

BOVEY CITY COUNCIL MEETING
January 19, 2022
6:00 p.m. Council meeting
Virtual via Zoom or In-Person Club Room

CALL TO ORDER:

ROLL CALL:

APPROVE AGENDA:

GUESTS:

PUBLIC FORUM: (Limit comments to 3 minutes)

CONSENT AGENDA:

1. Minutes from January 5, 2022 council meeting
2. Disbursements for claims and payroll
3. Treasurer reports – Nov and Dec

DEPARTMENT HEADS & COMMITTEES:

1. Police, Chief Sam Hussman
 - a. Resolution 22-0119-01
2. Engineer, Joseph Pelawa
 - a. Municipal boundary Resolution 22-0119-02
3. Public Works, Kevin Odden
 - a. December report
 - b. Bolton & Menk wellhead proposal
 - c. Fusion Tech IT proposal
 - d. Offer to purchase city land
4. Planning & Zoning
 - a. Fill vacancy
5. Attorney, John Dimich
6. City Council
 - a. Appoint city engineer
7. City Clerk, Tara DeGuseppi

**UNFINISHED
BUSINESS:**

NEW BUSINESS:

CORRESPONDENCE:

ADJOURNMENT:

BOVEY CITY COUNCIL
JANUARY 5, 2021
6:00 P.M.

- CALL TO ORDER:** Mayor Robert Stein called the meeting to order at 6:02 p.m.
- ROLL CALL:** Members present were Robert Stein, Deborah Trbojevich, Adam Hecimovich, and Nancilyn Meyer Nail.
- AGENDA APPROVAL:** Trbojevich/Hecimovich/all in favor (Sarah Carling will join discussion with Odden)
- GUESTS/PUBLIC FORUM:** None
- SET MEETING DATES/TIME FOR 2022:** 1st Wednesday work session/3rd Wednesday business meeting at 6:00 p.m.
- REORGANIZATION APPOINTMENTS:**

COMMUNITY COMMITTEES:

LIBRARY BOARD – Jean Cyronek and Kris Erickson

PLANNING & ZONING – Laura Foss resigned. Jacques Duquette and Jeff Nail

COUNCIL COMMITTEES:

WAGE & BENEFIT – Robert Stein and Deborah Trbojevich

PERSONNEL – council as a whole

REPRESENTATIVES TO:

GREENWAY JOINT REC BOARD – Robert Lawson

WMMPB – Nancilyn Meyer Nail

JOINT WASTEWATER COMMISSION – Kevin Odden, Deborah Trbojevich, and Robert Tok

LAKEVIEW CEMETARY ASSOCIATION – Deborah Trbojevich

ANNUAL APPOINTMENTS:

MAYOR PRO TEM – Deborah Trbojevich

STREET INSPECTOR/ZONING OFFICER – Kevin Odden & Robert Stein

CITY ATTORNEY – Civil: John Dimich

Criminal: John Dimich

CITY ENGINEER –

CITY DEPOSITORY – 1st National Bank of Coleraine

LEGAL NEWSPAPER – Scenic Range News Forum

CIVIL DEFENSE COORDINATOR – Robert Stein

WEED INSPECTORS – Kevin Odden & Robert Stein

FIRE BOARD – Deborah Trbojevich & Robert Stein

CIRI (Brownsfield Project) – Deborah Trbojevich

MILEAGE REIMBURSEMENT RATE – federal standard rate beginning January 1, 2022 is \$.585

Hecimovich/Meyer Nail/all in favor

City Engineer Trbojevich motioned for Benchmark because of cost savings. Meyer Nail 2nd for discussion. All council members are happy with the work performed by Bolton & Menk. Motion was rescinded. Trbojevich motioned to appoint at next meeting. 2nd Hecimovich. All in favor.

AUTHORIZED SIGNERS ON ALL ACCOUNTS HELD AT 1ST NATIONAL BANK OF COLERAINE – Mayor Robert Stein, Mayor Pro-tem Deborah Trbojevich, Clerk Tara DeGuiseppe & Treasurer Kevin Odden

CONSENT AGENDA:

1. Minutes from the December 8, 2021 special meeting
2. Minutes from December 15, 2021 meeting
3. Disbursements for bills and payroll

Hecimovich/Meyer Nail/all in favor

DEPARTMENT HEADS & COMMITTEES:

1. City Engineer, Joe Pelawa – plat for Red Rock. Legal issues on signatures. North 3rd Addition – waiting on Nyberg to determine if railroad still has rights.
Municipal Boundary adjustment – Coleraine approved. Resolution will be presented at next meeting. Legal descriptions are on exhibits.
No further conversations with county on tax forfeit land.
2. Street/Public Works, Kevin Odden – DEED grant construction must start this year. EAA grant is for construction to begin 2024. EAA grant deadline is March 31, 2022. TIF option will be discussed.
Blandin Foundation \$150,000 grant. Sarah explained the Blandin grant and how the funds could be used.
3. Police, Chief Sam Hussman – No parking on blvd or sidewalks. Residents are allowed to drive across the sidewalk to get to their yard to park on their own property.
Resolution to authorize admin citations. Add to next agenda.
Squad does not have heat. Approximate cost to repair is \$2000.
4. City Council – Appoint Robert Lawson to fill Bryan Johnson’s position until special election. Hecimovich/Meyer Nail/all in favor
Resignation of Adam Hecimovich effective March 1st.
\$3000 to county for squad that was totaled. Trbojevich/Hecimovich/all in favor. Motion rescinded. Add to next agenda.
5. City Attorney, John Dimich – not present

6. Clerk, Tara DeGuseppi – call Sheriff dept regarding Dodge Charger

OLD BUSINESS:

NEW BUSINESS:

CORRESPONDENCE:

ADJOURNMENT: Trboyevich/Meyer Nail/all in favor. Meeting adjourned at 7:11 p.m.

Tara DeGuseppi, Clerk

Robert Stein, Mayor

Date approved

Date Range : 12/19/2021 To 1/19/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/18/2022	GOPHER STATE ONE CALL	INVOICE 2000235 - ANNUAL FEE	3037	\$50.00	100-43128-310-	STREETS, SIDEWALKS, CURBS	\$50.00
01/18/2022	LEAGUE OF MN CITIES	PATROL SUBSCRIPTION	3038	\$270.00	100-42140-433-	Police Training	\$270.00
01/18/2022	PARK STATE BANK	ODDEN ACCT - DEC 2021	3039	\$1,178.66	100-41940-229-	General Government Buildings and Plant	\$747.78
					206-41940-490-	General Government Buildings and Plant	\$66.65
					100-43160-215-	Street Lighting	\$22.99
					601-49440-322-	Water Utilities - Administration and General	\$13.51
					100-41940-240-	General Government Buildings and Plant	\$84.83
					100-43128-215-	STREETS, SIDEWALKS, CURBS	\$98.54
					100-43160-229-	Street Lighting	\$54.91
					100-41940-201-	General Government Buildings and Plant	\$41.08
					100-41940-223-	General Government Buildings and Plant	\$18.50
					100-43128-112-	STREETS, SIDEWALKS, CURBS	\$29.87
01/18/2022	MN SECRETARY OF STATE	NOTARY APPLICATION - ODDEN	3040	\$120.00	100-41940-433-	General Government Buildings and Plant	\$120.00
01/18/2022	MINNESOTA POWER	2021 DEC	3041	\$1,442.88	100-41940-490-	General Government Buildings and Plant	\$14.35
					601-49440-381-	Water Utilities - Administration and General	\$793.64
					100-43128-381-	STREETS, SIDEWALKS, CURBS	\$55.00
					100-43160-381-	Street Lighting	\$579.89
01/18/2022	ASPIRE HEATING & COOLING INC	INVOICE 77303 - REPLACED BLOWER MOTOR	3042	\$425.00	601-49440-229-	Water Utilities - Administration and General	\$425.00

