32260 Refunds and Reimburs	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-33405 PERA Rate Aid	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-34407 Area Charges	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-36100 Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-36200 Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-37100 Sales for Services	\$535,600.00	\$46,959.53	\$213,553.09	\$322,046.91	39.87%
R 602-37170 Hook Up Fee	\$5,200.00	\$800.00	\$800.00	\$4,400.00	15.38%
R 602-37255 I & I Penalty	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
R 602-37260 Late Fees	\$8,000.00	\$810.60	\$3,910.91	\$4,089.09	48.89%
R 602-39101 Sale of Equipment-Mate	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 602 SEWER FUND	\$548,800.00	\$48,570.13	\$218,264.00	\$330,536.00	39.77%
	\$3,835,898.00	\$142,971.60	\$796,862.95	\$3,039,035.05	20.77%

FILTER: None

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CITY OF EAGLE LAKE
***Expenditure Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	Enc Current	2024 YTD Balance	% of YTD Budget
FUND 101 GENERAL						
E 101-41000-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41000-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41000-131 Employer Paid Heal	\$69,500.00	\$5,190.24	\$29,087.99	\$0.00	\$40,412.01	41.85%
E 101-41000-132 Employer Paid Heal	\$36,171.00	\$0.00	\$7,150.00	\$0.00	\$29,021.00	19.77%
E 101-41000-133 Employer Paid Den	\$6,596.00	\$378.11	\$1,941.59	\$0.00	\$4,654.41	29.44%
E 101-41000-151 Work Comp Premiu	\$23,000.00	\$0.00	\$2,030.50	\$0.00	\$20,969.50	8.83%
E 101-41000-300 Professional Srvs (\$2,500.00	\$19.25	\$96.25	\$0.00	\$2,403.75	3.85%
E 101-41000-362 Property & Liability	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0.00%
E 101-41000-400 CD purchase	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41000-430 Miscellaneous (GE	\$20,000.00	\$0.00	\$2,643.65	\$0.00	\$17,356.35	13.22%
E 101-41000-433 Dues and Subscript	\$14,000.00	\$0.00	\$9,099.04	\$0.00	\$4,900.96	64.99%
E 101-41000-438 Meeting & Educatio	\$0.00	\$0.00	\$125.00	\$0.00	-\$125.00	0.00%
E 101-41000-445 Summer Sounds	\$10,000.00	\$0.00	\$445.83	\$0.00	\$9,554.17	4.46%
E 101-41000-510 Capital Outlay-Actu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41000-550 Capital Outlay - Set	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
E 101-41000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41000-740 ESCROW FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41100-100 Wages and Salarie	\$14,400.00	\$1,200.00	\$6,200.00	\$0.00	\$8,200.00	43.06%
E 101-41100-108 Video Intern Wages	\$640.00	\$40.00	\$80.00	\$0.00	\$560.00	12.50%
E 101-41100-121 PERA	\$1,080.00	\$0.00	\$0.00	\$0.00	\$1,080.00	0.00%
E 101-41100-122 FICA	\$892.00	\$76.88	\$389.36	\$0.00	\$502.64	43.65%
E 101-41100-123 Medicare	\$209.00	\$17.98	\$91.06	\$0.00	\$117.94	43.57%
E 101-41100-438 Meeting & Educatio	\$2,000.00	\$425.00	\$510.00	\$0.00	\$1,490.00	25.50%
E 101-41200-100 Wages and Salarie	\$4,800.00	\$400.00	\$2,050.00	\$0.00	\$2,750.00	42.71%
E 101-41200-121 PERA	\$360.00	\$0.00	\$0.00	\$0.00	\$360.00	0.00%
E 101-41200-122 FICA	\$298.00	\$24.80	\$127.10	\$0.00	\$170.90	42.65%
E 101-41200-123 Medicare	\$70.00	\$5.80	\$29.73	\$0.00	\$40.27	42.47%
E 101-41200-438 Meeting & Educatio	\$2,500.00	\$425.00	\$1,682.31	\$0.00	\$817.69	67.29%
E 101-41400-100 Wages and Salarie	\$2,811.00	\$0.00	\$558.78	\$0.00	\$2,252.22	19.88%
E 101-41400-122 FICA	\$175.00	\$0.00	\$34.64	\$0.00	\$140.36	19.79%
E 101-41400-123 Medicare	\$41.00	\$0.00	\$8.10	\$0.00	\$32.90	19.76%
E 101-41400-430 Miscellaneous (GE	\$2,000.00	\$0.00	\$42.87	\$0.00	\$1,957.13	2.14%
E 101-41400-510 Capital Outlay-Actu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-100 Wages and Salarie	\$98,169.00	\$7,524.25	\$41,184.21	\$0.00	\$56,984.79	41.95%
E 101-41500-121 PERA	\$7,363.00	\$564.33	\$3,088.88	\$0.00	\$4,274.12	41.95%
