

AGENDA
BOVEY CITY COUNCIL
JANUARY 5, 2022
6:00 P.M.

CALL TO ORDER:

ROLL CALL:

AGENDA APPROVAL: Corrections/Additions/Deletions

**GUESTS/PUBLIC
FORUM:**

SET MEETING DATES/TIME FOR 2022:

REORGANIZATION APPOINTMENTS:

COMMUNITY COMMITTEES:

LIBRARY BOARD –
PLANNING & ZONING –

COUNCIL COMMITTEES:

WAGE & BENEFIT –
PERSONNEL –

REPRESENTATIVES TO:

GREENWAY JOINT REC BOARD –
WMMPB –
JOINT WASTEWATER COMMISSION –
LAKEVIEW CEMETARY ASSOCIATION –

ANNUAL APPOINTMENTS:

MAYOR PRO TEM –
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 –
CIRI (Brownsfield Project) –

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

**AUTHORIZED SIGNERS ON ALL ACCOUNTS HELD AT 1ST NATIONAL BANK OF COLERAINE – Mayor
Robert Stein, Mayor Pro-tem, Clerk Tara DeGuseppi & 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

DEPARTMENT HEADS & COMMITTEES:

1. City Engineer, Joe Pelawa
2. Street/Public Works, Kevin Odden
3. Police, Chief Sam Hussman
4. City Council
5. City Attorney, John Dimich
6. Clerk, Tara DeGuseppi

OLD BUSINESS:

NEW BUSINESS:

CORRESPONDENCE:

ADJOURNMENT:

2022 SCHEDULE OF FEES

The following fee schedule is based upon competent, responsible professional services and is the minimum, below which adequate professional standards cannot be maintained. It is, therefore, to the advantage of both the professional and the client that fees be commensurate with the service rendered. Charges are based on hours spent at hourly rates in effect for the individuals performing the work. The hourly rates for principals and members of the staff vary according to skill and experience. The current specific billing rate for any individual can be provided upon request.

The fee schedule shall apply for the period through December 31, 2022. These rates may be adjusted annually thereafter to account for changed labor costs, inflation, or changed overhead conditions.

These rates 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 stakes, and routine expendable supplies; no separate charges will be made for these activities and materials. Expenses beyond the agreed scope of services and non-routine expenses, such as large quantities of prints, extra report copies, outsourced graphics and photographic reproductions, document recording fees, outside professional and technical assistance, and other items of this general nature will be invoiced separately. Rates and charges do not include sales tax, if applicable.

| Employee Classification | Hourly Billing Rates |
|--|----------------------|
| Joe Pelawa, PE, Consultant City Engineer | \$95* / \$170/Hour |
| Adam Nix, PE, Project Engineer | \$135/Hour |
| Technician (Inc. Construction, GIS, Survey ¹) | \$80-165/Hour |
| Design Engineer/Landscape Designer/Graduate Engineer/Surveyor | \$85-195 |
| Project Engineer/Surveyor/Planner/Landscape Architect | \$100-195 |
| Project Manager (Inc. Survey, GIS, Landscape Architect) | \$130-250 |
| Senior Technician (Inc. Construction, GIS, Survey ¹) | \$100-190 |
| Senior Engineer/Surveyor/Planner/GIS/Landscape Architect | \$140-225 |
| Principal Engineer/Surveyor/Planner/GIS/Landscape Architect | \$150-235 |
| Senior Principal | \$220-295 |
| Specialist (Nat. Resources; GIS; Traffic; Graphics; Other) | \$90-180 |
| Administrative/Corporate Specialists | \$60-140 |
| Structural/Electrical/Mechanical/Architect | \$120-295 |
| GPS/Robotic Survey Equipment ¹ | NO CHARGE |
| CAD/Computer Usage | NO CHARGE |
| Routine Office Supplies | NO CHARGE |
| Routine Photo Copying/Reproduction | NO CHARGE |
| Field Supplies/Survey Stakes & Equipment | NO CHARGE |
| Mileage | NO CHARGE |

* Reduced general engineering services rate for six hours/month at \$95/hour for consultant city engineer.

** Reduced rate for regular city council meetings at \$135 per meeting.

*** Specialty services rate and non-routine expense charges per invoice or separate agreement (i.e., geotechnical evaluation and report, wetlands, electrical, structural).

¹ No separate charges will be made for GPS or robotic total stations on Bolton & Menk, Inc. survey assignments; the cost of this equipment is included in the rates for Survey Technicians.



CIVIL AND ENVIRONMENTAL ENGINEERING • PLANNING
MINING • LAND SURVEYING • LAND DATA BASE MAPPING

8878 Main Street - PO Box 261
Mountain Iron, MN 55768-0261
tel: 218-735-8914 fax: 218-735-8923
email: info@bm-eng.com

December 8, 2021

City of Bovey
402 2nd St
Bovey, MN 55709

Re: 2022 Municipal Engineering Services
City of Bovey

Mayor and Council,

Benchmark Engineering, Inc. would like to reach out and inform the City of Bovey that we are interested in providing engineering and surveying services for 2022.

We are a local engineering and land surveying company in Mountain Iron and serve as city engineers for several communities along the Iron Range. Our staff includes two professional engineers, one professional surveyor, one land surveyor-in-training, two design technicians, and several survey crew and support staff. Several staff members are also FAA licensed drone pilots.

We offer assistance to cities for improving streets and utilities and team with expert professionals for wastewater/water treatment type projects to best serve the community's interest. In addition, we can assist communities with platting, floodplain surveys, trespass surveys, sale descriptions, ALTA surveys, mapping, drainage/hydrology studies, feasibility studies, planning, site conceptual work, rehabilitation project, drone surveys and photos, public bidding assistance, construction staking and observation, cost estimates, and other various tasks.

If appointed as the city's engineer, we would utilize the attached 2022 rate sheet for any hourly jobs, or not-to-exceed hourly quotes, requested by the city. We would be committed to providing the City of Bovey with city engineering and surveying services at competitive rates.

Benchmark Engineering, Inc. will also provide project design and bidding services for any requested city projects in 2022, based upon the awarded bid costs, in accordance with the following breakdown or if requested by a proposal per project:

| <u>Project Awarded Bid</u> | <u>Project Design & Bidding Services</u> |
|----------------------------|--|
| \$400,000 and greater | 8% |
| \$100,000 - \$399,999 | 9% |
| \$99,999 and less | Billed hourly – not to exceed 13% |

Project related costs such as materials testing and permit fees will be billed at direct costs. We will attend City Council meetings and other special meetings at no charge, as we consider ourselves an extension of City Staff. In addition, we will continue to assist the City Staff in pursuit of any available funding opportunities for municipal construction projects. Any work during a construction project will be at our hourly rates.

We look forward to working with you, the City Council, and City Staff on your 2022 projects. If you have any questions, or need additional information, please do not hesitate to contact us.

Sincerely,
Benchmark Engineering, Inc.



Alan Johnson, PE
President



Jeremy Schwarze, PE
Project Engineer



8878 Main Street
P.O. Box 261
Mountain Iron, MN 55768
P: 218-735-8914 F: 218-735-8923

2022 Hourly Rate Sheet

ENGINEERING FEES

| | |
|--------------------------------------|-----------|
| Professional Engineer | \$ 130.00 |
| Design Engineer | \$ 110.00 |
| Project Management | \$ 100.00 |
| Senior Design Engineering Technician | \$ 105.00 |
| CAD Technician | \$ 95.00 |
| On-Site Project Representative | \$ 80.00 |

SURVEYING FEES

| | |
|--------------------------------------|-----------|
| Professional Land Surveyor | \$ 120.00 |
| CAD Technician | \$ 95.00 |
| Drone Pilot (No Survey Equipment) | \$ 95.00 |
| 1 Person Survey Crew | \$ 110.00 |
| 2 Person Survey | \$ 155.00 |
| 2 Person with Drone/2 GPS/Bathymetry | \$ 165.00 |
| 3 Person Survey | \$ 180.00 |

OUTSIDE SERVICES – Including:

Direct Cost

Soils & Material Testing
Wetland Delineations
Outside Consulting Fees for Acquisition of Alternative Funding

