



Hermantown City Council Meeting - Monday, March 3, 2025

Hermantown's upcoming City Council meeting will include both remote access and in-person access to Council Chambers. The remote access will be available through the platform, "Zoom," which allows the public to view and participate in the meeting via phone or computer. Interested parties can also choose to attend the City Council meetings in person at City Hall.

Remote access to the 6:30 p.m. City Council Meeting via Zoom:

<https://us02web.zoom.us/j/84078859840?pwd=gdzulpoWGasJaJw0UETb1i79ad3D9k.1>

and/or by calling the number (312) 626-6799 and utilizing the meeting ID number of 840 7885 9840 and the passcode of Hermantown.

Public comment may also be submitted in advance of the meeting. Comments, questions, or concerns can be e-mailed to Community Engagement Director, Joe Wicklund, at jwicklund@hermantownmn.com up to 3:30 p.m. the day of the meeting with the e-mail title "City Council Meeting." It is important to note that all comments regarding this meeting are public data.

A few important tips regarding the Zoom platform:

- If your computer does not support audio, you can still watch the meeting on your computer and call in on your phone to hear the meeting
- Everyone has varying levels of comfort regarding remote technology, so grace and understanding are appreciated

The 4:30 p.m. Pre-Agenda Meeting will be available in-person only at City Hall. Public comment is not a factor in the pre-agenda meeting, but the meeting is open and members of the public are invited and welcome to attend to this meeting.



AGENDA

Pre-Agenda Meeting Monday, March 3, 2025 at 4:30 p.m.

Council Chambers, City Hall - Hermantown Governmental Services Building

Pre-agenda: The Pre-agenda meeting is a work session between the City Council and City staff to review the upcoming City Council meeting and future meetings. The agenda is the same document as the upcoming City Council meeting, but does not follow the same format as the City Council meeting. It is a time for the City Council and City staff to have discussions about the agenda items, and asking and answering questions. Traditionally it is not a time for public comment on the agenda items, as the public can listen to the conversation and ask questions or provide input at the upcoming City Council meeting.

City Council Meeting Monday, March 3, 2025 at 6:30 p.m.

Council Chambers, City Hall - Hermantown Governmental Services Building

Invitation to participate:

The Hermantown City Council welcomes your thoughts, input and opinions to this meeting. The agenda for this meeting contains a brief description of each item to be considered, and the City Council encourages your participation. If you wish to speak on an item contained in the agenda, you will be allowed to address the Council when a motion is on the floor. If you wish to speak on a matter that does not appear on the agenda, you may do so during the public comment period regularly scheduled and set for the beginning of the meeting.

When addressing the City Council, please state your name and address for the record. Please address the City Council as a whole through the Mayor. Comments to individual Council Members or staff are not permitted. Speakers will be limited to three (3) minutes.

Order of discussion

1. Reading of the resolution title by Mayor
2. Motion/Second
3. Staff Explanation
4. Initial Discussion by City Council
5. Mayor invites public to speak to the motion (3-minute rule)
6. Follow up staff explanation and/or discussion by City Council
7. Call of the vote

**CITY OF HERMANTOWN
AGENDA**

**Pre-Agenda Meeting Monday, March 3, 2025 at 4:30 p.m.
Council Chambers, City Hall - Hermantown Governmental Services Building**

**City Council Meeting Monday, March 3, 2025 at 6:30 p.m.
Council Chambers, City Hall - Hermantown Governmental Services Building**

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **ANNOUNCEMENTS**

Council Members may make announcements as needed.

5. **PUBLIC HEARING**

Only when necessary. The rule adopted three minutes per person if necessary. Any action required after the public hearing will be taken immediately following the closing of the public hearing.

6. **COMMUNICATIONS**

A. Correspondence 25-23 through 25-34 placed on file

[6](#)

7. **PRESENTATIONS**

8. **PUBLIC DISCUSSION**

This is the time for individuals to address the Council about any item not on the agenda. The time limit is three minutes per person.

9. **MOTIONS**

10. **CONSENT AGENDA**

All items on the Consent Agenda are items which are considered routine by the City Council and will be approved by one motion via voice vote. There will be no discussion of these items unless a Council Member or citizen requests, in which event the item will be removed from the Consent Agenda and considered at the end of the Consent Agenda.

A. **Minutes** - Approval or correction of February 18, 2025 City Council
Continuation Minutes

[7](#)

B. **Accounts Payable** - Approve general city warrants from February 16, 2025
through February 28, 2025 in the amount of \$2,051,313.85

[19](#)

11. **ORDINANCES**

A. **2025-09 An Ordinance Amending And Restating Chapter 15, Floodplain**

[26](#)

Management Regulations, Of The Hermantown Zoning Code

(second reading)
(motion, roll call)

12. **RESOLUTIONS**

Roll call will be taken only on items required by law and items requiring 4/5's votes, all others can be done by voice vote.