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01/18/2022	DEED	REIMBURSEMENT	3043	\$7,164.68	215-41940-810-	General Government Buildings and Plant	\$7,164.68
01/18/2022	TARA DEGUISEPPI - PETTY CASH	POSTAGE	3044	\$107.25	601-49440-322-	Water Utilities - Administration and General	\$35.75
					602-49490-322-	Sewer Utilities - Administration and General	\$35.75
					603-49520-322-	Refuse Utilities - Administration and General	\$35.75
01/18/2022	BUREAU OF CRIMINAL APPREHENSION	CJDN ACCESS FEE	3045	\$150.00	100-42123-433-	Patrol	\$150.00
01/18/2022	CITY OF COLERAINE	INVOICE # 2022-CBT FORCEMAIN	3046	\$19,124.33	602-49490-312-	Sewer Utilities - Administration and General	\$19,124.33
01/18/2022	GT GRAPHICS	INVOICE 2623 - PARK T-SHIRTS	3047	\$1,250.00	216-45010-437-	Culture-Recreation Administration	\$1,250.00
01/18/2022	L & M SUPPLY, INC	2021 DEC STATEMENT	3048	\$334.02	100-43128-215-	STREETS, SIDEWALKS, CURBS	\$43.96
					100-41940-229-	General Government Buildings and Plant	\$111.66
					603-49520-215-	Refuse Utilities - Administration and General	\$95.95
					100-41940-223-	General Government Buildings and Plant	\$69.46
					100-41940-215-	General Government Buildings and Plant	\$12.99
01/18/2022	MINNESOTA ENERGY	DEC 2021	3049	\$967.82	100-43128-383-	STREETS, SIDEWALKS, CURBS	\$236.33
					601-49440-383-	Water Utilities - Administration and General	\$200.49

Date Range : 12/19/2021 To 1/19/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					100-41940-383-	General Government Buildings and Plant	\$531.00
01/18/2022	RANGE WATER CONDITIONING	ACCT 58172 - WATER COOLER & WATER SOFTENER	3050	\$50.00			
					100-41940-229-	General Government Buildings and Plant	\$40.00
					211-45501-416-	Library Administration	\$10.00
01/18/2022	MEDICO LIFE AND HEALTH INSURANCE CO	GROUP 7746704 - 2022 FEB PREMIUM	3051	\$56.85			
					100-41425-133-	Clerk	\$5.70
					100-43128-133-	STREETS, SIDEWALKS, CURBS	\$28.65
					100-42123-133-	Patrol	\$6.00
					100-41950-133-	EMPLOYEE/RETIREE BENEFITS	\$16.50
01/18/2022	BOLTON & MENK INC	INVOICE 282044 - NORTH 3RD INVOICE 282045 - BUSINESS PARK	3052	\$2,085.00			
					100-41940-303-	General Government Buildings and Plant	\$1,840.00
					100-43128-303-	STREETS, SIDEWALKS, CURBS	\$245.00
01/18/2022	AT&T MOBILITY	INVOICE 287308966142X01032022	3053	\$89.34			
					100-42123-321-	Patrol	\$89.34
01/18/2022	NORTHLAND SECURITIES INC	ANNUAL DISCLOSURE REPORTING - INVOICE 6900	3054	\$435.00			
					307-47501-620-	Fiscal Agent's Fees	\$435.00
01/18/2022	COLE HARDWARE	INVOICE 2112-059219	3055	\$109.99			
					100-41940-240-	General Government Buildings and Plant	\$109.99
01/18/2022	DULUTH NEWS TRIBUNE	ACCOUNT 178100560	3056	\$204.24			
					211-45506-433-	Periodicals	\$204.24
01/18/2022	BOVEY BAIT, INC	INVOICE 1657	3057	\$657.43			

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					100-42123-212-	Patrol	\$299.52
					100-43128-212-	STREETS, SIDEWALKS, CURBS	\$357.91
01/18/2022	RJ'S MARKET & LIQUOR INC	2021 DEC INVOICES	3058	\$221.54			
					100-42123-212-	Patrol	\$221.54
01/18/2022	WASTE MANAGEMENT OF WI-MN	INVOICE 02021168-0412-8	3059	\$3,280.47			
					603-49520-384-	Refuse Utilities - Administration and General	\$3,280.47
01/18/2022	CARQUEST	INVOICE 5081-771364	3060	\$224.78			
					100-42123-228-	Patrol	\$224.78
Total For Selected Claims				\$39,999.28			\$39,999.28

ADAM M HECIMOVICH

City Council/Town Board

Date

DEBORAH LEE TRBOYEVICH

City Council/Town Board

Date

NANCILYN MEYER

City Council/Town Board

Date

ROBERT M STEIN

City Council/Town Board, Mayor

Date

Fund Name: All Funds

Date Range: 01/07/2022 To 01/19/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
01/07/2022	Payroll Period Ending 12/31/2021	67427	12/18/2021 - 12/31/2021	N	Clerk	100-41425-103-	\$ 561.69
		67427			Library Administration	211-45501-103-	\$ 289.36
	Total For Check	67427					\$ 851.05
01/07/2022	Payroll Period Ending 12/31/2021	67428	12/18/2021 - 12/31/2021	N	Library Administration	211-45501-103-	\$ 349.71
	Total For Check	67428					\$ 349.71
01/07/2022	Payroll Period Ending 12/31/2021	67429	12/18/2021 - 12/31/2021	N	STREETS, SIDEWALKS, CURBS	100-43128-103-	\$ 572.53
		67429			Refuse Utilities - Administration and General	603-49520-103-	\$ 65.03
	Total For Check	67429					\$ 637.56
01/07/2022	Payroll Period Ending 12/31/2021	67430	12/18/2021 - 12/31/2021	N	General Government Buildings and Plant	100-41940-101-	\$ 11.12
		67430			Patrol	100-42123-101-	\$ 0.01
		67430			STREETS, SIDEWALKS, CURBS	100-43128-101-	\$ 725.73
		67430			Culture-Recreation Administration	100-45010-101-	\$ 40.78
		67430			Water Utilities - Administration and General	601-49440-101-	\$ 45.42
		67430			Sewer Utilities - Administration and General	602-49490-101-	\$ 7.41
		67430			Refuse Utilities - Administration and General	603-49520-101-	\$ 96.39
	Total For Check	67430					\$ 926.86
01/07/2022	Payroll Period Ending 12/31/2021	67431	12/18/2021 - 12/31/2021	N	Patrol	100-42123-101-	\$ 2,416.96
	Total For Check	67431					\$ 2,416.96
01/07/2022	Payroll Period Ending 12/31/2021	67432	12/18/2021 - 12/31/2021	N	General Government Buildings and Plant	100-41940-101-	\$ 243.20
		67432			STREETS, SIDEWALKS, CURBS	100-43128-101-	\$ 940.46
		67432			Culture-Recreation Administration	100-45010-101-	\$ 27.71
		67432			Water Utilities - Administration and General	601-49440-101-	\$ 52.33
		67432			Sewer Utilities - Administration and General	602-49490-101-	\$ 18.47
		67432			Refuse Utilities - Administration and General	603-49520-101-	\$ 257.05