The following items will be at no charge

- Assistance with cost estimates & grant applications for various funding sources, such as: UDSA, IRRRB, CDBG, ARDC, DNR, DEED, ACOE, MNDOT, State & Federal Trail Grants
- Project Administration
- Total Station & GPS Equipment
- Project Related Meetings - Including:
 - City Council
 - Planning & Zoning
 - Public Hearings
 - HRA
- Mileage
- Clerical
- Telephone

Rates valid January 1 through December 31, 2022



Building a Better World
for All of Us®

December 21, 2021

RE: City of Bovey
2022 Engineering Services
SEH Proposal

Mayor Stein and Council Members
City of Bovey
402 2nd Street
Bovey, MN, 55709

Dear Mayor Stein and Council Members:

Short Elliott Hendrickson, Inc.® (SEH) would like to thank the City of Bovey for the opportunity to propose our city engineering services. We are excited to offer engineering services to you out of our nearby office in Grand Rapids. One of the many advantages of working with SEH is our ability to provide local engineering services, while also having company-wide engineering expertise at our fingertips. Our Grand Rapids team currently provides engineering services to the neighboring City of Coleraine, and we have been involved in several projects that have partnered the Cities of Bovey and Coleraine. We would love the opportunity to be a part of your team and provide a continuity of engineering services between the two communities.

SEH understands that the City of Bovey is currently working on two projects. The first project is the expansion of the development area up on the hill served by Red Rock Drive. The second project is the development of area east of the existing KMDA property. SEH has the capabilities and the staff available to assist with these projects from their current stage to the successful completion.

SEH has a strong working relationship with many community partners that are available to assist the City of Bovey develop projects and make them affordable. These partners include IEDC, local legislators, IRRRB staff and Sarah Carling with CEDA.

Emily Major would be the primary representative from SEH to serve the City of Bovey. Emily is a Minnesota licensed professional engineer with 15 years of experience. She spent the first 8 years of her time with SEH working out of the Virginia office. Her responsibilities included direct contact with clients, developing projects from concept to construction, design, plan and specifications preparation, and construction administration. Emily transferred to the SEH Grand Rapids office in September of 2020 to move closer to family living in the area. Her activities in Grand Rapids are similar to the activities she performed in Virginia. Supporting Emily is the rest of the staff in Grand Rapids which includes engineers, technicians, scientists, and surveyors. We have the local staff to complete most of the activities that the City of Bovey would ever need assistance with. For the few activities that require specialty services, we have employees in

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1200 SE 4th Avenue, Suite 200, Grand Rapids, MN 55744-4304

218.322.4500 | 888.908.8166 fax | sehinc.com

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

other offices that are available on an as needed basis. Included with this letter is a corporate overview that details all the services that SEH provides.

When you conduct your organizational meeting for 2022, we request that the Council consider SEH for appointment as your City Engineer. Our proposal would be to attend one council meeting a month at no charge to the city. If additional meeting attendance is requested, this will be charged at the approved hourly rate. Miscellaneous services will be provided as authorized by the City Council or staff. For major project work, SEH will provide a separate proposal detailing the scope of services and the associated fees.

SEH is confident that our current staff mix will allow us to serve the City of Bovey in a cost-effective manner, while providing the quality service you deserve. The 2022 Grand Rapids Office City Engineer Hourly Rates are attached for your reference.

We look forward to working with the City of Bovey in 2022. Thank you again for allowing us to serve you.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Emily Major, PE
Project Engineer/Project Manager
MN License 52201



Bob Beaver, PE
Principal/Client Service Manager
MN License 26899

ERM

Attachment (SEH Corporate Overview, Master Agreement & General Conditions, Sample Supplemental Letter Agreement & Exhibits, and SEH Grand Rapids Office Hourly Rates)

Building a Better World for All of Us®

COMPANY OVERVIEW

SHORT ELLIOTT
HENDRICKSON INC.

Iowa

Des Moines | 515.608.6000

Mason City | 641.424.6344

Minnesota

Brainerd | 866.852.8880

Duluth | 888.722.0547

Grand Rapids | 218.322.4500

Hutchinson | 800.838.8666

Mankato | 877.316.7636

Minnetonka | 800.734.6757

Rochester | 507.288.6464

St. Cloud | 800.572.0617

St. Paul | 800.325.2055

Virginia | 218.741.4284

Nebraska

Omaha | 402.513.8201

North Dakota

Bismarck | 701.354.7121

South Dakota

Sioux Falls | 877.214.4370

Additional offices located
in Colorado, Indiana, Wisconsin
and Wyoming.

sehinc.com



Short Elliott Hendrickson Inc. (SEH®) is a 100% employee-owned company providing engineering, architectural, planning, and environmental services to public and private clients throughout the country. Our more than 800 employee-owners deliver valuable solutions in the Buildings, Energy, Environmental, Infrastructure, Transportation and Water markets. Our collective purpose and body of work is focused on Building a Better World for All of Us®.

“Building a better world” embodies our commitment to improving quality of life through safer roads, bridges, parks and trails; renewable energy and sustainable design; and cleaner air, drinking water, rivers, and lakes. “For all of us” means we design customized solutions for our clients, including the residents and businesses in the communities we serve, employees in the companies we serve and citizens of the world.

OUR CLIENTS

Since 1927, we’ve helped clients overcome challenges through strategically tailored services. We understand our public clients—local governments and state, regional and federal governmental agencies—must meet a wide array of needs with often limited resources. When working with clients in the private sector—commercial developers as well as industrial businesses: oil and gas, food and beverage and mining—we help businesses respond to the dynamic needs of the marketplace. You’ll find our clients across the United States, with evidence of our work in 42 states.



Why SEH?

Idea through completion. As a multidisciplinary company with professionals at every phase of a project lifecycle, we're capable of moving complex projects from idea through completion. Whether you prefer the traditional design-bid-build method, favor design-build services or prefer a hybrid approach, we can accommodate your project needs.

Project funding. At SEH, our services extend beyond engineering, architecture and planning. We also help our clients secure funding for their projects. Our community development and project funding services include grant writing, funding research and analysis, grant administration and prevailing wage compliance.

Sustainability. We believe in Building a Better World for All of Us, which means we design and build for the future. Our professionals, which include Envision™ certified and LEED-accredited staff, can help you benefit from best practices in sustainable planning, design and material selection.

Who We Serve and What We Do

CLIENTS

Municipalities
Counties
Federal Agencies
Regional Agencies
State Agencies
Developers
Commercial/Industrial
Food and Beverage
Manufacturing
Mining
Oil and Gas

MARKETS

Buildings
Energy
Environmental
Infrastructure
Transportation
Water

CAPABILITIES

Airport Planning and Design
Architecture
Bridge Design and Inspections
Civil Engineering
Community Planning
Construction Services
Dams/Levees/Reservoirs
Drinking Water
Energy Sources
Community Development and Project Funding
Environmental Services
Flood Management
Geographic Information Systems
Geotechnical Engineering
Highway Design
Land Development
Landscape Architecture

Mechanical/Electrical
Municipal Services
Natural Resource Sciences
Planning
Protective Coatings Management
Right-of-Way Services
Site Design and Development
Solid Waste Management
Structural Engineering
Surveying
Traffic Engineering
Transportation Planning
Urban Design
Wastewater
Water Resources
Watershed Engineering
Wetland Services
Zoning Administration

Master Agreement for Professional Services

This Master Agreement for Professional Services is effective as of January 1, 2022 between City of Bovey ("Client") and Short Elliott Hendrickson Inc. ("Consultant").

By entering into this Agreement, Client agrees to utilize the professional services of Consultant and Consultant agrees to provide the professional services described in this Agreement, exhibits or attachments. The attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 07.14.16) shall apply to all work performed by Consultant on behalf of Client. Individual projects requested by Client on an as needed basis and accepted by Consultant will be described in Supplemental Letter Agreements ("SLA") with other optional exhibits and attachments cited. Nothing herein shall be deemed to require Client to retain Consultant or require Consultant to provide services beyond those specified in Supplemental Letter Agreements.