E 101-41500-122 FICA	\$6,087.00	\$396.39	\$2,147.23	\$0.00	\$3,939.77	35.28%
E 101-41500-123 Medicare	\$1,424.00	\$92.70	\$502.17	\$0.00	\$921.83	35.26%
E 101-41500-131 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-132 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-133 Employer Paid Den	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-151 Work Comp Premiu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-210 Operating Supplies	\$9,500.00	\$393.00	\$3,236.82	\$0.00	\$6,263.18	34.07%
E 101-41500-320 Communications (\$6,000.00	\$567.06	\$2,234.96	\$0.00	\$3,765.04	37.25%
E 101-41500-351 Legal Notices-Publi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-352 Publications	\$1,500.00	\$0.00	\$179.83	\$0.00	\$1,320.17	11.99%
E 101-41500-362 Property & Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-390 Operating Agreeeme	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-430 Miscellaneous (GE	\$0.00	\$257.15	\$257.15	\$0.00	-\$257.15	0.00%
E 101-41500-433 Dues and Subscript	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	Enc Current	2024 YTD Balance	% of YTD Budget
E 101-41500-438 Meeting & Educatio	\$5,500.00	\$450.00	\$3,493.85	\$0.00	\$2,006.15	63.52%
E 101-41500-510 Capital Outlay-Actu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-550 Capital Outlay - Set	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-602 Capital Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-605 Capital Lease Issue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41500-612 Capital Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41600-300 Professional Srvs (\$27,465.00	\$7,862.17	\$21,595.19	\$0.00	\$5,869.81	78.63%
E 101-41600-301 Auditing and Acct g	\$32,000.00	\$0.00	\$19,100.00	\$0.00	\$12,900.00	59.69%
E 101-41600-303 Engineering Fees	\$7,500.00	\$3,152.50	\$4,666.00	\$0.00	\$2,834.00	62.21%
E 101-41600-304 Legal Fees	\$30,000.00	\$261.00	\$4,443.50	\$0.00	\$25,556.50	14.81%
E 101-41600-310 Computer Technica	\$40,000.00	\$2,735.58	\$16,376.10	\$0.00	\$23,623.90	40.94%
E 101-41600-311 Buidling Inspector	\$35,000.00	\$10,215.40	\$24,722.08	\$0.00	\$10,277.92	70.63%
E 101-41600-313 State Surcharge Fe	\$1,500.00	\$0.00	\$932.47	\$0.00	\$567.53	62.16%
E 101-41600-314 Service Agreement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41600-315 City History	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41600-316 Payroll Processing	\$6,500.00	\$431.60	\$2,323.36	\$0.00	\$4,176.64	35.74%
E 101-41600-433 Dues and Subscript	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0.00%
E 101-41800-100 Wages and Salarie	\$54,000.00	\$4,152.00	\$22,624.67	\$0.00	\$31,375.33	41.90%
E 101-41800-102 Overtime	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-41800-121 PERA	\$4,088.00	\$0.00	\$0.00	\$0.00	\$4,088.00	0.00%
E 101-41800-122 FICA	\$3,379.00	\$250.14	\$1,362.67	\$0.00	\$2,016.33	40.33%
E 101-41800-123 Medicare	\$791.00	\$58.50	\$318.69	\$0.00	\$472.31	40.29%
E 101-41800-131 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41800-132 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41800-133 Employer Paid Den	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41800-210 Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41800-351 Legal Notices-Publi	\$500.00	\$50.50	\$91.67	\$0.00	\$408.33	18.33%
E 101-41800-430 Miscellaneous (GE	\$500.00	\$0.00	\$121.00	\$0.00	\$379.00	24.20%
E 101-41800-438 Meeting & Educatio	\$2,000.00	\$0.00	\$421.79	\$0.00	\$1,578.21	21.09%
E 101-41800-439 Refund & Reimburs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41900-210 Operating Supplies	\$1,000.00	\$298.90	\$331.50	\$0.00	\$668.50	33.15%
E 101-41900-220 Repair/Maint Suppl	\$6,000.00	\$1,128.00	\$2,313.33	\$0.00	\$3,686.67	38.56%
E 101-41900-381 Electric Utilities	\$12,500.00	\$901.07	\$4,693.24	\$0.00	\$7,806.76	37.55%