- A. **2025-42 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending And Restating Chapter 15, Floodplain Management Regulations** [52](#)

(motion, roll call)

- B. **2025-43 Resolution Approving Tentative Agreement And Authorizing And Directing Mayor And City Clerk To Execute And Deliver Agreements With Operating Engineers Local 49 For The Period Of January 1, 2025 Through December 31, 2027** [55](#)

(motion, roll call)

- C. **2025-44 Resolution Approving Change Order Numbers 16, 17, & 18 (KA Change Order #5) For The NorthStar Ford Arena In The Amount Of \$103,441.29** [62](#)

(motion, roll call)

- D. **2025-45 Resolution Approving Pay Request Number 9 For The NorthStar Ford Arena To Kraus-Anderson Construction Company In The Amount Of \$831,259.33** [99](#)

(motion, roll call)

- E. **2025-46 Resolution Approving Preliminary Planned Unit Development For Soumis Construction Development** [108](#)

(motion, roll call)

- F. **2025-47 Resolution Requesting A Free Conveyance Of A Tax-Forfeit Parcel For City Trail System** [137](#)

(motion, roll call)

- G. **2025-48 Resolution Authorizing Application For A Local Housing Trust Funds Grant From Minnesota Housing Finance Agency In An Amount Of Up To \$150,000** [150](#)

(motion, roll call)

13. **CLOSED SESSION**

- A. Motion to close the meeting of the Hermantown City Council pursuant to Minnesota Statutes § Section 13D.05 Subd. 3(b)(3) to develop or consider offers or counteroffers for the purchase of real property. Following this closed session, the Hermantown City Council will re-convene in an open session.

(motion, roll call)

14. **RECESS**

2025 CORRESPONDENCE

<u>DATE</u>	<u>LOG #</u>	<u>FROM</u>	<u>TO</u>	<u>REGARDING</u>	<u>FILED</u>
2/19/2025	25-23	Lauralin Kania, MN Pollution Control Agency	Alissa McClure, City Clerk	Petroleum Tank Release Site File Closure - Adolph Store, 3710 Midway Rd.	2/13/2025
2/19/2025	25-24	Lauralin Kania, MN Pollution Control Agency	Alissa McClure, City Clerk	Petroleum Tank Release Site File Closure - Berntsen Property, 5340 Maple Grove Rd.	2/19/2025
2/20/2025	25-25	Eric Johnson, Comm. Dev, Dir.	Planning & Zoning Commission	Planned Unit Development (PUD) Soumis Construction, 492x W Arrowhead Rd.	2/19/2025
2/20/2025	25-26	Eric Johnson, Comm. Dev, Dir.	Planning & Zoning Commission	Amendment to the City Ordinance Regarding Chapter 15 - Floodplain Management Regulations	2/19/2025
2/20/2025	25-27	Wayne Boucher, Mayor	Rep. Pete Stauber	Letter of Support for Federal Prison Camp	2/19/2025
2/20/2025	25-28	Wayne Boucher, Mayor	Senator Amy Klobucher	Letter of Support for Federal Prison Camp	2/19/2025
2/20/2025	25-29	Wayne Boucher, Mayor	Senator Tina Smith	Letter of Support for Federal Prison Camp	2/19/2025
2/25/2025	25-30	Natalie Owen, National Insurance Service	John Mulder, City Administrator	MN Paid Leave Program	2/24/2025
2/25/2025	25-31	Brad Gustafson, St. Louis County Economic & Community Development Dept.	City of Hermantown	CDBG and HOME Programs Requalification	2/24/2025
2/25/2025	25-32	Hermantown Fire Department	Mayor & City Council	2024 Year End Report	2/18/2025
2/25/2025	25-33	Hermantown Police Department	Mayor & City Council	2024 Annual Report	2/18/2025
2/26/2025	25-34	Eric Johnson, Comm. Dev. Dir.	Adam & Ashley Welch, 4376 Midway Rd.	Zoning Violation	2/25/2025

CITY OF HERMANTOWN

City Council Meeting

Tuesday, February 18, 2025

6:30 PM Central

MEETING CONDUCTED IN PERSON & VIA ZOOM

Mayor Wayne Boucher: Present

Councilor John Geissler: Present

Councilor Andy Hjelle: Present

Councilor Brian LeBlanc: Present

Councilor Joseph Peterson: Absent

CITY STAFF: John Mulder, City Administrator; Alissa McClure, City Clerk; Eric Johnson; Community Development Director; Joe Wicklund, Assistant City Administrator; Brandon Holmes, Building Official; Trish Crego, Utility & Infrastructure Director

VISITORS: 4

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ANNOUNCEMENTS**
5. **PUBLIC HEARING**

Shannon Proulx of 4905 Wild Rose Trail appeared before the Council to ask them to consider amending zoning regulations to allow ADUs (Accessory Dwelling Units).

6. **COMMUNICATIONS**

A. Correspondence 25-18 through 25-22 placed on file

7. **PRESENTATIONS**

A. **Police & Fire - A Year In Review**

Jim Crace, Director of Public Safety
(Pre-Agenda Only)

B. Planning & Zoning - Annual Review

Eric Johnson, Community Development Director
(Pre-Agenda Only)

C. City Council Priority Discussion

John Mulder, City Administrator
(Pre-Agenda Only)

8. PUBLIC DISCUSSION

9. MOTIONS

10. CONSENT AGENDA

A. **Minutes** - Approval or correction of February 3, 2025 City Council Continuation Minutes

B. **Accounts Payable** - Approve general city warrants from February 01, 2025 through February 15, 2025 in the amount of \$432,729.30

Motion to the approve the Consent Agenda. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

11. ORDINANCES

A. 2025-04 An Ordinance Amending Chapter 2, Definitions

(second reading)

(motion, roll call)