Fund Name: All Funds

Date Range: 01/07/2022 To 01/19/2022

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
Total For Check		67432					\$ 1,539.22
01/07/2022	Payroll Period Ending 12/31/2021	67433	12/18/2021 - 12/31/2021	N	General Government Buildings and Plant	100-41940-101-	\$ 136.18
		67433			STREETS, SIDEWALKS, CURBS	100-43128-101-	\$ 791.60
		67433			Culture-Recreation Administration	100-45010-101-	\$ 63.63
		67433			Water Utilities - Administration and General	601-49440-101-	\$ 152.72
		67433			Sewer Utilities - Administration and General	602-49490-101-	\$ 52.18
		67433			Refuse Utilities - Administration and General	603-49520-101-	\$ 76.36
Total For Check		67433					\$ 1,272.67
01/07/2022	Payroll Period Ending 12/31/2021	67434	12/18/2021 - 12/31/2021	N	Patrol	100-42123-101-	\$ 1,927.98
Total For Check		67434					\$ 1,927.98
01/07/2022	Payroll Period Ending 12/31/2021	67435	12/18/2021 - 12/31/2021	N	General Government Buildings and Plant	100-41940-103-	\$ 10.27
		67435			Patrol	100-42123-101-	\$(0.01)
		67435			STREETS, SIDEWALKS, CURBS	100-43128-103-	\$ 147.21
		67435			Refuse Utilities - Administration and General	603-49520-103-	\$ 60.94
Total For Check		67435					\$ 218.41
01/07/2022	Payroll Period Ending 12/31/2021	67436	12/18/2021 - 12/31/2021	N	STREETS, SIDEWALKS, CURBS	100-43128-103-	\$ 45.02
		67436			Refuse Utilities - Administration and General	603-49520-103-	\$ 77.31
Total For Check		67436					\$ 122.33
01/10/2022	COLONIAL LIFE	22 JAN COLLIFE	DEC PREMIUMS - INVOICE 56782061210811	N	STREETS, SIDEWALKS, CURBS	100-43128-101-	\$ 127.82
Total For Check		22 JAN COLLIFE					\$ 127.82
01/11/2022	FURTHER	220111HRA	INVOICE 40080738	N	EMPLOYEE/RETIREE BENEFITS	100-41950-136-	\$ 1,478.32
Total For Check		220111HRA					\$ 1,478.32
01/11/2022	NICK O'TOOLE - PETTY CASH	67459	\$86.15 POSTAGE THROUGH 1/11/22	N	Patrol	100-42123-322-	\$ 86.15
		67459	\$100 EXTRA PETTY CASH			100-42123-720-	\$ 100.00
Total For Check		67459					\$ 186.15

Fund Name: All Funds

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<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
01/12/2022	Internal Revenue Service	220107IRS	Federal taxes pay date 1/07/2022	N	Clerk	100-41425-103-	\$ 226.86
		220107IRS				100-41425-122-	\$ 60.23
		220107IRS				100-41425-135-	\$ 14.08
		220107IRS			General Government Buildings and Plant	100-41940-101-	\$ 63.03
		220107IRS				100-41940-103-	\$ 0.85
		220107IRS				100-41940-122-	\$ 0.69
		220107IRS				100-41940-122-	\$ 33.77
		220107IRS				100-41940-135-	\$ 7.89
		220107IRS				100-41940-135-	\$ 0.16
		220107IRS			Patrol	100-42123-101-	\$ 761.22
		220107IRS				100-42123-135-	\$ 93.52
		220107IRS			STREETS, SIDEWALKS, CURBS	100-43128-101-	\$ 507.03
		220107IRS				100-43128-103-	\$ 90.56
		220107IRS				100-43128-122-	\$ 54.05
		220107IRS				100-43128-122-	\$ 231.65
		220107IRS				100-43128-135-	\$ 54.17
		220107IRS				100-43128-135-	\$ 12.64
		220107IRS			Culture-Recreation Administration	100-45010-101-	\$ 30.20
		220107IRS				100-45010-122-	\$ 13.09
		220107IRS				100-45010-135-	\$ 3.06
		220107IRS			Library Administration	211-45501-103-	\$ 148.05
		220107IRS				211-45501-122-	\$ 56.29
		220107IRS				211-45501-135-	\$ 13.17
		220107IRS			Water Utilities - Administration and General	601-49440-101-	\$ 55.48
		220107IRS				601-49440-122-	\$ 24.67
		220107IRS				601-49440-135-	\$ 5.77
		220107IRS			Sewer Utilities - Administration and General	602-49490-101-	\$ 16.64
		220107IRS				602-49490-122-	\$ 7.59
		220107IRS				602-49490-135-	\$ 1.78
		220107IRS			Refuse Utilities - Administration and General	603-49520-101-	\$ 75.42
		220107IRS				603-49520-103-	\$ 20.40
		220107IRS				603-49520-122-	\$ 14.33
		220107IRS				603-49520-122-	\$ 37.83
		220107IRS				603-49520-135-	\$ 8.85
		220107IRS				603-49520-135-	\$ 3.35
		Total For Check	220107IRS				\$ 2,748.37

Fund Name: All Funds

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01/18/2022	MN REVENUE - SALES TAX	2112MNSALES	2021 DEC SALES TAX	N	Water Utilities - Administration and General	601-49440-153-	\$ 71.00
		2112MNSALES			Refuse Utilities - Administration and General	603-49520-153-	\$ 635.00
		Total For Check	2112MNSALES				\$ 706.00
01/18/2022	FURTHER	220118HRA	INVOICE 40088812	N	EMPLOYEE/RETIREE BENEFITS	100-41950-136-	\$ 304.29
		Total For Check	220118HRA				\$ 304.29
Total For Selected Checks							\$ 15,813.70