The following optional exhibits may be attached to an SLA: Exhibit A-1 for Hourly Payments, Exhibit A-2 or A-3 for Lump Sum Payments, and Exhibit B for Resident Project Representative Duties/Responsibilities.

This Master Agreement for Professional Services, General Conditions, Exhibits, and Attachments to Exhibits (collectively referred to as the "Agreement") represent the entire understanding between Client and Consultant and supersedes all prior contemporaneous oral or written agreements with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all Exhibits unless alternate terms have been specifically agreed to on the SLA under "Other Terms and Conditions". The SLA shall take precedence over Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Short Elliott Hendrickson Inc.

City of Bovey

By: Bob Beaver

By: _____

Title: Principal

Title: _____

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General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement ("Basic Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render services hereunder will be for a period which may reasonably be required for the completion of said services.
2. If Client has requested changes in the scope, extent, or character of the Project or the services to be provided by Consultant, the time of performance and compensation for Consultant's services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform its services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for Basic Services, then Consultant shall promptly notify the Client regarding the need for additional services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional services, and to an extension of time for completion of additional services absent written objection by Client.
2. Additional services shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon 7 days written notice or, at its option, accept an equitable adjustment of rates and amounts of compensation provided for elsewhere in this Agreement to reflect reasonable costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the services provided by Consultant and access to all public and private lands required for Consultant to perform its services.
2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's services, including but not limited to, previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning, deed and other land use restrictions; as-built drawings, electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide services in a timely manner.
4. Client shall require all utilities with facilities within the Client's Project site to locate and mark said utilities upon request, relocate and/or protect said utilities as determined necessary to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Instruments of Service until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding services or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
2. Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
3. Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

1. The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its services.
2. Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods or procedures of construction. Consultant's services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
3. If requested in the scope of a Supplemental Letter Agreement, then Consultant may provide an Opinion of Probable Construction Cost. Consultant's Opinions of Probable Construction Cost provided for herein are to be made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as a professional generally familiar with the industry. However, since Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Construction Cost prepared by Consultant. If Client wishes greater assurance as to probable Construction Cost, Client shall employ an independent cost estimator or negotiate additional services and fees with Consultant.

B. Indemnity for Environmental Issues

1. Consultant is not a user, generator, handler, operator, arranger, storer, transporter or disposer of hazardous or toxic substances, therefore the Client agrees to hold harmless, indemnify and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims, losses, damages, liability and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Consultant's Liability

1. The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars (\$500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
2. Neither Party shall be liable to the other for consequential damages, including, without limitation, lost rentals, increased rental expenses, loss of use, loss of income, lost profit, financing, business and reputation and for loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them.
3. It is intended by the parties to this Agreement that Consultant's services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated

with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

D. Assignment

1. Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

SECTION V – DISPUTE RESOLUTION

A. Mediation

1. Any dispute between Client and Consultant arising out of or relating to this Agreement or services provided under this Agreement, (except for unpaid invoices which are governed by Section III), shall be submitted to nonbinding mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.

B. Litigation – Choice of Venue and Jurisdiction

1. Any dispute not settled through mediation shall be settled through litigation in the state where the Project at issue is located.

SECTION VI – INTELLECTUAL PROPERTY

A. Proprietary Information

1. All documents, including reports, drawings, calculations, specifications, CADD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service") and Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
2. Consultant shall retain all of its rights in its proprietary information including, without limitation, its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be Work Product or Work for Hire and Consultant shall not be restricted in any way with respect thereto.

B. Client Use of Instruments of Service

1. Provided that Consultant has been paid in full for its services, Client shall have the right in the form of a license to use Instruments of Service resulting from Consultant's efforts on the Project. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
2. Records requests or requests for additional copies of Instruments of Services outside of the scope of services are available to Client subject to Consultant's current rate schedule.

C. Reuse of Documents

1. All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify and hold harmless Consultant from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Bovey ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective TO BE DETERMINED, 2022, this Supplemental Letter Agreement dated TO BE DETERMINED, 2022 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: (Project Description).

Client's Authorized Representative: Mayor Robert Stein

Address: 402 2nd Street
Bovey, MN 55709

Telephone: 218.259.2738 **email:** rstein@cityofbovey.org

Project Manager: Emily Major

Address: 1200 SE 4th Avenue, Suite 200
Grand Rapids, MN 55744

Telephone: 218.322.4451 **email:** emajor@sehinc.com

Scope: The Basic Services to be provided by Consultant:

(Insert Scope of Service)

Resident Project Representative Services

RPR services will be provided in accordance with attached Exhibit B.

Schedule: *(Insert project schedule)*

Payment: A retainer in the amount of \$0 will be paid in advance of Consultant starting work and will be applied to the final invoice(s).

The lump sum fee is \$_____ including expenses and equipment.

The lump sum fee is \$_____ excluding expenses and equipment. Expenses and equipment charges are currently estimated at \$_____.

The fee is hourly estimated to be \$_____ including expenses and equipment.

The fee is hourly estimated to be \$_____ excluding expenses and equipment. Expenses and equipment charges are currently estimated at \$_____.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit (A-1, A-2 or A-3). Additional work, if required, shall be compensated in accordance with the rate schedule attached hereto as Attachment 1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:
None

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Short Elliott Hendrickson Inc.

City of Bovey

By: _____
Bob Beaver
Title: Client Service Manager _____

By: _____
Title: _____

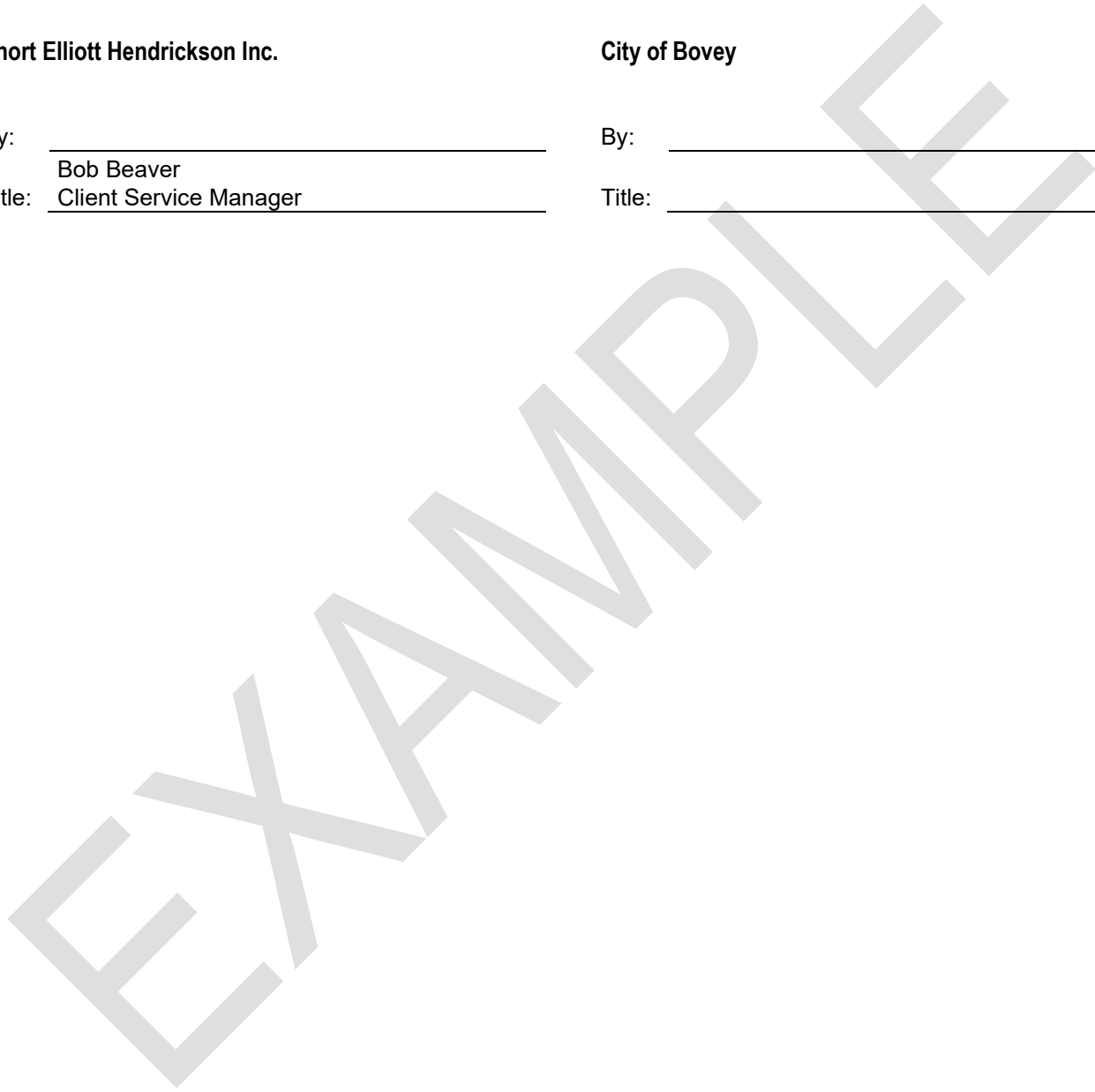


Exhibit B
to Supplemental Letter Agreement
Between City of Bovey (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated TO BE DETERMINED, 2022