Motion to approve 2025-04 An Ordinance Amending Chapter 2, Definitions. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea
Councilor John Geissler: Yea
Councilor Joseph Peterson: Absent
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

B. 2025-05 An Ordinance Amending Chapter 5, Land Use Regulations

(second reading)
(motion, roll call)

Motion to approve 2025-05 An Ordinance Amending Chapter 5, Land Use Regulations. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor John Geissler: Yea
Councilor Joseph Peterson: Absent
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

C. 2025-06 An Ordinance Amending Chapter 11, Planned Unit Development

(second reading)
(motion, roll call)

Motion to approve 2025-06 An Ordinance Amending Chapter 11, Planned Unit Development. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor John Geissler: Yea
Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

D. **2025-07 An Ordinance Of The City Of Hermantown, Minnesota, Amending The Zoning Code, Adding Chapter 23, Environmental Review**

(second reading)

(motion, roll call)

Motion to approve 2025-07 An Ordinance Of The City Of Hermantown, Minnesota, Amending The Zoning Code, Adding Chapter 23, Environmental Review. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

E. **2025-08 An Ordinance Amending Hermantown Code Of Ordinances Section 270 - Fee Schedule**

(second reading)

(motion, roll call)

Motion to approve 2025-08 An Ordinance Amending Hermantown Code Of Ordinances Section 270 - Fee Schedule. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

F. **2025-09 An Ordinance Amending And Restating Chapter 15, Floodplain Management Regulations, Of The Hermantown Zoning Code**

(first reading)

12. **RESOLUTIONS**

A. **2025-28 Resolution Awarding Contract For A Purchase of Two Police Vehicles In The Amount Of \$105,476.56 Plus Applicable Taxes And Fees**

(motion, roll call)

Motion to approve 2025-28 Resolution Awarding Contract For A Purchase of Two Police Vehicles In The Amount Of \$105,476.56 Plus Applicable Taxes And Fees. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor John Geissler: Yea
Councilor Joseph Peterson: Absent
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

B. **2025-29 Resolution Authorizing And Directing The Mayor And City Clerk To Execute And Deliver A Joint Powers Agreement Between The Bureau Of Criminal Apprehension (BCA) And City Of Hermantown**

(motion, roll call)

Motion to approve 2025-29 Resolution Authorizing And Directing The Mayor And City Clerk To Execute And Deliver A Joint Powers Agreement Between The Bureau Of Criminal Apprehension (BCA) And City Of Hermantown. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

C. **2025-30 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 2, Definitions**

(motion, roll call)

Motion to approve 2025-30 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 2, Definitions. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

D. **2025-31 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 5, Land Use Regulations**

(motion, roll call)

Motion to approve 2025-31 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 5, Land Use Regulations. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

E. **2025-32 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 11, Planned Unit Developments**

(motion, roll call)

Motion to approve 2025-32 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 11, Planned Unit Developments. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

F. **2025-33 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement for Fireworks from Flashing Thunder Fireworks**

(motion, roll call)

Motion to approve 2025-33 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement for Fireworks from Flashing Thunder Fireworks. This motion, made by Councilor Andy Hjelle and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

G. **2025-34 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement For Bat And Helmet Racks, And Equipment Bag Hooks For Dugouts From BaseballRacks.Com**

(motion, roll call)

Motion to approve 2025-34 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement For Bat And Helmet Racks, And Equipment Bag Hooks For Dugouts From BaseballRacks.Com. This motion, made by Councilor John Geissler and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

H. **2025-35 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement For Signage In Fichtner Park**

(motion, roll call)

Motion to approve 2025-35 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement For Signage In Fichtner Park. This motion, made by Councilor Andy Hjelle and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

I. **2025-36 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Joan M. Rowe And Johnnie L. Rowe For The Hermantown Trail Project**

(motion, roll call)

Motion to approve 2025-36 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Joan M. Rowe And Johnnie L. Rowe For The Hermantown Trail Project. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor John Geissler: Yea
Councilor Joseph Peterson: Absent
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

J. **2025-37 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Robert A. Carlson For The Hermantown Trail Project**

(motion, roll call)

Motion to approve 2025-37 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Robert A. Carlson For The Hermantown Trail Project. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor John Geissler: Yea
Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

K. **2025-38 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Christine L. Fairbanks And Steven D. Fairbanks For The Hermantown Trail Project**

(motion, roll call)

Motion to approve 2025-38 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Christine L. Fairbanks And Steven D. Fairbanks For The Hermantown Trail Project. This motion, made by Councilor John Geissler and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

L. **2025-39 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Harland G. Neumann For The Hermantown Trail Project**

(motion, roll call)

Motion to approve 2025-39 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Harland G. Neumann For The Hermantown Trail Project. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

M. 2025-40 Resolution Approving A Scope Of Work And Ordering Advertisement For Bids For The Roof And Roof Insulation On The City Of Hermantown Public Works Facility

(motion, roll call)

Motion to approve 2025-40 Resolution Approving A Scope Of Work And Ordering Advertisement For Bids For The Roof And Roof Insulation On The City Of Hermantown Public Works Facility. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

N. 2025-41 Resolution Authorizing And Directing The Building Official To Advertise Requests For Proposals To Provide Professional Design Services For The City Hall HVAC Repairs And Upgrades

(motion, roll call)

Motion to approve 2025-41 Resolution Authorizing And Directing The Building Official To Advertise Requests For Proposals To Provide Professional Design Services For The City Hall HVAC Repairs And Upgrades. This motion, made by Councilor John Geissler and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