For the Period : 11/1/2021 To 11/30/2021

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$335,175.88	\$92,673.98	\$50,759.26	\$377,090.60	\$0.00	\$28.31	\$377,118.91
SPECIAL REVENUE FUNDS (201 through 299)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash - Clerk	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00
Petty Cash - Police	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00
Gambling Funds	\$1,033.61	\$29.19	\$0.00	\$1,062.80	\$0.00	\$0.00	\$1,062.80
Tac Prod Tax - Fire Collaboration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CBT Sewer Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Refuse Savings	\$16,542.17	\$0.00	\$0.00	\$16,542.17	\$0.00	\$0.00	\$16,542.17
City Beautification	\$1,991.50	\$35.00	\$0.00	\$2,026.50	\$0.00	\$0.00	\$2,026.50
Library	\$19,988.58	\$3,288.04	\$2,363.79	\$20,912.83	\$0.00	\$0.00	\$20,912.83
Municipal State Aid Street Maintenance (Optional)	\$10,550.00	\$0.00	\$0.00	\$10,550.00	\$0.00	\$0.00	\$10,550.00
Sweeper Fund	\$17,444.10	\$0.00	\$0.00	\$17,444.10	\$0.00	\$0.00	\$17,444.10
DEED SCDP PROGRAM	\$33,913.57	\$0.00	\$0.00	\$33,913.57	\$0.00	\$0.00	\$33,913.57
Playground Equipment Fundraiser	\$43,606.30	\$25,000.00	\$0.00	\$68,606.30	\$0.00	\$0.00	\$68,606.30
Playground Petty Cash	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00
DEBT SERVICE FUNDS (301 through 399)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2014A GO WATER REV BONDS	(\$3,049.66)	\$2,348.61	\$0.00	(\$701.05)	\$0.00	\$0.00	(\$701.05)
2016A GO REFUNDING BONDS	\$150,922.50	\$10,211.17	\$0.00	\$161,133.67	\$0.00	\$0.00	\$161,133.67
CAPITAL PROJECT FUNDS (401 through 499)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Capital Projects	\$88,855.62	\$1,897.05	\$0.00	\$90,752.67	\$0.00	\$0.00	\$90,752.67
Water	\$261,335.87	\$14,423.33	\$7,443.80	\$268,315.40	\$0.00	\$0.00	\$268,315.40
Sewage Collection and Disposal	\$285,075.90	\$24,643.64	\$16,868.89	\$292,850.65	\$0.00	\$0.00	\$292,850.65
Refuse or Garbage Collection	\$47,637.41	\$7,817.84	\$2,801.21	\$52,654.04	\$0.00	\$0.00	\$52,654.04
FIDUCIARY FUNDS (801 through 899)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sick Leave 975859 - Hollom	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sick Leave 975856 - Lawson	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sick Leave 975850 - Odden	\$21,068.33	\$0.00	\$0.00	\$21,068.33	\$0.00	\$0.00	\$21,068.33
Sick Leave 975862 - McCartney	\$665.17	\$0.00	\$0.00	\$665.17	\$0.00	\$0.00	\$665.17
Sick Leave 976015 - DeGuisseppi	\$8,666.50	\$0.00	\$0.00	\$8,666.50	\$0.00	\$0.00	\$8,666.50
Sick Leave 976030 - Hoshal	\$4,153.48	\$0.00	\$0.00	\$4,153.48	\$0.00	\$0.00	\$4,153.48
Sick Leave 978428 - S Hussman	\$963.65	\$0.00	\$0.00	\$963.65	\$0.00	\$0.00	\$963.65

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
Sick Leave 978425 - O'Toole	\$162.91	\$0.00	\$0.00	\$162.91	\$0.00	\$0.00	\$162.91
Total	\$1,347,253.39	\$182,367.85	\$80,236.95	\$1,449,384.29	\$0.00	\$28.31	\$1,449,412.60

ADAM M HECIMOVICH

City Council/Town Board

Date

DEBORAH LEE TRBOYEVICH

City Council/Town Board

Date

NANCILYN MEYER

City Council/Town Board

Date

ROBERT M STEIN

City Council/Town Board, Mayor

Date

For the Period : 12/1/2021 To 12/31/2021

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$377,090.60	\$161,263.76	\$60,961.99	\$477,392.37	\$0.00	\$35.75	\$477,428.12
SPECIAL REVENUE FUNDS (201 through 299)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Petty Cash - Clerk	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00
Petty Cash - Police	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00
Gambling Funds	\$1,062.80	\$182.29	\$0.00	\$1,245.09	\$0.00	\$0.00	\$1,245.09
Tac Prod Tax - Fire Collaboration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CBT Sewer Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Refuse Savings	\$16,542.17	\$0.00	\$0.00	\$16,542.17	\$0.00	\$0.00	\$16,542.17
City Beautification	\$2,026.50	\$110.00	\$0.00	\$2,136.50	\$0.00	\$0.00	\$2,136.50
Library	\$20,912.83	\$0.00	\$3,878.87	\$17,033.96	\$0.00	\$0.00	\$17,033.96
Municipal State Aid Street Maintenance (Optional)	\$10,550.00	\$10,550.00	\$0.00	\$21,100.00	\$0.00	\$0.00	\$21,100.00
Sweeper Fund	\$17,444.10	\$0.00	\$0.00	\$17,444.10	\$0.00	\$0.00	\$17,444.10
DEED SCDP PROGRAM	\$33,913.57	\$0.00	\$0.00	\$33,913.57	\$0.00	\$0.00	\$33,913.57
Playground Equipment Fundraiser	\$68,606.30	\$0.00	\$0.00	\$68,606.30	\$0.00	\$0.00	\$68,606.30
Playground Petty Cash	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00
DEBT SERVICE FUNDS (301 through 399)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2014A GO WATER REV BONDS	(\$701.05)	\$2,166.92	\$0.00	\$1,465.87	\$0.00	\$0.00	\$1,465.87
2016A GO REFUNDING BONDS	\$161,133.67	\$6,771.61	\$0.00	\$167,905.28	\$0.00	\$0.00	\$167,905.28
CAPITAL PROJECT FUNDS (401 through 499)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Capital Projects	\$90,752.67	\$944.87	\$0.00	\$91,697.54	\$0.00	\$0.00	\$91,697.54
Water	\$268,315.40	\$15,006.05	\$7,825.74	\$275,495.71	\$0.00	\$0.25	\$275,495.96
Sewage Collection and Disposal	\$292,850.65	\$21,151.22	\$24,561.36	\$289,440.51	\$0.00	\$0.08	\$289,440.59
Refuse or Garbage Collection	\$52,654.04	\$5,758.97	\$10,363.50	\$48,049.51	\$0.00	\$0.63	\$48,050.14
FIDUCIARY FUNDS (801 through 899)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sick Leave 975859 - Hollom	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sick Leave 975856 - Lawson	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sick Leave 975850 - Odden	\$21,068.33	\$2.65	\$0.00	\$21,070.98	\$0.00	\$0.00	\$21,070.98
Sick Leave 975862 - McCartney	\$665.17	\$0.09	\$0.00	\$665.26	\$0.00	\$0.00	\$665.26
Sick Leave 976015 - DeGuisseppi	\$8,666.50	\$1.09	\$0.00	\$8,667.59	\$0.00	\$0.00	\$8,667.59
Sick Leave 976030 - Hoshal	\$4,153.48	\$0.53	\$0.00	\$4,154.01	\$0.00	\$0.00	\$4,154.01
Sick Leave 978428 - S Hussman	\$963.65	\$0.12	\$0.00	\$963.77	\$0.00	\$0.00	\$963.77

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
Sick Leave 978425 - O'Toole	\$162.91	\$0.02	\$0.00	\$162.93	\$0.00	\$0.00	\$162.93
Total	\$1,449,384.29	\$223,910.19	\$107,591.46	\$1,565,703.02	\$0.00	\$36.71	\$1,565,739.73

ADAM M HECIMOVICH

City Council/Town Board

Date

DEBORAH LEE TRBOYEVICH

City Council/Town Board

Date

NANCILYN MEYER

City Council/Town Board

Date

ROBERT M STEIN

City Council/Town Board, Mayor

Date

CITY OF BOVEY

RESOLUTION No. 22-0119-01

A RESOLUTION AUTHORIZING ADMINISTRATIVE CITATIONS FOR
CERTAIN TRAFFIC OFFENSES PURSUANT TO MINN STAT 169 999

The City Council of the City of Bovey, Minnesota, does ordain.

WHEREAS The City is authorized to provide for the Issuance of administrative citations for specific traffic offenses designated at Minn. Stat. 169.999, subd. I(b)(1), (2) and (3), in the amount designated at Minn. Stat. S 169.999, subd. 5, as it may be amended from time to time; and

WHEREAS The authority to Issue administrative traffic citations authorized by this resolution IS reserved by law exclusively to licensed peace officers; and

WHEREAS City peace officers may not Issue administrative traffic citations in violation of Minn. Stat. 5169 999; and

WHEREAS The City IS required to notify a recipient of an administrative traffic citation of his or her right to contest the citation and to appoint a neutral third party to hear and rule on challenges to administrative traffic citations authorized by this resolution, and

WHEREAS Minn. Stat. 169.999 contains numerous requirements related to the issuance of administrative traffic citations including but not limited to prescribing a uniform traffic citation form, use and sharing of fine revenues, and other administrative measures;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BOVEY, MINNESOTA.