A Listing of the Duties, Responsibilities and
Limitations of Authority of the Resident Project Representative

Through more extensive on site observations of the construction work in progress and field checks of materials and equipment by the Resident Project Representative (RPR), Consultant shall endeavor to provide further protection for Client against defects and deficiencies in the work of contractor (Work); but, the furnishing of such services will not make Consultant responsible for or give Consultant control over construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or responsibility for contractor's failure to perform the Work in accordance with the Contract Documents. Contract Documents are the documents that govern or are pertinent to contractor's Work including but not limited to the agreement between Client and contractor, the contractor's bid, the bonds, specs, drawings, field orders, addenda, clarifications, interpretations, approved shop drawings and reports collectively called the Contract Documents. The duties and responsibilities of the RPR are further defined as follows:

A. General

RPR is an agent of Consultant at the site, will act as directed by and under the supervision of Consultant, and will confer with Consultant regarding RPR's actions. RPR's dealings in matters pertaining to the on site work shall in general be with Consultant and contractor keeping the Client advised as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of contractor. RPR shall generally communicate with Client with the knowledge of and under the direction of Consultant.

B. Duties and Responsibilities of RPR

1. Schedules: Review the progress schedule, schedule of shop drawing submittals and schedule of values prepared by Contractor and consult with Consultant concerning acceptability.
2. Conferences and Meetings: Attend meetings with contractor, such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.
3. Liaison:
 - (a) Serve as Consultant's liaison with contractor, working principally through contractor's superintendent and assist in understanding the intent of the Contract Documents; and assist Consultant in serving as Client's liaison with contractor when contractor's operations affect Client's on-site operations.
 - (b) Assist in obtaining from Client additional information, when required for proper execution of the Work.
4. Shop Drawings and Samples*:
 - (a) Record date of receipt of shop drawings and samples.
 - (b) Receive samples furnished at the site by contractor, and notify Consultant of availability of samples.
 - (c) Advise Consultant and contractor of the commencement of any Work requiring a shop drawing or sample if the submittal has not been approved by Consultant.
5. Review of Work, Observations and Tests:
 - (a) Conduct on-site observations of the Work in progress to assist Consultant in determining if the Work is in general proceeding in accordance with the Contract Documents.
 - (b) Report to Consultant whenever RPR believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise Consultant of

Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.

- (c) Determine if tests, equipment and systems start-ups and operating and maintenance training are conducted in the presence of appropriate personnel, and that Contractor maintains adequate records thereof; and observe, record and report to Consultant appropriate details relative to the test procedures and start-ups.
 - (d) Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections and report to Consultant.
6. Interpretation of Contract Documents: Report to Consultant when clarification and interpretations of the Contract Documents are requested by contractor and transmit to contractor clarifications and interpretations as issued by Consultant.
7. Modifications: Consider and evaluate contractor's suggestions for modifications in drawings or specifications and report with RPR's recommendations to Consultant. Transmit to contractor decisions as issued by Consultant.
8. Records:
 - (a) Maintain at the job site orderly files for correspondence, reports of job conferences, shop drawings and samples, reproductions of original Contract Documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the construction contract, Consultant's clarifications and interpretations of the Contract Documents, progress reports, and other related documents.
 - (b) Keep a diary or log book, recording contractor hours on the job site, weather conditions, data relative to questions of change orders, or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to Consultant.
 - (c) Record names, addresses and telephone numbers of all contractors, subcontractors and major suppliers of materials and equipment.
9. Reports:
 - (a) Furnish Consultant periodic reports as required of progress of the Work and of contractor's compliance with the progress schedule and schedule of shop drawing and sample submittals.
 - (b) Consult with Consultant in advance of scheduled major tests, inspections or start of important phases of the Work.
 - (c) Draft proposed change orders and Work, obtaining backup material from contractor and recommend to Consultant change orders, and field orders.
 - (d) Report immediately to Consultant and Client upon the occurrence of any accident.
10. Payment Requests: Review applications for payment with contractor for compliance with the established procedure for their submission and forward with recommendations to Consultant, noting particularly the relationship of the payment requested to the schedule of values, Work completed and materials and equipment delivered at the site but not incorporated in the Work.
11. Certificates, Maintenance and Operation Manuals: During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by contractor are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to Consultant for review and forwarding to Client prior to final payment for the Work.
12. Completion:
 - (a) Before Consultant issues a certificate of substantial completion, submit to contractor a list of observed items requiring completion or correction.
 - (b) Conduct final inspection in the company of Consultant, Client, and contractor and prepare a final list of items to be completed or corrected.
 - (c) Observe that all items on final list have been completed or corrected and make recommendations to Consultant concerning acceptance.

C. Limitations of Authority

Resident Project Representative:

1. Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by Client.
2. Shall not exceed limitations of Consultant's authority as set forth in the Agreement for Professional Services.
3. Shall not undertake any of the responsibilities of contractor, subcontractors or contractor's superintendent.
4. Shall not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
5. Shall not accept shop drawing or sample submittals from anyone other than contractor.
6. Shall not authorize Client to occupy the Project in whole or in part.
7. Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by Consultant.

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EXAMPLE

Exhibit A-1
to Supplemental Letter Agreement
Between City of Bovey (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated TO BE DETERMINED, 2022

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

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EXAMPLE

Exhibit A-2
to Supplemental Letter Agreement
Between City of Bovey (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated TO BE DETERMINED, 2022

Payments to Consultant for Services and Expenses
Using the Lump Sum Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Lump Sum Basis Option

The Client and Consultant select the Lump Sum Basis for Payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. Necessary expenses and equipment are provided as a part of Consultant's services and are included in the initial Lump Sum amount for the agreed upon Scope of Work. Total payments to Consultant for work covered by the Lump Sum Agreement shall not exceed the Lump Sum amount without written authorization from the Client.

The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, profit, expenses and equipment charges. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary by amendment to complete Consultant's services at their normal charge out rates as published by Consultant or as available commercially.

B. Expenses Not Included in the Lump Sum

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in this Agreement.

1. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
2. Other special expenses required in connection with the Project.
3. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses not included in the Lump Sum amount.

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Exhibit A-3
to Supplemental Letter Agreement
Between City of Bovey (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated TO BE DETERMINED, 2022

Payments to Consultant for Services
Using the Lump Sum Plus Expenses Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Lump Sum Plus Expenses Option

The Client and Consultant may select Lump Sum Plus Expenses for payment for services provided by Consultant. During the course of providing its services, Consultant shall be paid monthly based on Consultant's estimate of the percentage of the work completed. The Lump Sum amount includes compensation for Consultant's services and the services of Consultant's Consultants, if any, for the agreed upon Scope of Work. Appropriate amounts have been incorporated in the initial Lump Sum to account for labor, overhead, and profit. The Client agrees to pay for other additional services, equipment, and expenses that may become necessary to complete Consultant's services at their standard rates.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client and shall be paid for as described in the Agreement and this Exhibit.