13. **CLOSED SESSION**

14. **RECESS**

Motion to recess at 7:05 p.m. This motion, made by Councilor Brian LeBlanc and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

ATTEST:

Mayor

City Clerk

CITY OF HERMANTOWN

CHECKS #71820-71866
02/16/2025 - 02/28/2025

PAYROLL CHECKS

Electronic Checks - #-64808-64852 \$102,246.37

Electronic Checks - #-64774-64801 \$22,630.58

LIABILITY CHECKS

Electronic Checks - #-64770-64773 \$5,299.67

Electronic Checks - #-64802-64807 \$77,051.24

Checks - #71862-71866 \$4,656.00

PAYROLL EXPENSE TOTAL \$211,883.86

ACCOUNTS PAYABLE

Checks - #71820-71861 \$58,502.11

Electronic Payments #-98221-98254 \$1,780,927.88

ACCOUNTS PAYABLE TOTAL \$1,839,429.99

TOTAL \$2,051,313.85

2/25/2025

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	422100	Fire Administration	AT&T MOBILITY	Cell Phones FD	285.96	-98254
602	494900	Sewer Administration and General	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	193.18	-98254
101	419901	City Hall & Police Building Maintenance	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	48.10	-98254
601	494400	Water Administration and General	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	368.66	-98254
101	415300	Administration & Finance	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	149.79	-98254
101	431100	Street Department	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	157.74	-98254
101	421100	Police Administration	AT&T MOBILITY	Cell Phones PD	1,863.17	-98254
101	421100	Police Administration	GREATAMERICA FINANCIAL SERVICES	Copier Lease/Konica C300&C3320	119.58	-98253
101	415300	Administration & Finance	GREATAMERICA FINANCIAL SERVICES	Copier Lease/Konica bizhubC308	96.00	-98252
601	494400	Water Administration and General	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr - Dec	589.45	-98251
602	494900	Sewer Administration and General	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr - Dec	368.41	-98251
101	452200	Community Building	MN ENERGY RESOURCES CORP	Natural Gas Old CH	1,043.40	-98251
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr - Dec	515.77	-98251
101	419901	City Hall & Police Building Maintenance	MN ENERGY RESOURCES CORP	Natural Gas CH/PD	1,892.50	-98251
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Old CH	115.93	-98251
101	422902	Firehall #2 Morris Thomas Road	MN ENERGY RESOURCES CORP	Natural Gas FH2	414.91	-98251
101	431100	Street Department	WEX HEALTH INC	Monthly Participant /Cobra Fee	15.90	-98250
602	494900	Sewer Administration and General	WEX HEALTH INC	Monthly Participant /Cobra Fee	15.90	-98250
101	419901	City Hall & Police Building Maintenance	WEX HEALTH INC	Monthly Participant /Cobra Fee	9.54	-98250
101	422100	Fire Administration	WEX HEALTH INC	Monthly Participant /Cobra Fee	9.54	-98250
101	419100	Community Development	WEX HEALTH INC	Monthly Participant /Cobra Fee	9.54	-98250
101	421100	Police Administration	WEX HEALTH INC	Monthly Participant /Cobra Fee	88.04	-98250
601	494400	Water Administration and General	WEX HEALTH INC	Monthly Participant /Cobra Fee	15.90	-98250
101	415300	Administration & Finance	WEX HEALTH INC	Monthly Participant /Cobra Fee	33.39	-98250
240	432510	Trunk Sewer Construction	VEIT & COMPANY INC	Raise Sanitary Service-Okerstr	33,170.20	-98249
240	432510	Trunk Sewer Construction	VEIT & COMPANY INC	Ditching & Culverts-Okerstrom	24,300.00	-98249
101	417200	Communications	VC3, INC.	Setup/Configure Replcmnt Dsktp	16.08	-98248
101	413100	Mayor	VC3, INC.	Setup/Configure Replcmnt Dsktp	5.36	-98248
601	494400	Water Administration and General	VC3, INC.	Setup/Configure Replcmnt Dsktp	8.04	-98248
602	494900	Sewer Administration and General	VC3, INC.	Setup/Configure Replcmnt Dsktp	5.36	-98248
101	415300	Administration & Finance	VC3, INC.	Setup/Configure Replcmnt Dsktp	53.61	-98248
101	424100	Building Inspection	VC3, INC.	Setup/Configure Replcmnt Dsktp	10.72	-98248
101	419100	Community Development	VC3, INC.	Setup/Configure Replcmnt Dsktp	8.04	-98248
101	421100	Police Administration	VC3, INC.	Setup/Configure Replcmnt Dsktp	155.49	-98248
101	431100	Street Department	VC3, INC.	Setup/Configure Replcmnt Dsktp	21.44	-98248
101	422100	Fire Administration	VC3, INC.	Setup/Configure Replcmnt Dsktp	32.17	-98248
101	411100	Council	VC3, INC.	Setup/Configure Replcmnt Dsktp	21.44	-98248
101	431100	Street Department	ACP CREATIVIT, LLC	Feb 2025 Maintenance	16.75	-98247