- 1) The City hereby authorizes the issuance of administrative citations for traffic offenses designated at Minn. Stat. 169 999, subd. I(b)(1), (2) and (3), as It may be amended from time to time; and
- 2) The City hereby sets the fine for committing an administrative traffic violation designated by Minn. Stat. SS 169 999 and this resolution at the amount designated by Minn. Stat. 169 999, subd. 5, as It may be amended from time to time; and
- 3) The City hereby directs that only licensed City peace officers may Issue administrative traffic citations authorized by this resolution, and
- 4) The City hereby directs that no City peace officer may Issue an administrative traffic citation in violation of Minn. Stat. 169 999; and
- 5) The City hereby directs that no administrative traffic citation authorized by this resolution may be issued to a holder of a commercial driver's license or the driver of a commercial vehicle in which the administrative violation was committed, and

- 6) The City hereby directs the appointment of a neutral third party to hear and rule on challenges to administrative traffic citations authorized by this resolution. Such appointment may be renewed annually at the first meeting of the year as all other Council appointments, or more Immediately as the Council directs, in its sole, reasonable discretion,
- 7) The City hereby adopts the uniform administrative traffic citation form prescribed by the Commissioner of Public Safety.
- 8) The City hereby authorizes City staff to create materials as necessary to supplement the uniform administrative traffic citation to provide recipients of an administrative traffic citation with information related, but not limited to, the recipient's right to challenge the citation, the City's process for handling challenges to administrative traffic citations, the location, dates, and times designated to hear traffic citation challenges, the process for paying a traffic citation; and the effect of an administrative traffic citation on a recipient's driving record; and
- 9) City staff is hereby directed to Inform the Commissioner of Public Safety of the passage of this resolution,
- 10) City staff is hereby directed to separately account for administrative traffic citations authorized by this resolution In City financial reports, summaries, and audits in keeping with common accounting practices and standards.
- 11) City staff IS hereby directed to designate a special fund for the portion of administrative traffic fines that must be spent on law enforcement purposes, in keeping with common accounting practice and standards, and to report annually, or as otherwise directed by Council, to the City Council on said fund.

The motion for the adoption of the foregoing resolution was proposed by Council member _____ and was duly seconded by Council _____ member and upon vote being taken thereon, the following voted in favor

And the following voted against the same•

Whereupon sard resolution was declared duly passed and adopted by the City Council of the City of Grand Rapids, on July 27, 2009

BY

Attest:

Bob Stein
Mayor

Tara DeGuisseppi
City Administrator

CITY OF BOVEY
RESOLUTION No. 22-0119-02

A JOINT RESOLUTION REQUESTING CONCURRENT Detachment from Bovey and Coleraine and Annexation of parcels from each City to the other pursuant to Minnesota Statute Section 414.061.

WHEREAS, the parcels are each 40 acres in question.

WHEREAS, Parcel No. 88-029-1301 is tax forfeited being detachment from the North Western boundary of Bovey to Coleraine

WHEREAS, Parcel No. 86-020-4400 is from Glacier Park Iron Properties, the owner located on the Southern Boundary of Coleraine to be annexed to Bovey from Coleraine

WHEREAS, the legal description of Parcel 88-029-1301 is the Southwest Quarter of the Northwest Quarter (SW ¼ NW ¼), Section Twenty-Nine (29), Township Fifty-Six (56), Range Twenty-Four (24), West of the Fourth Principal Meridian, Itasca County, Minnesota.

WHEREAS, the legal description of Parcel 86-020-4400 is Southwest Quarter of the Southeast Quarter (SW ¼ SE ¼), Section Twenty (20), Township Fifty-Six (56) North, Range Twenty-Four (24), West of the Fourth Principal Meridian, Itasca County, Minnesota.

WHEREAS, the Cities want to detach the respective parcels and annex to their Municipal Boundaries.

THEREFORE, BE IT RESOLVED

1. The Cities of Bovey and Coleraine jointly request that the Minnesota Office of Administrative Hearings – Municipal Boundary Adjustment Unit concurrently detach the annexed property 88-029-1301 from the City of Bovey and detach, and annex parcel 86-020-4400 on the Southern Boundary of Coleraine from the City of Coleraine to the City of Bovey at the earliest possible date.

2. The City Attorney of Bovey and the City of Bovey and the City of Coleraine is authorized to submit this resolution along with the appropriate application materials and fee to the Minnesota Office of Administrative Hearings-Municipal Boundary Adjustment Unit for the purpose set forth herein.

Adopted by the Bovey City Council on this _____ day of _____, 2022

Attest – Tara DeGuisseppi

Mayor – Robert Stein

**Adopted by the Coleraine City Council on this _____ day of _____,
2022**

Attest – Briana Anderson

Mayor – Tom Nielson

**CITY OF BOVEY
PUBLIC WORKS DEPARTMENT
MONTHLY REPORT**

DECEMBER 2021

Streets

- 1 1 Gopher One locate.
- 2 Held several meetings with Sarah and Josh from ARDC for EAA grant.
- 3 Took BDPI declaration letter to have recorded, couldn't record because the plat hasn't been recorded yet. Notified Joe Pelawa to move on this.
- 4 Worked with Tara on budgets. Have it down to just under 4% but had to pretty much cut all new equipment except police squad which they need.
- 5 Flags up and down for Pearl Harbor Day.
- 6 Put up Christmas decorations.
- 7 Plowing and sanding as needed. Plowed 10 days in December. December snowfall 29.2". This December's snowfall was the 3rd highest on record.
- 8 Hauled piles off Main St. as needed and documented for billing purposes.
- 9 Performed repairs on 2 street lights, 1 converted to LED, other was a photocell replacement.
- 10 Contacted 4 engineering firms for a quote on a Preliminary Engineering Report for the EAA grant. Only Karvakko Engineering was interested and quoted \$36,000.
- 11 Met with Joe Pelewa o engineering costs, asked him to review.
- 12 Informed Casper to go ahead with ditch dredging, met with Zakobe owners, composed a liability release and had signed.
- 13 Ordered cutting edges for plow on new 1 ton and the 3/4 ton Silverado.

Water

- 1 6 water delinquency shut offs. All but 2 has been paid and the other 4 were turned back on.
- 2 Remove snow from around fire hydrants.
- 3 Bolton Menk RFP for Wellhead Plan Amendment was never approved last May. Plan is in the final stages of amending. Should approve the proposal, see attached.

Sewer

- 1 Performed weekly and monthly maintenance for Trailview lift station.

Garbage

- 1 Garbage hauled for December- 28.53 tons. Weekly average- 6.34 tons.
- 2 Total garbage hauled in 2021 was 351 tons. This is down from 368 tons in 2020.
- 3 Received a letter from Waste Management stating there will be a rate increase of \$7.62/ton.

Vehicles/Equipment

- 1 Loader- not staying in gear. Looked at some wiring and called McCoy. They replaced the shift switch on the joystick. This was under warranty.
- 2 3/4 Ton Silverado- Plow failing, troubleshoot electrical. Couldn't find problem, called Mackley's to repair. They found a bad wire and replaced. Also, replaced cutting edges on plow.