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the reasonable cost for the use of such specialized equipment on the project.

Consultant invoices will contain detailed information regarding the use of specialized equipment on the project when it is to be reimbursed by the Client. Charges will be based on the standard rates for the equipment published by Consultant.

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Multidisciplined. Single Source.
Trusted solutions for more than 75 years.

2022 Grand Rapids Office City Engineer Hourly Rate Schedule

CIVIL/MUNICIPAL

| | |
|-----------------------------------|----------|
| Senior Professional Engineer | \$150.00 |
| Professional Engineer | \$120.00 |
| Graduate Engineer (EIT) | \$100.00 |
| Senior Professional Land Surveyor | \$150.00 |
| Professional Land Surveyor | \$100.00 |
| Lead Technician | \$100.00 |
| Senior Technician | \$ 90.00 |
| Technician | \$ 75.00 |
| Senior Administrative Assistant | \$ 80.00 |
| Administrative Assistant | \$ 55.00 |
| Senior Survey Crew Chief | \$120.00 |
| Survey Crew Chief | \$ 80.00 |
| Survey Assistant | \$ 45.00 |

Reimbursable expenses

| | |
|---------------------------------|---------------------------|
| Mileage | Current IRS rate/mile |
| Global Positioning System (GPS) | \$30.00/hour |
| Robotic Total Station | \$30.00/hour |
| Survey Vehicle | \$ 4.50/hour |
| ATV | \$100.00/day |
| Full Size Reproductions | \$5.00/sheet |
| Sub consultants | 10% administrative markup |

Rates are in effect from January 1, 2022 to December 31, 2022

SPECIALTY SERVICES

Billing rates provided upon request of specific specialty services. SEH provides a broad range of services such as:

- ✓ Architecture and Landscape Architecture
- ✓ Transportation
- ✓ Water and Wastewater Treatment
- ✓ Water Resources/Environmental
- ✓ Community and Economic Development

2021 REPRESENTATIVES OF THE CITY OF BOVEY

ELECTED OFFICIALS:

CITY COUNCIL MEETS 1ST & 3RD WEDNESDAY OF EACH MONTH AT 6:00 P.M.

| | | Phone | Term expires |
|------------------------|--------------------|--------------|---------------------|
| MAYOR | Robert Stein | 218-259-2738 | 12/31/2022 |
| COUNCIL PERSONS | Adam Hecimovich | 218-341-2127 | 12/31/2022 |
| | Nancilyn Meyer | 218-259-6028 | 12/31/2022 |
| | Vacant | | 12/31/2024 |
| | Deborah Trboyevich | 218-245-1955 | 12/31/2024 |

COMMITTEES:

LIBRARY BOARD MEETS 4TH MONDAY OF EACH MONTH AT 1:00 P.M.

| | (3 year terms) |
|------------------|-----------------------|
| Hazel Foss | 12/31/2023 |
| Janet Stram | 12/31/2023 |
| Kris Erickson | 12/31/2021 |
| Jean Cyronek | 12/31/2021 |
| Dorothy Duquette | 12/31/2022 |

PLANNING & ZONING MEETS 2ND WEDNESDAY OF THE MONTH AT 6:00 P.M.

| | (3 year terms) |
|---------------------|-----------------------|
| Laura Foss | 12/31/2023 |
| Nancilyn Meyer-Nail | 12/31/2023 |
| Jacques Duquette | 12/31/2021 |
| Jeff Nail | 12/31/2021 |
| Mike Foss | 12/31/2022 |

ANNUAL APPOINTMENTS

WAGE & BENEFIT COMMITTEE

Robert Stein & Deborah Trboyevich

PERSONNEL COMMITTEE

Council as a whole

MAYOR PRO TEM

Deborah Trboyevich

STREET INSPECTOR/ZONING OFFICER

Kevin Odden & Robert Stein

CITY ATTORNEY

John Dimich

CITY ENGINEER

Bolton & Menk

CITY DEPOSITORY

1ST National Bank of Coleraine

LEGAL NEWSPAPER

Scenic Range News Forum

CIVIL DEFENSE COORDINATOR

Robert Stein

WEED INSPECTORS

Robert Stein & Kevin Odden

JOINT RECREATION BOARD

Robert Lawson

WESTERN MESABI MINE PLANNING BOARD

Mike Foss & Nancilyn Meyer Nail

JOINT WASTEWATER COMMISSION

Kevin Odden & Deborah Trboyevich & Bob Tok

LAKEVIEW CEMETERY ASSOCIATION

Deborah Trboyevich

JOINT FIRE BOARD

Deborah Trboyevich & Adam Hecimovich

CIRI REPRESENTATIVE

Deborah Trboyevich

December 8, 2021

Special meeting

AGENDA ITEMS: Ditch dredging and EDA grant

PRESENT: Kevin Odden, Deborah Trboyevich, Robert Stein, Adam Hecimovich, Nancilyn Meyer, and Tara DeGuseppi

Mayor Robert Stein called the special meeting to order at 6:00 p.m.

Trboyevich/Hecimovich/all in favor to approve quote for storm water runoff ditch.

EDA grant – Engineered documents will cost approx \$30k. Odden reviewed the different possible options. Option 1 – Hecimovich/Trboyevich/all in favor

Resolution 21-1208-01 – Meyer-Nail/Hecimovich/roll call vote with all in favor.

Meeting adjourned at 6:26 p.m. Trboyevich/Hecimovich/all in favor

Tara DeGuseppi, Clerk

Robert Stein, Mayor

Date approved

BOVEY CITY COUNCIL MEETING
December 15, 2021
6:00 p.m. Council meeting
Virtual via Zoom or In-Person Club Room

CALL TO ORDER: Robert Stein called the meeting to order at 6:00 p.m.

ROLL CALL: Members present were Robert Stein, Deborah Trboyevich, Nancilyn Meyer Nail. Adam Hecimovich was absent.

APPROVE AGENDA: Trboyevich/Meyer Nail/all in favor

GUESTS: None

PUBLIC FORUM: (Limit comments to 3 minutes)

CONSENT AGENDA: 1. Minutes from November 17, 2021 council meeting
2. Disbursements for claims and payroll
Trboyevich/Meyer Nail/all in favor

DEPARTMENT HEADS & COMMITTEES:

1. Police, Chief Sam Hussman
 - a. Coleraine will sell squad for \$1 to Bovey. Equipment will be free from county. Meyer Nail/Trboyevich/all in favor
 - b. Old evidence room has weapons that can be rid of now. Stein requested a list of weapons to be discussed at next meeting.
2. Engineer, Joseph Pelawa
 - a. Municipal boundaries – exhibit was presented. Next step is to prepare resolutions. DeGuisseppi draft resolution and submit to Dimich for review.
 - b. North 3rd Addition street name – Depot Road: Trboyevich/Meyer Nail/all in favor
3. Public Works, Kevin Odden
 - a. November report
 - b. Garbage – tonnage is still high. Garbage is projected to have an \$8-\$10k loss this year. Odden will follow up with residents to ensure they are paying for the proper number of cans.
 - c. 2022 rates – Trboyevich/Meyer Nail/all in favor
 - d. McMullen sewer – Trboyevich motioned to reimburse the McMullens \$290. Meyer Nail/all in favor.
 - e. McKenna McCartney – Trboyevich/Meyer Nail/all in favor. Hire as will call employee.
 - f. EAA grant – would need to decline DEED grant and reapply for year 2023. Taking another look at EAA grant timeline before making any decisions.
 - g. Blandin Foundation grant in the amount of \$150,000 will be awarded. Resolution will be presented at January meeting.
4. Planning & Zoning – no meeting in December

5. Attorney, John Dimich – nothing to report
6. City Council
 - a. Utility report - informational
7. Trout Lake Fire Dept – nothing to report
8. City Clerk, Tara DeGuseppi
 - a. 2022 budget
 - b. Resolution 21-1215-01 – Approving levy – Trbojevich/Meyer Nail/roll call vote with all in favor
 - c. Resolution 21-1215-02 – General Fund Budget – Meyer Nail/Trbojevich/roll call vote with all in favor
 - d. Resolution 21-1215-03 – Enterprise Fund Budgets – Trbojevich/Meyer Nail/all in favor
 - e. Resolution 21-1215-04 – Library Budget – Trbojevich/Meyer Nail/roll call vote with all in favor

UNFINISHED

BUSINESS: Steven Kovacovich discussed travel trailers on a parcel near Bob’s Country Market. He doesn’t like the appearance. Kovacovich asked about the proposed bike shop that was to be built. Stein will pass along to the property owner.