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	419901	City Hall & Police Building Maintenance	ACP CREATIVIT, LLC	Feb 2025 Maintenance	237.85	-98247
101	422901	Firehall #1 Maple Grove Road	ACP CREATIVIT, LLC	Feb 2025 Maintenance	70.35	-98247
101	452200	Community Building	ACP CREATIVIT, LLC	Feb 2025 Maintenance	10.05	-98247
101	421100	Police Administration	AXON ENTERPRISE INC	ALPR for Squad Cameras	9,468.30	-98246
101	431901	City Garage	DOORCO, INC.	Service Door - PW	262.50	-98245
101	421100	Police Administration	EMERGENCY AUTOMOTIVE TECHNOLOGIES INC	Replace GPS Antenna - SQD 21	43.45	-98244
101	431901	City Garage	ESC SYSTEMS SOUND AND LIFE SAFETY	Service Motion Detectors - PW	365.00	-98243
602	494900	Sewer Administration and General	GOPHER STATE ONE-CALL INC	Jan 25 Locates	43.76	-98242
601	494400	Water Administration and General	GOPHER STATE ONE-CALL INC	Jan 25 Locates	65.64	-98242
101	415300	Administration & Finance	INNOVATIVE OFFICE SOLUTIONS, LLC	Pencil/Cal PPR/Pad/Marker/Clip	38.48	-98241
101	415300	Administration & Finance	INNOVATIVE OFFICE SOLUTIONS, LLC	Award-A-Plaque	47.26	-98240
101	431100	Street Department	INTER CITY OIL CO INC	Fuel	570.27	-98239
101	431100	Street Department	INTER CITY OIL CO INC	Fuel	588.83	-98239
101	431100	Street Department	INTER CITY OIL CO INC	Fuel	537.37	-98239
101	431100	Street Department	INTER CITY OIL CO INC	Fuel	698.92	-98239
101	431100	Street Department	MCCOY CONSTRUCTION & FORESTRY, INC	6130 Filters	267.81	-98238
601	494300	Water Distribution	MENARD INC	Flaring Tool	32.75	-98237
601	494300	Water Distribution	MENARD INC	Vac Hose Nozzle Parts	23.11	-98237
601	494300	Water Distribution	MENARD INC	Socket Adaptor	9.99	-98237
601	494300	Water Distribution	MENARD INC	Return Coupler/Plug Ki	-7.69	-98237
101	431100	Street Department	MENARD INC	Mailbox	13.14	-98236
101	431100	Street Department	MENARD INC	Diesel Conditioner	53.96	-98236
101	431100	Street Department	MENARD INC	Windshield Washer Fluid	35.88	-98236
101	422100	Fire Administration	MINNEAPOLIS OXYGEN COMPANY	Oxygen Cylinder Rental	226.84	-98235
101	431100	Street Department	NORTHERN ENGINE & SUPPLY INC	Hydraulic Hoses - Forklift	427.40	-98234
416	452100	Parks	NORTHLAND CONSULTING ENGINEERS L.L.P.	Fichtner Park Improvements	1,280.00	-98233
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	ADA Compliance Plan	570.00	-98233
240	432510	Trunk Sewer Construction	NORTHLAND CONSULTING ENGINEERS L.L.P.	Section 14 - Lightning Drive,	760.00	-98233
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Ugstad Road SP	180.00	-98233
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Preagenda/City Council/Four Sq	2,185.00	-98233
101	424100	Building Inspection	NORTHLAND CONSULTING ENGINEERS L.L.P.	Maple Field Mobile Home Park	190.00	-98233
412	419100	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hermantown Trail Project	31,307.50	-98233
101	419100	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	Keene Creek Subdivision	2,640.00	-98233
475	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hermantown Road and Old Midway	8,205.00	-98233
603	441100	Storm Water	NORTHLAND CONSULTING ENGINEERS L.L.P.	WLSSD Urban Service Area and F	190.00	-98233
601	494400	Water Administration and General	PRO PRINT INC	#10 Envelopes - Utilities	113.60	-98232
602	494900	Sewer Administration and General	PRO PRINT INC	#10 Envelopes - Utilities	113.59	-98232
412	419100	Community Development	SRF CONSULTING GROUP, INC.	ROW Acquisitions	6,648.42	-98231