E 101-41900-510 Capital Outlay-Actu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-41900-550 Capital Outlay - Set	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
E 101-42100-100 Wages and Salarie	\$45,180.00	\$3,464.14	\$17,437.02	\$0.00	\$27,742.98	38.59%
E 101-42100-121 PERA	\$3,389.00	\$259.82	\$1,307.81	\$0.00	\$2,081.19	38.59%
E 101-42100-122 FICA	\$2,802.00	\$204.17	\$1,047.43	\$0.00	\$1,754.57	37.38%
E 101-42100-123 Medicare	\$656.00	\$47.75	\$244.97	\$0.00	\$411.03	37.34%
E 101-42100-131 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42100-132 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42100-133 Employer Paid Den	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42100-151 Work Comp Premiu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42100-210 Operating Supplies	\$5,500.00	\$61.74	\$902.95	\$0.00	\$4,597.05	16.42%
E 101-42100-212 Fuel	\$11,000.00	\$406.51	\$2,989.55	\$0.00	\$8,010.45	27.18%
E 101-42100-220 Repair/Maint Suppl	\$8,000.00	\$826.11	\$2,817.08	\$0.00	\$5,182.92	35.21%
E 101-42100-224 Street Repair-Gene	\$110,000.00	\$0.00	\$2,887.00	\$0.00	\$107,113.00	2.62%
E 101-42100-300 Professional Srvs (\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0.00%
E 101-42100-320 Communications (\$1,500.00	\$61.91	\$364.76	\$0.00	\$1,135.24	24.32%
E 101-42100-362 Property & Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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E 101-42100-381 Electric Utilities	\$1,700.00	\$117.30	\$443.44	\$0.00	\$1,256.56	26.08%
E 101-42100-383 Gas Utility	\$1,157.00	\$66.90	\$835.33	\$0.00	\$321.67	72.20%
E 101-42100-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42100-437 Clothing Allowance	\$750.00	\$51.44	\$439.17	\$0.00	\$310.83	58.56%
E 101-42100-438 Meeting & Educatio	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42100-510 Capital Outlay-Actu	\$124,000.00	\$0.00	\$153.00	\$0.00	\$123,847.00	0.12%
E 101-42100-550 Capital Outlay - Set	\$154,616.00	\$0.00	\$0.00	\$0.00	\$154,616.00	0.00%
E 101-42100-560 Capital Outlay - Sid	\$45,000.00	\$0.00	\$0.00	\$0.00	\$45,000.00	0.00%
E 101-42110-381 Electric Utilities	\$45,000.00	\$3,861.47	\$15,149.38	\$0.00	\$29,850.62	33.67%
E 101-42120-384 Refuse Collection E	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42120-386 Recycling Collectio	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42120-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42120-721 Transfer Out	\$0.00	\$0.00	\$0.01	\$0.00	-\$0.01	0.00%
E 101-42200-100 Wages and Salarie	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-102 Overtime	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-103 Part-Time Police W	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-106 TZD Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-107 On Call Police Wag	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-109 Blue Earth County	\$502,150.00	\$41,845.19	\$251,071.14	\$0.00	\$251,078.86	50.00%
E 101-42200-121 PERA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-131 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-132 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-133 Employer Paid Den	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-151 Work Comp Premiu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-210 Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-212 Fuel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-220 Repair/Maint Suppl	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-300 Professional Srvs (\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-306 Physicals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-312 New Officer Hiring/	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-320 Communications (\$0.00	\$0.00	-\$64.98	\$0.00	\$64.98	0.00%