Buildings

- 1 City Hall- cleaned as needed.
- 2 Performed daily, weekly and monthly boiler checks as needed.
- 3 Performed monthly boiler water analysis, all within specs.
- 4 I came in on 12/31 to lower the flag and when I checked the boiler, I found a leak in the reclaim tank feed line to the boiler. Found a container to catch the leaking condensate. Went back on Saturday and Sunday mornings to empty the catch container, didn't take time for those 2 days.
- 5 Cleaned basement as needed for events.
- 6 While doing hall checks, I found no hot water. Checked water heater, not working, tried to light but it wouldn't. Removed burner assembly and cleaned, noticed burner hood was wet. Tested outside of water heater and it seemed to work fine. Put back together and lit. 2 days later, I noticed heater tank was leaking. Replaced water heater and installed cross over line to feed water heater for dishwasher as that water heater is also out and won't light. Tried new thermo couple in that but still not working. Suspect bad gas valve. Left as is for now and opened the crossover valve.

Respectfully submitted,

Kevin D Odden

Kevin Odden
Public Works Supervisor



Real People. Real Solutions.

4960 Miller Trunk Highway
Suite 350
Hermantown, MN 55811

Ph: (218) 729-5939
Bolton-Menk.com

April 21, 2021

Kevin Odden; Public Works Supervisor
City of Bovey
402 2nd Ave.
Bovey, MN 55709

RE: Proposal for Wellhead Protection Activities: WHPP – Part 2 Amendment

Dear Kevin:

Bolton & Menk, Inc. is pleased to present this proposal for Wellhead Protection Plan (WHPP) - Part 2 Amendment for the City of Bovey. We understand what needs to be accomplished to make this plan successful for the businesses, residents, and City of Bovey. As you examine our proposal, we believe you will find our project team provides outstanding value in engineering services.

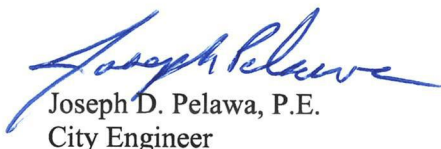
We propose to perform the work under the guidance and supervision of the Bovey city engineer, with primary support from our Duluth location and subconsultants. We have assembled a team of highly qualified professionals and subconsultants with significant WHPP experience who have successfully worked with Minnesota Department of Health (MDH) staff on numerous other WHPPs. Their knowledge and working relationship will expedite the review and approval process. We will meet with stakeholders and establish a communication network for effective project delivery.

We will complete the project within the time period required by the MDH. Our project team has successfully completed WHPPs (Parts I and II). We will provide plan review draft copies (one printed and electronic digital format) as well as final completed plan (two printed and electronic digital files) for the community and required review agencies.

Work on this project will be performed under our existing City Engineer Agreement for Professional Services with Bovey. We propose to provide the services to complete WHPP - Part 2 Amendment that will be approved by the MDH for a lump sum fee of \$9,500. If this proposal is acceptable, a signatory block is provided on the final page for convenience. Please have this document signed by the appropriate party to acknowledge acceptance of this proposal and authorize us to proceed. We understand city council approval may be needed before work can be authorized. Once signed, this document should be returned to me in person, or via email at Joseph.Pelawa@Bolton-Menk.com.

We appreciate the excellent working relationship we have with the City of Bovey and thank you for this opportunity to provide further service. We look forward to helping the city with your WHPP. If you have questions regarding this proposal or wish to discuss further, please call me at (218) 830-2636.

Respectfully Submitted,
Bolton & Menk, Inc.



Joseph D. Pelawa, P.E.
City Engineer

- Enclosure: Professional Services Proposal, WHPP – Part 2 Amendment

PROFESSIONAL SERVICES PROPOSAL – WELLHEAD PROTECTION PLAN - PART 2 AMENDMENT

DESCRIPTION OF PROPOSED PROJECT

Bovey's current WHPP from 2007 is to be updated. The City of Bovey has been notified by MDH that the next step in the process for updating the community WHPP Part 2 is due. Part 1 of the plan has been completed (October 2019) and Part 2 will be completed in accordance with guidance and recommendations from the MDH.

Bolton & Menk will provide professional services for the project using some subconsultants to prepare portions of the plan and associated exhibit documents and administration. The plan will be based on input from Bolton & Menk, city staff, and MDH. More information on specific tasks within the professional services is provided below.

SCOPE OF WORK

Task 1 – Project Management, Coordination, and Communication

- Overall management and coordination of the project team
- General communication with city on plan questions, issues, and progress

Task 2 – Meetings

- Attend three teleconference meetings with city staff and MDH
 - Project kickoff, preliminary review, and final review
- Potential Contamination Source Inventory (PCSI) meeting – on-site

Task 3 – Prepare PCSI and Draft Plan – Part 2 Amendment

- Prepare Draft WHPP and PCSI (one printed and electronic (PDF) format)
- Provide summary memo for review and approval to move forward with final plan

Task 4 – Prepare Final Plan – Part 2 Amendment

- Prepare Final WHPP (two printed and electronic (PDF) files)

Added Services

The following services are not part of the base scope of the proposed work but can be added to the work as needed, upon request by the city:

- Extra meetings
 - On-site meeting attendance: \$1,100 per meeting
 - Teleconference meeting: \$200 per meeting
- Project funding
 - Provide assistance/supporting information for city use in funding applications

ASSUMPTIONS

The following assumptions are made as part of this proposal:

1. Funding
 - a. City will prepare and submit funding documents and applications
2. Bolton & Menk proposes to perform the services outlined in this proposal for the stated fee arrangement; changes required by the owner or other controlling entities (regulatory agencies, contractors, courts, etc.) from the scope of services, will be considered “additional services” and will be invoiced on an hourly basis in addition to the stated fee arrangement

DELIVERABLES

- Draft WHPP to be submitted for review and comment by the City of Bovey and required local government agencies (SWCD, MHD, Itasca County, City of Coleraine, etc.)
- A Final Plan will be completed and submitted for approval by the City of Bovey and MDH

All deliverables will be provided in both hard copy and electronic (PDF) formats.

FEES

Bolton & Menk will provide professional services in accordance with the previously described scope of work as summarized below.

• Task 1 – Project Management, Coordination, and Communication	\$ 1,000
• Task 2 – Meetings*	\$ 2,100
• Task 3 – Prepare PCSI and Draft Plan – Part 2 Amendment	\$ 4,900
• <u>Task 4 – Prepare Final Plan – Part 2 Amendment</u>	\$ 1,500
Total Fee:	\$ 9,500

*Task 2 assumes three teleconference and one on-site meetings are sufficient to complete the plan document.

ADDED SERVICES

All work performed by Bolton & Menk and/or subconsultants on this project for added services will be provided on an hourly basis.

The hourly rates for Bolton & Menk include labor, general business, and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed, the above rates include vehicle and personal expenses, mileage, telephone, survey equipment, survey stakes, and routine expendable supplies; **no separate or additional charges** will be made for those activities and materials.

SCHEDULE

Bolton & Menk proposes the following timeline for completion of Part 2 of the WHPP.