NEW BUSINESS: None

CORRESPONDENCE: Letter from Justin Eichorn - informational

ADJOURNMENT: Trobyevich/Meyer Nail/all in favor. Meeting adjourned at 6:39 p.m.

Tara DeGuseppi, Clerk

Robert Stein, Mayor

Date approved

Date Range : 12/4/2021 To 1/4/2022

| <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> |
|-------------|---------------------------------|--|----------------|--------------|------------------|--|---------------|
| 12/21/2021 | AFSCME COUNCIL 65 | PAYROLL ENDING 12/3/2021 PAY DATE 12/10/2021 | 3015 | \$79.89 | | | |
| | | | | | 100-41940-101- | General Government Buildings and Plant | \$12.76 |
| | | | | | 100-43128-101- | STREETS, SIDEWALKS, CURBS | \$40.30 |
| | | | | | 601-49440-101- | Water Utilities - Administration and General | \$6.87 |
| | | | | | 603-49520-101- | Refuse Utilities - Administration and General | \$13.41 |
| | | | | | 602-49490-101- | Sewer Utilities - Administration and General | \$2.66 |
| | | | | | 100-45010-101- | Culture-Recreation Administration | \$3.89 |
| 12/21/2021 | AFSCME PEOPLE | payroll ending 12/3/21 \$4.20 Contribution - Justin Hoshal | 3016 | \$4.20 | | | |
| | | | | | 100-41940-101- | General Government Buildings and Plant | \$0.13 |
| | | | | | 100-43128-101- | STREETS, SIDEWALKS, CURBS | \$2.65 |
| | | | | | 100-45010-101- | Culture-Recreation Administration | \$0.46 |
| | | | | | 601-49440-101- | Water Utilities - Administration and General | \$0.25 |
| | | | | | 602-49490-101- | Sewer Utilities - Administration and General | \$0.08 |
| | | | | | 603-49520-101- | Refuse Utilities - Administration and General | \$0.63 |
| 01/04/2022 | TARA DEGUISEPPI - PETTY CASH | POSTAGE | 3017 | \$5.10 | | | |
| | | | | | 601-49440-322- | Water Utilities - Administration and General | \$5.10 |
| 01/04/2022 | JOINT WASTEWATER COMMISSION | INVOICE 205 - JAN 2022 | 3018 | \$10,000.00 | | | |
| | | | | | 602-49490-312- | Sewer Utilities - Administration and General | \$10,000.00 |

Date Range : 12/4/2021 To 1/4/2022

| <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> |
|-------------|-----------------------------------|--|----------------|--------------|--|---|---|
| 01/04/2022 | LAW ENFORCEMENT LABOR SERVICES | JAN 2022 MEMBERSHIP DUES - HUSSMAN, SAMUEL & OTOOLE, NICHOLAS | 3019 | \$130.00 | 100-42123-101- | Patrol | \$130.00 |
| 01/04/2022 | JOHN P DIMICH | INVOICE 3347 | 3020 | \$587.50 | 100-42123-304- 100-41610-304- | Patrol City/Town Attorney | \$400.00 \$187.50 |
| 01/04/2022 | HILLYARD/HUTCHINSON | INVOICE 604575324 , 604586333 | 3021 | \$435.97 | 100-41940-215- | General Government Buildings and Plant | \$435.97 |
| 01/04/2022 | BTC INC | INVOICE 27395 | 3022 | \$1,275.00 | 100-43128-212- 603-49520-212- | STREETS, SIDEWALKS, CURBS Refuse Utilities - Administration and General | \$765.00 \$510.00 |
| 01/04/2022 | OMNI SITE | INVOICE 81934 - ANNUAL PLAN | 3023 | \$309.00 | 601-49440-433- | Water Utilities - Administration and General | \$309.00 |
| 01/04/2022 | DEREK VEKICH | JAN 2022 - RENT | 3024 | \$100.00 | 100-43128-412- | STREETS, SIDEWALKS, CURBS | \$100.00 |
| 01/04/2022 | BOVEY BAIT, INC | INVOICE 1649 | 3025 | \$542.96 | 100-42123-212- 100-43128-212- | Patrol STREETS, SIDEWALKS, CURBS | \$369.77 \$173.19 |
| 01/04/2022 | CASPER CONSTRUCTION INC | INVOICE 24226 - DITCH DREDGING | 3026 | \$6,650.00 | 100-43128-403- | STREETS, SIDEWALKS, CURBS | \$6,650.00 |
| 01/04/2022 | NORTHLAND TRUST SERVICES INC | 2016A PRINCIPAL & INTEREST | 3027 | \$112,335.00 | 307-47210-611- 307-47110-601- 307-47501-620- | Interest - Bonds Bond Principal Fiscal Agent's Fees | \$11,840.00 \$100,000.00 \$495.00 |

Date Range : 12/4/2021 To 1/4/2022

| <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> |
|----------------------------------|-------------------------------|---------------------------------------|----------------|---------------------|------------------|---|---------------------|
| 01/04/2022 | PINE ISLAND BANK | 2014A GO WATER REV BOND | 3028 | \$15,187.50 | | | |
| | | | | | 306-47110-601- | Bond Principal | \$15,000.00 |
| | | | | | 306-47210-611- | Interest - Bonds | \$187.50 |
| 01/04/2022 | BAKER & TAYLOR | INVOICE 2036333305 - BOOKS | 3029 | \$16.36 | | | |
| | | | | | 211-45502-590- | Circulation | \$16.36 |
| 01/04/2022 | MINNESOTA POWER | 2021 DEC | 3030 | \$1,953.60 | | | |
| | | | | | 100-43160-381- | Street Lighting | \$1,687.99 |
| | | | | | 100-41940-381- | General Government Buildings and Plant | \$232.61 |
| | | | | | 602-49490-381- | Sewer Utilities - Administration and General | \$33.00 |
| 01/04/2022 | SCI BROADBAND | JAN 2022 | 3031 | \$45.98 | | | |
| | | | | | 100-41940-321- | General Government Buildings and Plant | \$22.99 |
| | | | | | 211-45501-321- | Library Administration | \$22.99 |
| 01/04/2022 | TOTAL CONTROL SYSTEMS, INC | INVOICE 10041 | 3032 | \$135.00 | | | |
| | | | | | 601-49440-433- | Water Utilities - Administration and General | \$135.00 |
| 01/04/2022 | KEVIN ODDEN | CELL PHONE 11/22/2021 - 12/21/2021 | 3033 | \$50.00 | | | |
| | | | | | 100-43128-321- | STREETS, SIDEWALKS, CURBS | \$50.00 |
| Total For Selected Claims | | | | \$149,843.06 | | | \$149,843.06 |