E 101-42200-362 Property & Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-433 Dues and Subscript	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-437 Clothing Allowance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-438 Meeting & Educatio	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-439 Refund & Reimburs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-510 Capital Outlay-Actu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-540 Capital Outlay - Sei	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42200-550 Capital Outlay - Set	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42300-100 Wages and Salarie	\$10,000.00	\$400.00	\$2,601.26	\$0.00	\$7,398.74	26.01%
E 101-42300-104 Calls & Training W	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00%
E 101-42300-121 PERA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42300-122 FICA	\$2,480.00	\$24.80	\$124.00	\$0.00	\$2,356.00	5.00%
E 101-42300-123 Medicare	\$580.00	\$5.80	\$29.00	\$0.00	\$551.00	5.00%
E 101-42300-124 Fire Relief Payment	\$60,000.00	\$0.00	\$35,306.98	\$0.00	\$24,693.02	58.84%
E 101-42300-151 Work Comp Premiu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42300-210 Operating Supplies	\$15,000.00	\$272.75	\$9,110.12	\$0.00	\$5,889.88	60.73%

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Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	Enc Current	2024 YTD Balance	% of YTD Budget
E 101-42300-212 Fuel	\$3,300.00	\$126.60	\$822.89	\$0.00	\$2,477.11	24.94%
E 101-42300-220 Repair/Maint Suppl	\$30,800.00	\$10,882.92	\$11,723.63	\$0.00	\$19,076.37	38.06%
E 101-42300-300 Professional Srvs (\$6,600.00	\$0.00	\$1,445.50	\$0.00	\$5,154.50	21.90%
E 101-42300-306 Physicals	\$4,400.00	\$0.00	\$5,695.00	\$0.00	-\$1,295.00	129.43%
E 101-42300-320 Communications (\$6,600.00	\$319.99	\$3,325.79	\$0.00	\$3,274.21	50.39%
E 101-42300-362 Property & Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42300-381 Electric Utilities	\$2,750.00	\$141.48	\$555.34	\$0.00	\$2,194.66	20.19%
E 101-42300-383 Gas Utility	\$4,400.00	\$97.41	\$1,521.94	\$0.00	\$2,878.06	34.59%
E 101-42300-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42300-433 Dues and Subscript	\$2,200.00	\$0.00	\$1,320.00	\$0.00	\$880.00	60.00%
E 101-42300-438 Meeting & Educatio	\$16,500.00	\$900.00	\$8,448.54	\$0.00	\$8,051.46	51.20%
E 101-42300-510 Capital Outlay-Actu	\$25,000.00	\$0.00	\$7,314.28	\$0.00	\$17,685.72	29.26%
E 101-42300-520 Fire Dept Equipme	\$10,000.00	\$1,274.92	\$2,809.80	\$0.00	\$7,190.20	28.10%
E 101-42300-530 Capital Outlay - Eq	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42300-535 Capital Outlay-Facil	\$27,500.00	\$0.00	\$1,250.00	\$0.00	\$26,250.00	4.55%
E 101-42300-550 Capital Outlay - Set	\$136,370.00	\$0.00	\$10,847.75	\$0.00	\$125,522.25	7.95%
E 101-42400-100 Wages and Salarie	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42400-122 FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42400-123 Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42400-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42410-210 Operating Supplies	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
E 101-42410-300 Professional Srvs (\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00%
E 101-42430-220 Repair/Maint Suppl	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42430-381 Electric Utilities	\$1,000.00	\$49.92	\$249.96	\$0.00	\$750.04	25.00%
E 101-42430-510 Capital Outlay-Actu	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00%
E 101-42500-100 Wages and Salarie	\$47,690.00	\$3,657.11	\$18,409.49	\$0.00	\$29,280.51	38.60%
E 101-42500-121 PERA	\$3,577.00	\$274.29	\$1,380.72	\$0.00	\$2,196.28	38.60%
E 101-42500-122 FICA	\$2,957.00	\$215.55	\$1,105.89	\$0.00	\$1,851.11	37.40%
E 101-42500-123 Medicare	\$692.00	\$50.42	\$258.64	\$0.00	\$433.36	37.38%
E 101-42500-131 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42500-132 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42500-133 Employer Paid Den	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42500-151 Work Comp Premiu	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42500-210 Operating Supplies	\$12,000.00	\$2,496.13	\$3,574.52	\$0.00	\$8,425.48	29.79%