Task	Date
Meeting 1 – Introductions, Current Plan Review, and Discuss Requirements	September 2021
Meeting 2 – PCSI Data, Draft Chapters 1-4, Discuss Chapters 5 & 6	November 2021
Meeting 3 – Chapter 1-6 Review, Chapter 7 Draft	January 2022
Meeting 4 – Final Draft Review, Local Government Review (60-day review period)	February 2022
Conference Call to Review Local Government Comments and Prepare for Public Hearing	April/May 2022
Hold Public Hearing After 60-day Review Period	May or June 2022
Plan Submittal to MDH for Final Approval	October 2022

TERMS

This proposal is subject to the existing City Engineer Agreement for Professional Services between the City of Bovey and Bolton & Menk, Inc. If this proposal is acceptable, please have this document signed by the appropriate party to authorize work to proceed. We understand city council approval may be needed before work can be authorized. Once signed, this document should be returned to me in person, or via email.

City of Bovey, Kevin Odden
April 21, 2021

ACCEPTANCE

This proposal is accepted, and work described herein is authorized to proceed:

CLIENT: City of Bovey, MN

By: _____

Printed Name: _____

Title: _____

Date: _____

Attest: _____

Printed Name: _____

Title: _____

Date: _____

James Foster
1300 9TH AVE N
SAUK RAPIDS, MN 56379
RETURN SERVICE REQUESTED

City Of Bovey
Po Box 399
Bovey, MN 55709

PURCHASE AGREEMENT - THIS IS AN OFFER FOR YOUR PROPERTY!

APN
86-490-3000

Acreage
5.95

County
Itasca

The purchase offer of \$8,769.82 will be paid in full at the time of closing, unless otherwise discussed. We will pay the cost of completing the transaction including any outstanding property taxes within reason*.

This offer is contingent upon the following terms:

- 1 Buyer's confirmation of parcel size and other due diligence.
- 2 Said property is to be sold free and clear of all encumbrances, with good and marketable title and with full possession to said property available to Buyer at date of closing.
- 3 Unless otherwise agreed upon, every effort will be made to close this transaction by 2022-04-27
- 4 This offer shall be rescinded unless accepted by 2022-04-27

• Please consider my counter offer: \$_____

To accept this offer, you can CALL, FAX, or EMAIL this signed offer directly to me OR MAIL it to the address below -- my email is **James@TessanLand.com**

Owner (print): _____

E-mail: _____

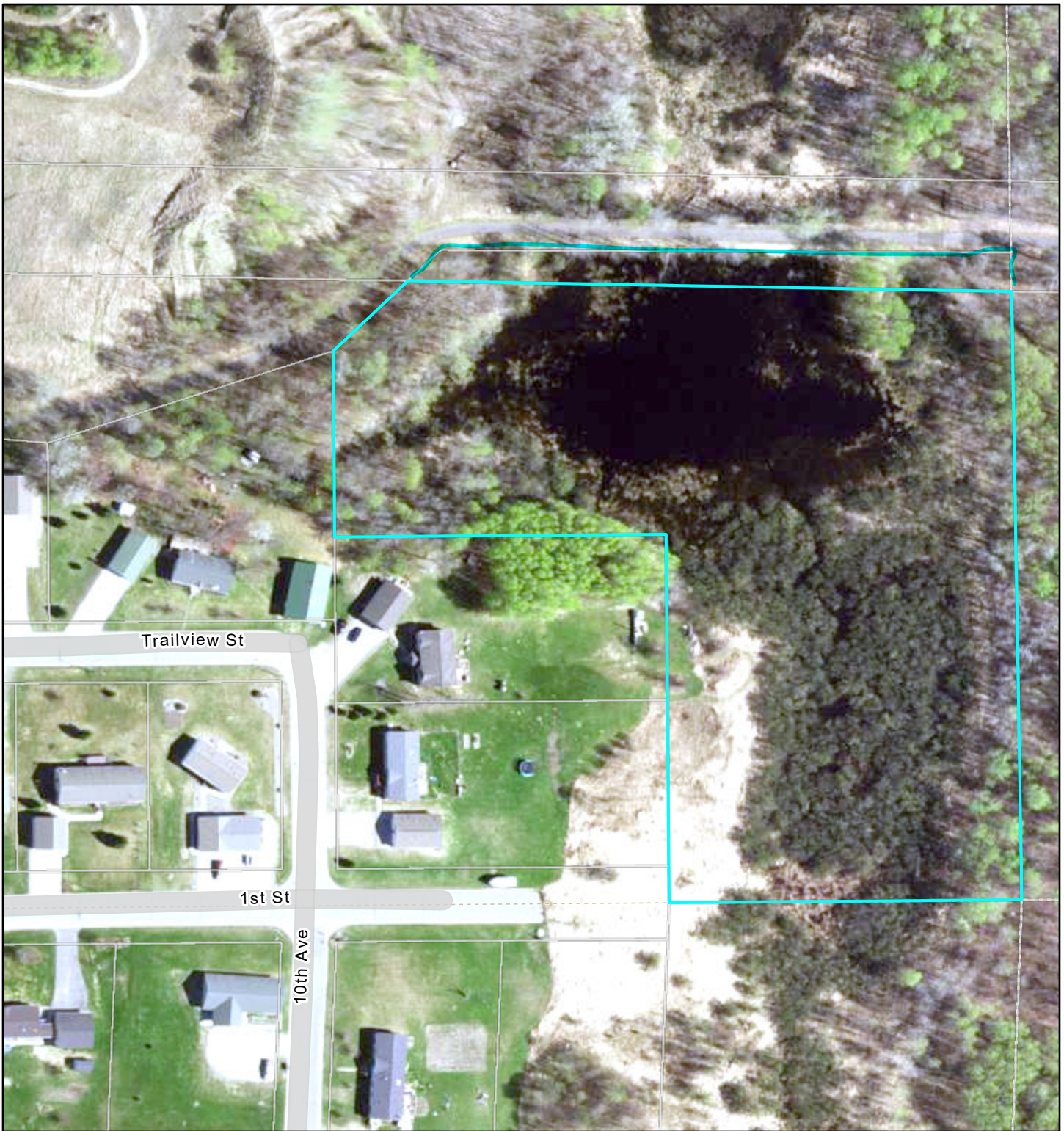
Owner (sign): _____

Ph#: _____

*The back tax amounts will be reviewed and approved by the Purchaser. If back tax amounts are not approved by the Purchaser, this transaction shall be canceled.

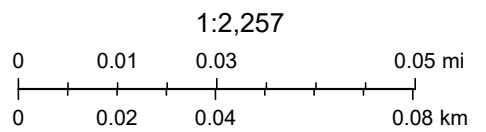
James Foster | 1300 9TH AVE N | SAUK RAPIDS, Minnesota 56379 | **Phone: (320) 968-3295** | Fax: (320) 818-7620