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	490000	Miscellaneous Functions	TERCH & ASSOCIATES CONSULTING, LLC	Jan 25 HR Services	1,925.00	-98230
101	419100	Community Development	AMERICAN ENGINEERING TESTING INC	Move Soil Borings - Great Nort	12,365.00	-98229
601	494400	Water Administration and General	VC3, INC.	Quarterly Billing Jan-Mar 2025	469.45	-98228
101	417200	Communications	VC3, INC.	Quarterly Billing Jan-Mar 2025	938.90	-98228
101	431100	Street Department	VC3, INC.	Quarterly Billing Jan-Mar 2025	1,251.86	-98228
101	411100	Council	VC3, INC.	Quarterly Billing Jan-Mar 2025	1,251.86	-98228
101	419100	Community Development	VC3, INC.	Quarterly Billing Jan-Mar 2025	469.45	-98228
101	415300	Administration & Finance	VC3, INC.	HP Fusing Assembly - Wilson Pr	134.00	-98228
101	415300	Administration & Finance	VC3, INC.	Quarterly Billing Jan-Mar 2025	3,129.66	-98228
101	422100	Fire Administration	VC3, INC.	Quarterly Billing Jan-Mar 2025	1,877.80	-98228
101	415300	Administration & Finance	VC3, INC.	Maintenance Work - Wilson Prin	64.51	-98228
101	424100	Building Inspection	VC3, INC.	Quarterly Billing Jan-Mar 2025	625.93	-98228
101	421100	Police Administration	VC3, INC.	Quarterly Billing Jan-Mar 2025	9,250.75	-98228
101	413100	Mayor	VC3, INC.	Quarterly Billing Jan-Mar 2025	312.97	-98228
602	494900	Sewer Administration and General	VC3, INC.	Quarterly Billing Jan-Mar 2025	312.97	-98228
602	494500	Sewer Maintenance	WLSSD	Wastewater Charges - Jan 25	50,621.00	-98227
415	465200	Community Development	DSGW ARCHITECTS, INC.	Hermantown Arena	8,731.96	-98226
415	465200	Community Development	EPC ENGINEERING & TESTING LLC	Hermantown Hockey Arena	1,738.00	-98225
415	465200	Community Development	KRAUS-ANDERSON CONSTRUCTION COMPANY, INC	Hermantown Hockey Arena	593,080.32	-98224
415	465200	Community Development	KRAUS-ANDERSON CONSTRUCTION COMPANY, INC	Hermantown Hockey Arena	936,477.11	-98224
101	419100	Community Development	OVEROM LAW, PLLC	Local Housing Trust Fund Ordin	174.00	-98223
101	419100	Community Development	OVEROM LAW, PLLC	Planning & Zoning Commission	70.00	-98223
415	465200	Community Development	OVEROM LAW, PLLC	State Grant - Bond Financed Pr	357.00	-98223
240	433500	Water Improvements	OVEROM LAW, PLLC	Second Water Connection with D	358.00	-98223
101	424100	Building Inspection	OVEROM LAW, PLLC	Sarah Lane Nuisance Property (783.00	-98223
101	424100	Building Inspection	OVEROM LAW, PLLC	Maple Fields Tenants' Remedies	2,320.00	-98223
415	465200	Community Development	OVEROM LAW, PLLC	Naming Rights Agreement Matter	224.00	-98223
230	465100	HEDA	OVEROM LAW, PLLC	HEDA Agenda Matters	952.00	-98223
101	421100	Police Administration	OVEROM LAW, PLLC	Alcohol Compliance	154.00	-98223
603	441100	Storm Water	OVEROM LAW, PLLC	2024 Stormwater Ordinance Amen	57.00	-98223
415	465200	Community Development	OVEROM LAW, PLLC	KA Contract Administration - N	561.00	-98223
101	421100	Police Administration	OVEROM LAW, PLLC	Prosecution Contract Matters	98.00	-98223
415	465200	Community Development	OVEROM LAW, PLLC	Recreation Facility Developmen	51.00	-98223
412	419100	Community Development	OVEROM LAW, PLLC	Rec Facility: Trail Con - Emin	3,670.88	-98223
475	431150	Street Improvements	OVEROM LAW, PLLC	Hermantown and Old Midway Rd I	126.00	-98223
412	419100	Community Development	OVEROM LAW, PLLC	Hermantown Trail Connector Eas	701.00	-98223

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	416100	City Attorney	OVEROM LAW, PLLC	Geotech Master Contract	42.00	-98223
101	416100	City Attorney	OVEROM LAW, PLLC	Marijuana Use Restrictions	56.00	-98223
101	421100	Police Administration	OVEROM LAW, PLLC	Police Dept: Gottschald Accide	544.00	-98223
101	416100	City Attorney	OVEROM LAW, PLLC	City Councilor Orientation - H	42.00	-98223
101	416100	City Attorney	OVEROM LAW, PLLC	Data Practices Requests	42.00	-98223
101	422100	Fire Administration	OVEROM LAW, PLLC	2024 Fire Department Personnel	286.00	-98223
101	416100	City Attorney	OVEROM LAW, PLLC	Old City Hall Lease Matters	70.00	-98223
101	419100	Community Development	OVEROM LAW, PLLC	Environmental Review Standards	124.00	-98223
101	416100	City Attorney	OVEROM LAW, PLLC	General Matters/Retainer	2,200.00	-98223
412	419100	Community Development	OVEROM LAW, PLLC	MN Power Easements	238.00	-98223
416	452100	Parks	OVEROM LAW, PLLC	Essentia Sponsorship Agreement	236.00	-98223
101	419100	Community Development	OVEROM LAW, PLLC	Floodplain MNGT Ordinance Upda	168.00	-98223
415	465200	Community Development	DSGW ARCHITECTS, INC.	Hermantown Arena	6,185.14	-98222
230	465100	HEDA	CREATIVE ARCADE	Website Monthly Maintenance	250.03	-98221
101	431901	City Garage	ACME TOOLS	Steel Saw	448.31	71820
101	421100	Police Administration	ANIMAL ALLIES HUMANE SOCIETY	Jan 2025 Boarding	456.00	71821
415	465200	Community Development	ARCHITECTURAL TESTING, INC.	Building Enclosure - NorthStar	2,625.00	71822
416	452100	Parks	BASEBALLRACKS.COM, INC.	Cubbies & Helmet/Bat Holder -	2,707.00	71823
260	456101	Cable	BATTERIES PLUS BULBS	Battery Backup - Ballfield PD	122.54	71824
101	422100	Fire Administration	BOUND TREE MEDICAL, LLC	Medical Supplies	494.34	71825
101	452100	Parks	CAPITAL ONE TRADE CREDIT	Inner Tubes/Tires - Trailer	189.98	71826
101	452100	Parks	CAPITAL ONE TRADE CREDIT	Exchange Innertube/Tires - Tra	-24.74	71826
101	422902	Firehall #2 Morris Thomas Road	CENTURYLINK	Internet FH2 01/28/25-02/27/25	84.99	71827
101	422903	Firehall #3 Midway Road	CENTURYLINK	Internet FH3 01/22/25-02/21/25	84.99	71827
101	431901	City Garage	CINTAS CORPORATION	Mats/Supplies	58.54	71828
101	431901	City Garage	CINTAS CORPORATION	Mats/Supplies	38.86	71828
101	431100	Street Department	CINTAS CORPORATION	Uniforms	7.92	71828
101	431100	Street Department	CINTAS CORPORATION	Uniforms	23.25	71828
101	431100	Street Department	CINTAS CORPORATION	Uniforms	7.92	71828
101	431100	Street Department	CINTAS CORPORATION	Uniforms	23.25	71828
230	465100	HEDA	COSTIN GROUP MN	City Lobbyist	1,500.00	71829
101	431100	Street Department	CRAGIN MACHINE SHOP, INC.	Drill/Tap Grease Holes	192.00	71830
101	415300	Administration & Finance	CUNNINGHAM, DANA	Mileage/Food/Hotel - Ehlers Co	725.09	71831
101	421100	Police Administration	CURTIS-MURAWSKI, ANIJ	Restitution - PD	500.00	71832
601	494400	Water Administration and General	CUSTOMER ELATION INC	01/14/25 - 02/10/25 Answering	35.86	71833
602	494900	Sewer Administration and General	CUSTOMER ELATION INC	01/14/25 - 02/10/25 Answering	23.91	71833
101	422100	Fire Administration	ESSENTIA HEALTH	Tests - On Call Firefighters	1,238.00	71834
101	415300	Administration & Finance	GOVT FINANCE OFFICERS ASSOCIATION	Budget Award Application Revie	345.00	71835