E 101-42500-212 Fuel	\$5,900.00	\$231.19	\$357.97	\$0.00	\$5,542.03	6.07%
E 101-42500-220 Repair/Maint Suppl	\$11,000.00	\$1,590.99	\$4,158.46	\$0.00	\$6,841.54	37.80%
E 101-42500-300 Professional Srvs (\$42,500.00	\$7,535.00	\$12,946.00	\$0.00	\$29,554.00	30.46%
E 101-42500-320 Communications (\$1,500.00	\$63.03	\$392.47	\$0.00	\$1,107.53	26.16%
E 101-42500-362 Property & Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42500-381 Electric Utilities	\$6,000.00	\$192.40	\$1,181.81	\$0.00	\$4,818.19	19.70%
E 101-42500-383 Gas Utility	\$1,500.00	\$66.90	\$835.33	\$0.00	\$664.67	55.69%
E 101-42500-390 Operating Agreeme	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42500-430 Miscellaneous (GE	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00%
E 101-42500-437 Clothing Allowance	\$0.00	\$51.44	\$439.18	\$0.00	-\$439.18	0.00%
E 101-42500-438 Meeting & Educatio	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 101-42500-510 Capital Outlay-Actu	\$13,260.00	\$13,630.77	\$15,215.13	\$0.00	-\$1,955.13	114.74%
E 101-42500-550 Capital Outlay - Set	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
E 101-42500-570 Capital Outlay - Par	\$50,000.00	\$94,621.61	\$178,021.24	\$0.00	-\$128,021.24	356.04%
E 101-42500-572 Active Community	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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CITY OF EAGLE LAKE
***Expenditure Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	Enc Current	2024 YTD Balance	% of YTD Budget
FUND 101 GENERAL	\$2,324,965.00	\$240,393.17	\$887,989.85	\$0.00	\$1,436,975.15	38.19%
FUND 201 STORM WATER DRAINAGE						
E 201-00000-100 Wages and Salarie	\$23,458.00	\$1,799.15	\$9,426.84	\$0.00	\$14,031.16	40.19%
E 201-00000-121 PERA	\$1,762.00	\$134.94	\$707.07	\$0.00	\$1,054.93	40.13%
E 201-00000-122 FICA	\$1,455.00	\$100.80	\$529.94	\$0.00	\$925.06	36.42%
E 201-00000-123 Medicare	\$340.00	\$23.57	\$123.95	\$0.00	\$216.05	36.46%
E 201-00000-131 Employer Paid Heal	\$7,595.00	\$0.00	\$0.00	\$0.00	\$7,595.00	0.00%
E 201-00000-132 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 201-00000-133 Employer Paid Den	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00%
E 201-00000-210 Operating Supplies	\$1,500.00	\$73.21	\$411.47	\$0.00	\$1,088.53	27.43%
E 201-00000-212 Fuel	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.00%
E 201-00000-220 Repair/Maint Suppl	\$9,250.00	\$4,092.50	\$4,365.10	\$0.00	\$4,884.90	47.19%
E 201-00000-300 Professional Srvs (\$20,000.00	\$730.00	\$1,960.00	\$0.00	\$18,040.00	9.80%
E 201-00000-320 Communications (\$800.00	\$48.89	\$314.74	\$0.00	\$485.26	39.34%
E 201-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 201-00000-437 Clothing Allowance	\$750.00	\$51.44	\$439.20	\$0.00	\$310.80	58.56%
E 201-00000-438 Meeting & Educatio	\$2,000.00	\$0.00	\$20.00	\$0.00	\$1,980.00	1.00%
E 201-00000-510 Capital Outlay-Actu	\$11,000.00	\$0.00	\$153.00	\$0.00	\$10,847.00	1.39%
E 201-00000-550 Capital Outlay - Set	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
E 201-00000-721 Transfer Out	\$8,892.00	\$0.00	\$0.00	\$0.00	\$8,892.00	0.00%
FUND 201 STORM WATER DRAINAGE	\$101,402.00	\$7,054.50	\$18,451.31	\$0.00	\$82,950.69	18.20%
FUND 202 RECYCLING UTILITY						
E 202-00000-386 Recycling Collectio	\$60,503.00	\$5,512.45	\$27,212.11	\$0.00	\$33,290.89	44.98%
E 202-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 202 RECYCLING UTILITY	\$60,503.00	\$5,512.45	\$27,212.11	\$0.00	\$33,290.89	44.98%
FUND 203 REFUSE UTILITY						
E 203-00000-105 Board & Commissi	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 203-00000-384 Refuse Collection E	\$167,310.00	\$15,690.97	\$75,091.08	\$0.00	\$92,218.92	44.88%
E 203-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 203 REFUSE UTILITY	\$167,310.00	\$15,690.97	\$75,091.08	\$0.00	\$92,218.92	44.88%