Date Range : 12/4/2021 To 1/4/2022

| <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> |
|-------------|------------------------|--------------------|--------------------------------|--------------|------------------|---------------------|---------------|
| | 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: 12/16/2021 To 01/04/2022

| <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> |
|-------------|---------------------------|------------------------|-------------------------------|-------------|---|----------------|------------------|
| 12/21/2021 | FURTHER | 211207HRA | INVOICE 15928469 - ADMIN FEES | N | EMPLOYEE/RETIREE BENEFITS | 100-41950-131- | \$ 25.80 |
| | | Total For Check | 211207HRA | | | | \$ 25.80 |
| 12/21/2021 | MSRS - HCSP | 211210HCSP | PAY DATE 12/10/2021 | N | Patrol | 100-42123-101- | \$ 50.99 |
| | | Total For Check | 211210HCSP | | | | \$ 50.99 |
| 12/21/2021 | MN DEPT OF HUMAN SERVICES | 211210MNCH | PAY DATE 12/10/2021 | N | General Government Buildings and Plant | 100-41940-101- | \$ 3.63 |
| | | 211210MNCH | | | STREETS, SIDEWALKS, CURBS | 100-43128-101- | \$ 76.17 |
| | | 211210MNCH | | | Culture-Recreation Administration | 100-45010-101- | \$ 13.30 |
| | | 211210MNCH | | | Water Utilities - Administration and General | 601-49440-101- | \$ 7.25 |
| | | 211210MNCH | | | Sewer Utilities - Administration and General | 602-49490-101- | \$ 2.42 |
| | | 211210MNCH | | | Refuse Utilities - Administration and General | 603-49520-101- | \$ 18.13 |
| | | Total For Check | 211210MNCH | | | | \$ 120.90 |
| 12/21/2021 | MN REVENUE | 211210MNREV | pay date 12/10/2021 | N | Clerk | 100-41425-103- | \$ 74.92 |
| | | 211210MNREV | | | General Government Buildings and Plant | 100-41940-101- | \$ 4.78 |
| | | 211210MNREV | | | Patrol | 100-42123-101- | \$ 242.42 |
| | | 211210MNREV | | | STREETS, SIDEWALKS, CURBS | 100-43128-101- | \$ 13.20 |
| | | 211210MNREV | | | Culture-Recreation Administration | 100-45010-101- | \$ 1.84 |
| | | 211210MNREV | | | Library Administration | 211-45501-103- | \$ 38.59 |
| | | 211210MNREV | | | Water Utilities - Administration and General | 601-49440-101- | \$ 2.48 |
| | | 211210MNREV | | | Sewer Utilities - Administration and General | 602-49490-101- | \$ 0.49 |
| | | 211210MNREV | | | Refuse Utilities - Administration and General | 603-49520-101- | \$ 5.93 |
| | | Total For Check | 211210MNREV | | | | \$ 384.65 |
| 12/21/2021 | MSRS | 211210MSRS | PAY DATE 12/10/21 | N | Clerk | 100-41425-103- | \$ 33.00 |
| | | 211210MSRS | | | | 100-41425-125- | \$ 33.00 |
| | | 211210MSRS | | | General Government Buildings and Plant | 100-41940-101- | \$ 281.50 |
| | | 211210MSRS | | | | 100-41940-125- | \$ 17.90 |

Fund Name: All Funds

Date Range: 12/16/2021 To 01/04/2022

| <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> |
|-------------|---------------|------------------------|---------------------|-------------|---|----------------|--------------------|
| | | 211210MSRS | | | Patrol | 100-42123-101- | \$ 270.00 |
| | | 211210MSRS | | | STREETS, SIDEWALKS, CURBS | 100-43128-101- | \$ 1,006.39 |
| | | 211210MSRS | | | | 100-43128-125- | \$ 88.60 |
| | | 211210MSRS | | | Culture-Recreation Administration | 100-45010-101- | \$ 25.99 |
| | | 211210MSRS | | | | 100-45010-125- | \$ 6.70 |
| | | 211210MSRS | | | Library Administration | 211-45501-103- | \$ 17.00 |
| | | 211210MSRS | | | | 211-45501-125- | \$ 17.00 |
| | | 211210MSRS | | | Water Utilities - Administration and General | 601-49440-101- | \$ 154.95 |
| | | 211210MSRS | | | | 601-49440-125- | \$ 11.90 |
| | | 211210MSRS | | | Sewer Utilities - Administration and General | 602-49490-101- | \$ 113.68 |
| | | 211210MSRS | | | | 602-49490-125- | \$ 7.60 |
| | | 211210MSRS | | | Refuse Utilities - Administration and General | 603-49520-101- | \$ 174.82 |
| | | 211210MSRS | | | | 603-49520-125- | \$ 17.31 |
| | | Total For Check | 211210MSRS | | | | \$ 2,277.34 |
| 12/21/2021 | PERA | 211210PERA | PAY DATE 12/10/2021 | N | Clerk | 100-41425-103- | \$ 74.73 |
| | | 211210PERA | | | | 100-41425-121- | \$ 86.23 |
| | | 211210PERA | | | General Government Buildings and Plant | 100-41940-101- | \$ 62.85 |
| | | 211210PERA | | | | 100-41940-121- | \$ 72.52 |
| | | 211210PERA | | | Patrol | 100-42123-101- | \$ 716.84 |
| | | 211210PERA | | | | 100-42123-121- | \$ 1,075.26 |
| | | 211210PERA | | | STREETS, SIDEWALKS, CURBS | 100-43128-101- | \$ 147.57 |
| | | 211210PERA | | | | 100-43128-121- | \$ 170.28 |
| | | 211210PERA | | | Culture-Recreation Administration | 100-45010-101- | \$ 8.83 |
| | | 211210PERA | | | | 100-45010-121- | \$ 10.19 |
| | | 211210PERA | | | Library Administration | 211-45501-103- | \$ 64.98 |
| | | 211210PERA | | | | 211-45501-121- | \$ 74.97 |
| | | 211210PERA | | | Water Utilities - Administration and General | 601-49440-101- | \$ 29.62 |
| | | 211210PERA | | | | 601-49440-121- | \$ 34.18 |
| | | 211210PERA | | | Sewer Utilities - Administration and General | 602-49490-101- | \$ 12.28 |
| | | 211210PERA | | | | 602-49490-121- | \$ 14.17 |
| | | 211210PERA | | | Refuse Utilities - Administration and General | 603-49520-101- | \$ 53.54 |
| | | 211210PERA | | | | 603-49520-121- | \$ 61.75 |
| | | Total For Check | 211210PERA | | | | \$ 2,770.79 |

Fund Name: All Funds

Date Range: 12/16/2021 To 01/04/2022

| <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> |
|-------------|----------------------------------|------------------------|------------------------|-------------|---|----------------|--------------------|
| 12/21/2021 | FURTHER | 211221HRA | INVOICE 40063851 | N | EMPLOYEE/RETIREE BENEFITS | 100-41950-136- | \$ 3.70 |
| | | Total For Check | 211221HRA | | | | \$ 3.70 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67413 | 12/4/2021 - 12/17/2021 | N | Clerk | 100-41425-103- | \$ 559.69 |
| | | 67413 | | | Library Administration | 211-45501-103- | \$ 288.32 |
| | | Total For Check | 67413 | | | | \$ 848.01 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67414 | 12/4/2021 - 12/17/2021 | N | Library Administration | 211-45501-103- | \$ 306.00 |
| | | Total For Check | 67414 | | | | \$ 306.00 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67415 | 12/4/2021 - 12/17/2021 | N | Council/Town Board | 100-41110-103- | \$ 233.87 |
| | | Total For Check | 67415 | | | | \$ 233.87 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67416 | 12/4/2021 - 12/17/2021 | N | General Government Buildings and Plant | 100-41940-101- | \$ 25.80 |
| | | 67416 | | | STREETS, SIDEWALKS, CURBS | 100-43128-101- | \$ 649.55 |
| | | 67416 | | | Culture-Recreation Administration | 100-45010-101- | \$ 10.13 |
| | | 67416 | | | Water Utilities - Administration and General | 601-49440-101- | \$ 51.60 |
| | | 67416 | | | Sewer Utilities - Administration and General | 602-49490-101- | \$ 1.84 |
| | | 67416 | | | Refuse Utilities - Administration and General | 603-49520-101- | \$ 182.43 |
| | | Total For Check | 67416 | | | | \$ 921.35 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67417 | 12/4/2021 - 12/17/2021 | N | STREETS, SIDEWALKS, CURBS | 100-43128-103- | \$ 391.18 |
| | | 67417 | | | Refuse Utilities - Administration and General | 603-49520-103- | \$ 107.78 |
| | | Total For Check | 67417 | | | | \$ 498.96 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67418 | 12/4/2021 - 12/17/2021 | N | Patrol | 100-42123-101- | \$ 2,257.65 |
| | | Total For Check | 67418 | | | | \$ 2,257.65 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67419 | 12/4/2021 - 12/17/2021 | N | General Government Buildings and Plant | 100-41940-101- | \$ 174.12 |
| | | 67419 | | | Patrol | 100-42123-101- | \$ 0.02 |
| | | 67419 | | | STREETS, SIDEWALKS, CURBS | 100-43128-101- | \$ 1,052.44 |
| | | 67419 | | | Culture-Recreation Administration | 100-45010-101- | \$ 23.11 |
| | | 67419 | | | Water Utilities - Administration and General | 601-49440-101- | \$ 55.47 |
| | | 67419 | | | Sewer Utilities - Administration and General | 602-49490-101- | \$ 7.70 |