Itasca County GIS Web Map

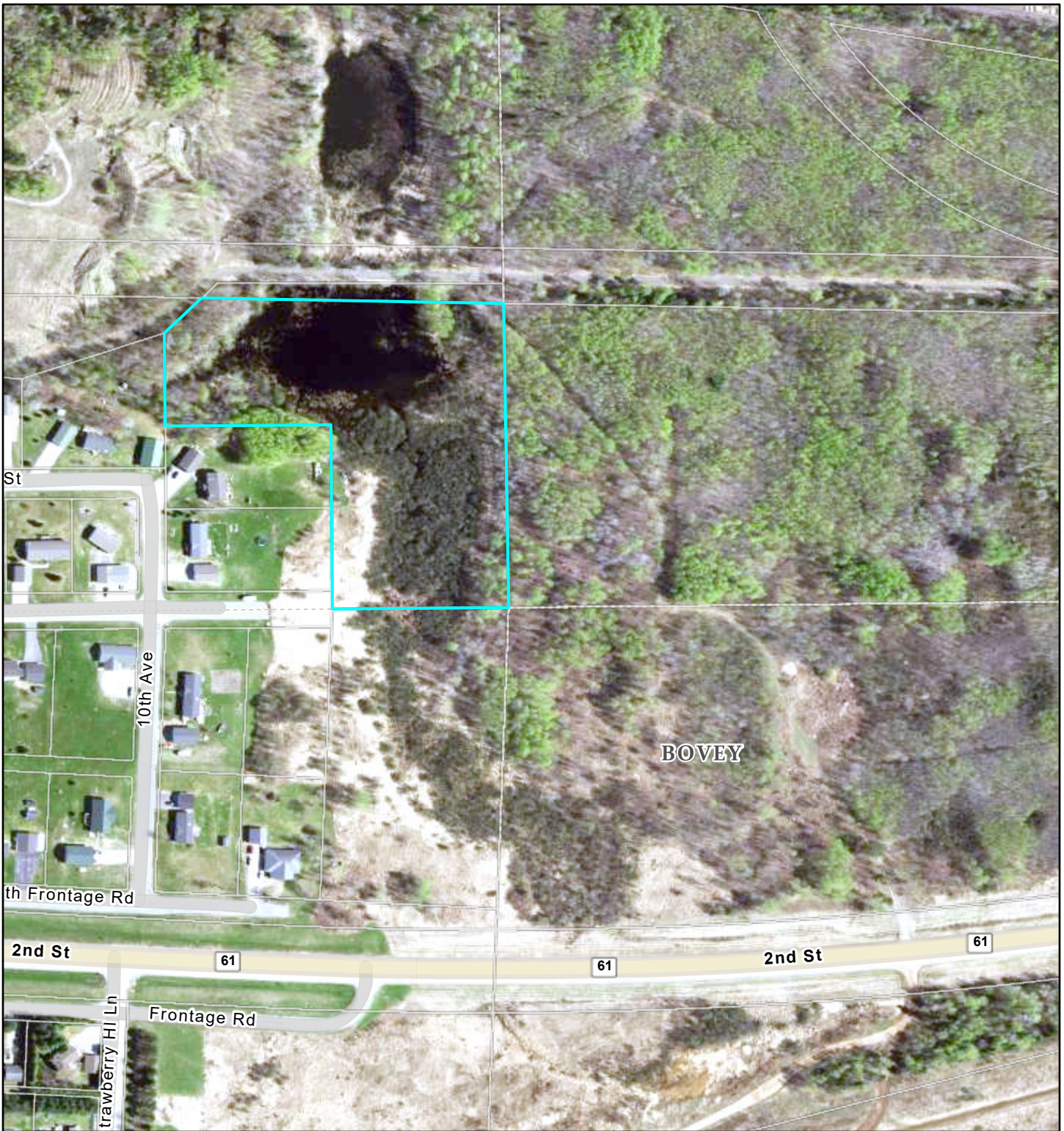


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 Tax Parcel

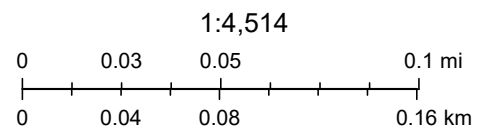


Itasca County GIS Web Map



1/14/2022, 10:47:32 AM

 Tax Parcel



Information Technology Service Agreement

Between:

City of Bovey
402 2nd Street
Bovey, MN 55709

And:

FUSIONTech LLC
213 Ethel Street
Marble, MN 55764

218-259-6310(Justin)
218-259-6444(Josh)
jwhirley@fusiontech.org
josh@fusiontech.org

Whereas City of Bovey wishes to engage the services of FUSIONTech LLC to provide information technology assistance and support on an hourly basis, the purpose of this agreement is to provide written guidelines for services provided by FUSIONTech LLC to City of Bovey.

Availability:

Requests, by an authorized employee of City of Bovey, can be made verbally or in a written format. Services may be provided on-site, or remotely, based on the discretion of FUSIONTech LLC and/or an authorized employee of City of Bovey. FUSIONTech LLC warrants that all requests will be handled in an efficient and timely manner within the following schedule:

Monday - Thursday: 11:00AM – 10PM
Friday: 4:30PM – 10:00PM
Saturday, and Sunday: 8:00 AM – 10PM

Connectivity:

City of Bovey will provide a network account and access to the City of Bovey VPN, along with setup information.

Payment and Billing

Detailed invoices will be submitted to City of Bovey monthly and are due within 30 days of receipt. All hours will be billed in 15-minute increments with a 1 hour minimum.

Estimation of hours:

City of Bovey may request an “estimation of hours to completion” on any given project. If any project has an “estimation of hours to completion”, additional time required over the estimate will be pre-approved by an authorized City of Bovey employee prior to continuation of the project.

Rates:

Description	Hourly Rate
Technical Consulting	\$150.00
Emergency service	\$300.00

Independent Contractor Status:

The parties agree that FUSIONTech LLC shall perform duties under this agreement as an independent contractor. City of Bovey shall not be responsible for the payment of employment taxes or benefits with respect to the contractor. Further, this Agreement shall not be construed as a partnership, and neither party hereto shall be liable for any obligation incurred by the other except as otherwise specifically provided for herein.

Limited Professional Services Warranty:

FUSIONTech LLC warrants that all services will be performed in a professional manner, and that all services shall be performed in accordance with any applicable federal, state and local laws and regulations. FUSIONTech LLC further warrants that it will not subcontract with, or otherwise engage the services of, any third parties without the consent of City of Bovey.

FUSIONTech LLC makes no warranty of any kind, whether express or implied, with regard to any third-party products, third-party content, or any software, equipment, or hardware obtained by third parties. FUSIONTech LLC also makes no representation or warranty that the completion of the project will be error free or uninterrupted in all circumstances.

Indemnification:

Each party agrees to indemnify and hold harmless the other party for any and all claims, causes of action, and damages, including reasonable attorney fees and costs arising from or related to the performance of their respective duties described in this Agreement.

Non-Assumption of Liabilities and Risk:

FUSIONTech LLC shall not, by entering into and performing this Agreement, assume, become liable for, or guarantee any of the existing or future obligations, liabilities or debts of City of Bovey. City of Bovey shall not, by entering into and performing this Agreement, assume, become liable for, or guarantee any of the existing or future obligations, liabilities, or debts of FUSIONTech LLC that are unrelated to professional services and not included in this agreement.

Confidentiality:

The parties agree to hold each other's proprietary or confidential information in strict confidence. Each party agrees to take all reasonable steps to ensure that proprietary or confidential information of either party is not disclosed or distributed by its employees,

agents, or consultants in violation of the provision of this Agreement. Each party acknowledges that any use or disclosure of the other party's proprietary or confidential information, other than as specifically provided for in this Agreement, may result in irreparable injury and damage to the non-using or non-disclosing party. Accordingly, each party hereby agrees that in the event of use or disclosure by the other party, other than as specifically provided for in this Agreement, the non-using or non-disclosing party may be entitled to equitable relief from a court of competent jurisdiction, in addition to any remedies at law. The Confidentiality provision of this Agreement will endure in perpetuity.

Termination of Agreement:

Without Cause: Either party may terminate this Agreement for any reason, without cause, at any time upon a minimum of 30 day notice, or at any time by mutual agreement of the parties.

With Cause: This Agreement may be terminated by either party upon written notice to the other in the event the other party breaches this agreement and fails to cure the breach within 10 days of having been notified of the breach.

FUSIONTech LLC

City of Bovey

Date

Date