FUND 206 ECONOMIC DEVELOPMENT AUTHORITY						
E 206-00000-300 Professional Srvs (\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 206-00000-430 Miscellaneous (GE	\$500.00	\$0.00	\$15.48	\$0.00	\$484.52	3.10%
E 206-00000-433 Dues and Subscript	\$8,084.00	\$0.00	\$8,051.58	\$0.00	\$32.42	99.60%
E 206-00000-438 Meeting & Educatio	\$100.00	\$0.00	\$42.98	\$0.00	\$57.02	42.98%
E 206-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 206 ECONOMIC DEVELOPMENT A	\$8,684.00	\$0.00	\$8,110.04	\$0.00	\$573.96	93.39%
FUND 207 EDA REVOLVING LOAN FUND						
E 207-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 207-00000-450 Loan Forgiveness	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 207-00000-497 EDA Loan Issuanc	\$0.00	\$294.69	\$10,294.69	\$0.00	-\$10,294.69	0.00%
E 207-00000-498 Loan Payment to BI	\$1,206.00	\$0.00	\$0.00	\$0.00	\$1,206.00	0.00%
E 207-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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CITY OF EAGLE LAKE
***Expenditure Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	Enc Current	2024 YTD Balance	% of YTD Budget
FUND 207 EDA REVOLVING LOAN FUND	\$1,206.00	\$294.69	\$10,294.69	\$0.00	-\$9,088.69	853.62%
FUND 208 ACCOUNT TO CLOSE FOR PARKWAY						
E 208-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 208 ACCOUNT TO CLOSE FOR PA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 221 TAX INCREMENT DIST. 1-2 CEDAR						
E 221-00000-300 Professional Srvs (\$1,054.00	\$0.00	\$0.00	\$0.00	\$1,054.00	0.00%
E 221-00000-352 Publications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 221-00000-442 Tax Increment Pay	\$94,592.00	\$0.00	\$0.00	\$0.00	\$94,592.00	0.00%
E 221-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 221 TAX INCREMENT DIST. 1-2 CE	\$95,646.00	\$0.00	\$0.00	\$0.00	\$95,646.00	0.00%
FUND 222 TAX ABATEMENT-AUTUMN WIND						
E 222-00000-300 Professional Srvs (\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 222-00000-443 Tax Abatement Pay	\$35,904.00	\$0.00	\$35,904.00	\$0.00	\$0.00	100.00%
FUND 222 TAX ABATEMENT-AUTUMN WI	\$35,904.00	\$0.00	\$35,904.00	\$0.00	\$0.00	100.00%
FUND 223 TIF #3 704-708 PARKWAY AVE						
E 223-00000-430 Miscellaneous (GE	\$1,054.00	\$0.00	\$0.00	\$0.00	\$1,054.00	0.00%
E 223-00000-721 Transfer Out	\$0.00	\$0.00	\$44,560.00	\$0.00	-\$44,560.00	0.00%
FUND 223 TIF #3 704-708 PARKWAY AVE	\$1,054.00	\$0.00	\$44,560.00	\$0.00	-\$43,506.00	4227.70%
FUND 250 AMERICA RESCUE PLAN						
E 250-00000-210 Operating Supplies	\$0.00	\$32,289.33	\$32,289.33	\$0.00	-\$32,289.33	0.00%
E 250-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 250 AMERICA RESCUE PLAN	\$0.00	\$32,289.33	\$32,289.33	\$0.00	-\$32,289.33	0.00%
FUND 255 PUBLIC SAETY AID						
E 255-00000-210 Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 255 PUBLIC SAETY AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 326 PFA						
E 326-00000-300 Professional Srvs (\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 326-00000-601 Debt Srv Bond Prin	\$28,000.00	\$0.00	\$0.00	\$0.00	\$28,000.00	0.00%
E 326-00000-611 Bond Interest	\$3,418.00	\$0.00	\$1,708.72	\$0.00	\$1,709.28	49.99%
E 326-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 326 PFA	\$31,418.00	\$0.00	\$1,708.72	\$0.00	\$29,709.28	5.44%
FUND 330 2ND, LINDA, STORM 2017A CROSSO						
E 330-00000-300 Professional Srvs (\$435.00	\$0.00	\$1,045.00	\$0.00	-\$610.00	240.23%
E 330-00000-430 Miscellaneous (GE	\$495.00	\$0.00	\$0.00	\$0.00	\$495.00	0.00%
E 330-00000-601 Debt Srv Bond Prin	\$60,000.00	\$0.00	\$60,000.00	\$0.00	\$0.00	100.00%
E 330-00000-611 Bond Interest	\$8,130.00	\$0.00	\$4,065.00	\$0.00	\$4,065.00	50.00%
E 330-00000-730 Cost of Issuance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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CITY OF EAGLE LAKE