Fund Name: All Funds

Date Range: 12/16/2021 To 01/04/2022

| <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> |
|-------------|----------------------------------|------------------------|-----------------------------------|-------------|---|----------------|--------------------|
| | | 67419 | | | Refuse Utilities - Administration and General | 603-49520-101- | \$ 228.05 |
| | | Total For Check | 67419 | | | | \$ 1,540.91 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67420 | 12/4/2021 - 12/17/2021 | N | Council/Town Board | 100-41110-103- | \$ 233.87 |
| | | Total For Check | 67420 | | | | \$ 233.87 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67422 | 12/4/2021 - 12/17/2021 | N | Patrol | 100-42123-101- | \$ 1,413.15 |
| | | Total For Check | 67422 | | | | \$ 1,413.15 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67423 | 12/4/2021 - 12/17/2021 | N | Mayor | 100-41310-103- | \$ 122.80 |
| | | Total For Check | 67423 | | | | \$ 122.80 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67425 | 12/4/2021 - 12/17/2021 | N | General Government Buildings and Plant | 100-41940-103- | \$ 10.10 |
| | | 67425 | | | STREETS, SIDEWALKS, CURBS | 100-43128-103- | \$ 81.35 |
| | | 67425 | | | Refuse Utilities - Administration and General | 603-49520-103- | \$ 50.77 |
| | | Total For Check | 67425 | | | | \$ 142.22 |
| 12/24/2021 | Payroll Period Ending 12/17/2021 | 67426 | 12/4/2021 - 12/17/2021 | N | STREETS, SIDEWALKS, CURBS | 100-43128-103- | \$ 90.14 |
| | | Total For Check | 67426 | | | | \$ 90.14 |
| 12/28/2021 | FURTHER | 211228HRA | INVOICE 40070092 | N | EMPLOYEE/RETIREE BENEFITS | 100-41950-136- | \$ 4.00 |
| | | Total For Check | 211228HRA | | | | \$ 4.00 |
| 12/29/2021 | Internal Revenue Service | 211224IRS | Federal taxes pay date 12/24/2021 | N | Council/Town Board | 100-41110-103- | \$ 132.26 |
| | | 211224IRS | | | | 100-41110-122- | \$ 15.50 |
| | | 211224IRS | | | | 100-41110-135- | \$ 10.89 |
| | | 211224IRS | | | Mayor | 100-41310-103- | \$ 100.08 |
| | | 211224IRS | | | | 100-41310-122- | \$ 18.60 |
| | | 211224IRS | | | | 100-41310-135- | \$ 4.35 |
| | | 211224IRS | | | Clerk | 100-41425-103- | \$ 226.33 |
| | | 211224IRS | | | | 100-41425-122- | \$ 60.06 |
| | | 211224IRS | | | | 100-41425-135- | \$ 14.04 |
| | | 211224IRS | | | General Government Buildings and Plant | 100-41940-101- | \$ 49.79 |
| | | 211224IRS | | | | 100-41940-103- | \$ 0.84 |
| | | 211224IRS | | | | 100-41940-122- | \$ 0.68 |
| | | 211224IRS | | | | 100-41940-122- | \$ 29.99 |
| | | 211224IRS | | | | 100-41940-135- | \$ 7.02 |
| | | 211224IRS | | | | 100-41940-135- | \$ 0.16 |

Fund Name: All Funds

Date Range: 12/16/2021 To 01/04/2022

| <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> |
|-------------|-------------------------------|------------------------|---------------------------------|-------------|---|----------------|--------------------|
| | | 211224IRS | | | Patrol | 100-42123-101- | \$ 225.97 |
| | | 211224IRS | | | | 100-42123-135- | \$ 69.93 |
| | | 211224IRS | | | STREETS, SIDEWALKS, CURBS | 100-43128-101- | \$ 463.73 |
| | | 211224IRS | | | | 100-43128-103- | \$ 54.79 |
| | | 211224IRS | | | | 100-43128-122- | \$ 38.95 |
| | | 211224IRS | | | | 100-43128-122- | \$ 245.66 |
| | | 211224IRS | | | | 100-43128-135- | \$ 57.46 |
| | | 211224IRS | | | | 100-43128-135- | \$ 8.96 |
| | | 211224IRS | | | Culture-Recreation Administration | 100-45010-101- | \$ 5.59 |
| | | 211224IRS | | | | 100-45010-122- | \$ 2.85 |
| | | 211224IRS | | | | 100-45010-135- | \$ 0.67 |
| | | 211224IRS | | | Library Administration | 211-45501-103- | \$ 143.87 |
| | | 211224IRS | | | | 211-45501-122- | \$ 53.04 |
| | | 211224IRS | | | | 211-45501-135- | \$ 12.41 |
| | | 211224IRS | | | Water Utilities - Administration and General | 601-49440-101- | \$ 36.08 |
| | | 211224IRS | | | | 601-49440-122- | \$ 18.88 |
| | | 211224IRS | | | | 601-49440-135- | \$ 4.42 |
| | | 211224IRS | | | Sewer Utilities - Administration and General | 602-49490-101- | \$ 18.65 |
| | | 211224IRS | | | | 602-49490-122- | \$ 11.46 |
| | | 211224IRS | | | | 602-49490-135- | \$ 2.69 |
| | | 211224IRS | | | Refuse Utilities - Administration and General | 603-49520-101- | \$ 83.37 |
| | | 211224IRS | | | | 603-49520-103- | \$ 15.23 |
| | | 211224IRS | | | | 603-49520-122- | \$ 10.84 |
| | | 211224IRS | | | | 603-49520-122- | \$ 39.54 |
| | | 211224IRS | | | | 603-49520-135- | \$ 9.25 |
| | | 211224IRS | | | | 603-49520-135- | \$ 2.54 |
| | | Total For Check | 211224IRS | | | | \$ 2,307.42 |
| 01/04/2022 | NORTHEAST SERVICE COOPERATIVE | 22 JAN DENTAL | JAN 2022 PREMIUMS - INVOICE 763 | N | Clerk | 100-41425-132- | \$ 42.00 |
| | | 22 JAN DENTAL | | | General Government Buildings and Plant | 100-41940-132- | \$ 32.06 |
| | | 22 JAN DENTAL | | | EMPLOYEE/RETIREE BENEFITS | 100-41950-132- | \$ 220.00 |
| | | 22 JAN DENTAL | | | Patrol | 100-42123-132- | \$ 152.00 |
| | | 22 JAN DENTAL | | | STREETS, SIDEWALKS, CURBS | 100-43128-132- | \$ 155.16 |
| | | 22 JAN DENTAL | | | Culture-Recreation Administration | 100-45010-132- | \$ 17.82 |
| | | 22 JAN DENTAL | | | Water Utilities - Administration and General | 601-49440-132- | \$ 24.52 |

Fund Name: All Funds

Date Range: 12/16/2021 To 01/04/2022

| <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> |
|----------------------------------|---------------|------------------------|----------------------|-------------|---|----------------|---------------------|
| | | 22 JAN DENTAL | | | Sewer Utilities - Administration and General | 602-49490-132- | \$ 8.54 |
| | | 22 JAN DENTAL | | | Refuse Utilities - Administration and General | 603-49520-132- | \$ 23.90 |
| | | Total For Check | 22 JAN DENTAL | | | | \$ 676.00 |
| 01/04/2022 | FURTHER | 220104HRA | INVOICE 40073114 | N | EMPLOYEE/RETIREE BENEFITS | 100-41950-136- | \$ 254.06 |
| | | Total For Check | 220104HRA | | | | \$ 254.06 |
| Total For Selected Checks | | | | | | | \$ 17,484.58 |