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	415300	Administration & Finance	HERMANTOWN STAR LLC	Ordinance 2025-01	66.00	71836
101	415300	Administration & Finance	HERMANTOWN STAR LLC	Jan 21 2025 Minutes	132.00	71836
101	415300	Administration & Finance	HERMANTOWN STAR LLC	Ordinance 2025-02	57.75	71836
101	421100	Police Administration	HOLIDAY COMPANIES	Car Washes - Jan 2025	25.00	71837
101	431901	City Garage	IMPERIALDADE	Urinal Screens	44.60	71838
101	419901	City Hall & Police Building Maintenance	IMPERIALDADE	Replace High Pressure Hose - P	145.00	71838
101	419901	City Hall & Police Building Maintenance	IMPERIALDADE	TP/Gloves/Liners/Mop/Kleenex	360.00	71838
101	421100	Police Administration	INTEGRATED OFFICE SOLUTIONS	Copy Overage Konica C300i	73.22	71839
101	421100	Police Administration	INTEGRATED OFFICE SOLUTIONS	Copy Overage Konica C3320i i	83.82	71839
230	465100	HEDA	JOHNSON, ERIC	Mileage/Hotel Ehlers Conferenc	456.46	71840
101	452200	Community Building	JOHNSTONE SUPPLY	Furnace Control Boards - OCH	449.38	71841
101	431100	Street Department	KWIK TRIP EXTENDED NETWORK	Gas Street	413.53	71842
101	422100	Fire Administration	KWIK TRIP EXTENDED NETWORK	Gas FD	1,086.39	71842
101	452100	Parks	KWIK TRIP EXTENDED NETWORK	Gas Park	120.10	71842
101	424100	Building Inspection	KWIK TRIP EXTENDED NETWORK	Car Wash BI	11.00	71842
601	494300	Water Distribution	KWIK TRIP EXTENDED NETWORK	Gas Utility	280.72	71842
101	419901	City Hall & Police Building Maintenance	KWIK TRIP EXTENDED NETWORK	Gas Building	163.72	71842
101	421100	Police Administration	KWIK TRIP EXTENDED NETWORK	Gas PD	3,627.49	71842
602	494500	Sewer Maintenance	KWIK TRIP EXTENDED NETWORK	Gas Utility	187.15	71842
101	424100	Building Inspection	KWIK TRIP EXTENDED NETWORK	Gas Building Offical	322.20	71842
101	431100	Street Department	KWIK TRIP EXTENDED NETWORK	Propane Exchange - PW	150.18	71842
101	421100	Police Administration	KWIK TRIP EXTENDED NETWORK	Car Wash PD	200.00	71842
101	431100	Street Department	LINDE GAS & EQUIPMENT INC.	CylDrRntSfEnvFee12/20-01/20/2	55.78	71843
101	419901	City Hall & Police Building Maintenance	MN TELECOMMUNICATIONS	Feb 2025 Internet	360.00	71844
101	422901	Firehall #1 Maple Grove Road	MN TELECOMMUNICATIONS	Feb 2025 Internet	90.00	71844
101	422100	Fire Administration	NAPA AUTO PARTS	Car Soap	27.99	71845
101	422100	Fire Administration	NAPA AUTO PARTS	Air Filter - Rescue Vehicles	36.27	71845
101	431100	Street Department	NAPA AUTO PARTS	Grease	287.76	71845
101	431100	Street Department	NAPA AUTO PARTS	Oil Filter/Shop Floor Dry	53.75	71845
601	494300	Water Distribution	O'REILLY AUTO PARTS	Low Temp Grease - Vac Trailer	53.23	71846
101	415300	Administration & Finance	ORME, KEVIN	Mileage Ehlers Conference	226.80	71847
101	431901	City Garage	OXYGEN SERVICE COMPANY	Acetylene Gas Bottle Rent	17.98	71848
412	419100	Community Development	PETERSON, JAMES	Permanent Trail Easement	5,000.00	71849
602	494500	Sewer Maintenance	PLAWCS	Excess Volume 1/01/24-12/31/24	1,996.93	71850
230	465100	HEDA	RONCHETTI, CHAD	Food/Parking/Ehlers Conference	417.59	71851
101	431100	Street Department	SENST, PAUL	Reimburse Safety Boots	125.00	71852
601	494300	Water Distribution	SENST, PAUL	Reimburse Safety Boots	62.50	71852
602	494500	Sewer Maintenance	SENST, PAUL	Reimburse Safety Boots	62.50	71852