***Expenditure Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	Enc Current	2024 YTD Balance	% of YTD Budget
FUND 330 2ND, LINDA, STORM 2017A CR	\$69,060.00	\$0.00	\$65,110.00	\$0.00	\$3,950.00	94.28%
FUND 331 CSAH 27/AGENCY ST 2021A						
E 331-00000-300 Professional Srvs (\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0.00%
E 331-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 331-00000-601 Debt Srv Bond Prin	\$80,000.00	\$0.00	\$80,000.00	\$0.00	\$0.00	100.00%
E 331-00000-611 Bond Interest	\$18,390.00	\$0.00	\$6,960.00	\$0.00	\$11,430.00	37.85%
FUND 331 CSAH 27/AGENCY ST 2021A	\$99,140.00	\$0.00	\$86,960.00	\$0.00	\$12,180.00	87.71%
FUND 332 FACILITIES 2021B						
E 332-00000-300 Professional Srvs (\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 332-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 332-00000-601 Debt Srv Bond Prin	\$162,000.00	\$0.00	\$162,000.00	\$0.00	\$0.00	100.00%
E 332-00000-611 Bond Interest	\$10,285.00	\$0.00	\$5,588.00	\$0.00	\$4,697.00	54.33%
FUND 332 FACILITIES 2021B	\$172,285.00	\$0.00	\$167,588.00	\$0.00	\$4,697.00	97.27%
FUND 335 WATER TOWER REHAB 2023						
E 335-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 335-00000-601 Debt Srv Bond Prin	\$0.00	\$0.00	\$39,000.00	\$0.00	-\$39,000.00	0.00%
E 335-00000-611 Bond Interest	\$0.00	\$0.00	\$8,662.50	\$0.00	-\$8,662.50	0.00%
FUND 335 WATER TOWER REHAB 2023	\$0.00	\$0.00	\$47,662.50	\$0.00	-\$47,662.50	0.00%
FUND 431 AGENCY RECONSTRUCTION-CSAH 27						
E 431-00000-300 Professional Srvs (\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 431-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 431-00000-721 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 431-00000-730 Cost of Issuance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 431 AGENCY RECONSTRUCTION-	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 435 WATER TOWER REHAB						
E 435-00000-300 Professional Srvs (\$0.00	\$0.00	\$165,949.00	\$0.00	-\$165,949.00	0.00%
E 435-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
FUND 435 WATER TOWER REHAB	\$0.00	\$0.00	\$165,949.00	\$0.00	-\$165,949.00	0.00%
FUND 601 WATER FUND						
E 601-00000-100 Wages and Salarie	\$127,328.00	\$9,757.87	\$50,958.70	\$0.00	\$76,369.30	40.02%
E 601-00000-121 PERA	\$9,550.00	\$731.85	\$3,821.97	\$0.00	\$5,728.03	40.02%
E 601-00000-122 FICA	\$7,894.00	\$548.97	\$2,879.62	\$0.00	\$5,014.38	36.48%
E 601-00000-123 Medicare	\$1,846.00	\$128.38	\$673.45	\$0.00	\$1,172.55	36.48%
E 601-00000-131 Employer Paid Heal	\$30,377.00	\$1,293.70	\$7,253.44	\$0.00	\$23,123.56	23.88%
E 601-00000-132 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-00000-133 Employer Paid Den	\$2,399.00	\$94.53	\$485.41	\$0.00	\$1,913.59	20.23%
E 601-00000-142 Unemployment Ben	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-00000-151 Work Comp Premiu	\$11,299.00	\$0.00	\$1,015.25	\$0.00	\$10,283.75	8.99%
E 601-00000-190 Pension Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-00000-210 Operating Supplies	\$55,000.00	\$409.95	\$14,791.63	\$0.00	\$40,208.37	26.89%
E 601-00000-212 Fuel	\$1,000.00	\$90.01	\$90.01	\$0.00	\$909.99	9.00%

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CITY OF EAGLE LAKE
***Expenditure Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	Enc Current	2024 YTD Balance	% of YTD Budget
E 601-00000-220 Repair/Maint Suppl	\$22,000.00	\$50.00	\$531.84	\$0.00	\$21,468.16	2.42%
E 601-00000-300 Professional Srvs (\$30,000.00	\$3,100.98	\$6,870.03	\$0.00	\$23,129.97	22.90%
E 601-00000-320 Communications (\$4,000.00	\$943.84	\$4,083.04	\$0.00	-\$83.04	102.08%
E 601-00000-362 Property & Liability	\$12,452.00	\$0.00	\$0.00	\$0.00	\$12,452.00	0.00%
E 601-00000-381 Electric Utilities	\$23,000.00	\$1,717.50	\$7,086.91	\$0.00	\$15,913.09	30.81%
E 601-00000-383 Gas Utility	\$2,500.00	\$111.76	\$1,184.88	\$0.00	\$1,315.12	47.40%
E 601-00000-420 Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-00000-433 Dues and Subscript	\$500.00	\$0.00	\$410.00	\$0.00	\$90.00	82.00%
E 601-00000-437 Clothing Allowance	\$750.00	\$51.44	\$439.19	\$0.00	\$310.81	58.56%
E 601-00000-438 Meeting & Educatio	\$2,500.00	\$0.00	\$1,418.22	\$0.00	\$1,081.78	56.73%
E 601-00000-439 Refund & Reimburs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-00000-441 State Sales Tax	\$0.00	\$33.00	\$1,956.00	\$0.00	-\$1,956.00	0.00%
E 601-00000-444 County Sales Tax	\$150.00	\$8.00	\$169.00	\$0.00	-\$19.00	112.67%
E 601-00000-499 Amortization Expen	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-00000-510 Capital Outlay-Actu	\$11,000.00	\$0.00	\$4,437.61	\$0.00	\$6,562.39	40.34%
E 601-00000-550 Capital Outlay - Set	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%
E 601-00000-601 Debt Srv Bond Prin	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-00000-611 Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 601-00000-721 Transfer Out	\$176,849.00	\$0.00	-\$0.01	\$0.00	\$176,849.01	0.00%
FUND 601 WATER FUND	\$542,394.00	\$19,071.78	\$110,556.19	\$0.00	\$431,837.81	20.38%
FUND 602 SEWER FUND						
E 602-00000-100 Wages and Salarie	\$127,328.00	\$9,757.30	\$50,955.41	\$0.00	\$76,372.59	40.02%
E 602-00000-121 PERA	\$9,550.00	\$731.79	\$3,821.58	\$0.00	\$5,728.42	40.02%
E 602-00000-122 FICA	\$7,894.00	\$548.94	\$2,879.48	\$0.00	\$5,014.52	36.48%
E 602-00000-123 Medicare	\$1,846.00	\$128.38	\$673.43	\$0.00	\$1,172.57	36.48%
E 602-00000-131 Employer Paid Heal	\$30,377.00	\$1,293.70	\$7,253.39	\$0.00	\$23,123.61	23.88%
E 602-00000-132 Employer Paid Heal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 602-00000-133 Employer Paid Den	\$2,399.00	\$94.52	\$485.36	\$0.00	\$1,913.64	20.23%
E 602-00000-151 Work Comp Premiu	\$11,299.00	\$0.00	\$1,015.25	\$0.00	\$10,283.75	8.99%
E 602-00000-190 Pension Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 602-00000-210 Operating Supplies	\$7,000.00	\$359.95	\$2,196.36	\$0.00	\$4,803.64	31.38%
E 602-00000-212 Fuel	\$1,000.00	\$0.00	\$105.94	\$0.00	\$894.06	10.59%
E 602-00000-220 Repair/Maint Suppl	\$18,000.00	\$50.00	\$1,677.61	\$0.00	\$16,322.39	9.32%
E 602-00000-300 Professional Srvs (\$35,000.00	\$0.00	\$2,203.36	\$0.00	\$32,796.64	6.30%
E 602-00000-320 Communications (\$4,000.00	\$398.47	\$1,565.71	\$0.00	\$2,434.29	39.14%
E 602-00000-362 Property & Liability	\$12,452.00	\$0.00	\$0.00	\$0.00	\$12,452.00	0.00%
E 602-00000-381 Electric Utilities	\$12,000.00	\$1,011.13	\$3,486.81	\$0.00	\$8,513.19	29.06%
E 602-00000-383 Gas Utility	\$2,000.00	\$66.90	\$835.37	\$0.00	\$1,164.63	41.77%
E 602-00000-385 Mankato User Char	\$218,324.00	\$28,952.29	\$44,415.34	\$0.00	\$173,908.66	20.34%
E 602-00000-420 Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 602-00000-430 Miscellaneous (GE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 602-00000-433 Dues and Subscript	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 602-00000-437 Clothing Allowance	\$750.00	\$51.44	\$439.20	\$0.00	\$310.80	58.56%
E 602-00000-438 Meeting & Educatio	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.00%
E 602-00000-439 Refund & Reimburs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
E 602-00000-510 Capital Outlay-Actu	\$11,000.00	\$0.00	\$153.00	\$0.00	\$10,847.00	1.39%
E 602-00000-550 Capital Outlay - Set	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.00%

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CITY OF EAGLE LAKE
***Expenditure Guideline**

Current Period: May 2024

Account Descr	2024 YTD Budget	May 2024 Amt	2024 YTD Amt	Enc Current	2024 YTD Balance	% of YTD Budget
E 602-00000-721 Transfer Out	\$50,000.00	\$0.00	\$0.11	\$0.00	\$49,999.89	0.00%
FUND 602 SEWER FUND	\$574,719.00	\$43,444.81	\$124,162.71	\$0.00	\$450,556.29	21.60%
	\$4,285,690.00	\$363,751.70	\$1,909,599.53	\$0.00	\$2,376,090.47	44.56%

FILTER: None

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