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
240	433500	Water Improvements	SHORT ELLIOTT HENDRICKSON INC	HERMT Water Meter Station	8,611.41	71853
101	419901	City Hall & Police Building Maintenance	SIEMENS INDUSTRY, INC.	Installation of BMN1 BAU - AHU	7,995.00	71854
603	441100	Storm Water	ST LOUIS COUNTY RECORDERS OFFICE	Kimmes Easement - Benson Rd	92.00	71855
603	441100	Storm Water	ST LOUIS COUNTY RECORDERS OFFICE	Haedrich Easement - Benson Rd	92.00	71855
603	441100	Storm Water	ST LOUIS COUNTY RECORDERS OFFICE	Stormwater Cert - Kolar Hundai	46.00	71855
603	441100	Storm Water	ST LOUIS COUNTY RECORDERS OFFICE	Stormwater Cert - PPT, LLC	46.00	71855
603	441100	Storm Water	ST LOUIS COUNTY RECORDERS OFFICE	Stormwater Cert - PPT, LL	46.00	71855
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Soumis - SUD	92.00	71855
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	JP Holding - Prelim PUD	46.00	71855
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	JP Holding Co - PUD	46.00	71855
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Ordinance 2024-13 - Amend Zoni	46.00	71855
101	422902	Firehall #2 Morris Thomas Road	STACK BROS MECHANICAL, INC.	Repair Compressed Air System	2,891.50	71856
101	422903	Firehall #3 Midway Road	STACK BROS MECHANICAL, INC.	Repair Compressed Air System	2,891.50	71856
101	421100	Police Administration	TROY'S SERVICE CENTER	Oil Filter - SQD 11	92.92	71857
101	421100	Police Administration	TROY'S SERVICE CENTER	Brakes/Oil Filter - SQD 19	748.51	71857
101	421100	Police Administration	TROY'S SERVICE CENTER	Oil & Filter - SQD 21	93.65	71857
601	494300	Water Distribution	UNITED RENTALS (NORTH AMERICA) INC	Light Plant Rental - Water Bre	924.00	71858
603	441100	Storm Water	VALLI INFORMATION SYSTEMS, INC	Jan 2025 Bill Print	599.80	71859
602	494900	Sewer Administration and General	VALLI INFORMATION SYSTEMS, INC	Jan 2025 Bill Print	599.80	71859
601	494400	Water Administration and General	VALLI INFORMATION SYSTEMS, INC	Jan 2025 Bill Print	599.80	71859
101	431100	Street Department	ZIEGLER INC	Brake Light Kits - 928	414.42	71860
230	465100	HEDA	ZIMMERMAN/VOLK ASSOCIATES, INC.	Final Study/Geo-demographic da	2,250.00	71861

Totals: 210 records printed

1,839,429.99

CITY COUNCIL MEETING DATE: March 3, 2025

TO: Mayor & City Council

FROM: Eric Johnson, Community Development Director

SUBJECT: Conduct a First Reading of Amendments to the City Zoning Code Chapter 15 – Floodplain Management Regulations

☐ **RESOLUTION:** ☒ **ORDINANCE:** 2025-09 ☐ **OTHER:**

REQUESTED ACTION

Conduct a Second Reading of Amendments to the City Zoning Code Chapter 15 – Floodplain Management Regulations.

BACKGROUND

The Federal Emergency Management Agency (FEMA) has recently completed their update to St Louis County flood hazard maps. Per FEMA's Letter of Final Determination, the City must adopt a conforming floodplain management ordinance that would go into effect by March 25, 2025, in order to continue participation in the National Flood Insurance Program (NFIP).

As a participating community in the National Flood Insurance Program (NFIP), the updated floodplain management ordinance, including reference to the new flood maps and flood study, must be adopted, effective, and enforceable by the above date. By adopting the new maps and updating the ordinance, it enables Hermantown to remain in good standing with the NFIP.

City Staff has worked with the City Attorney to prepare a revised Chapter 15 Floodplain Management Ordinance for the City. This ordinance is consistent with the model ordinance provided by the MN DNR.

The new model ordinance from the DNR follows the same general regulatory model but is more robust. A comparison showing the changes from the current Floodplain Management Ordinance to the model ordinance follows:

- It has more definitions;
- It includes diagrams and figures;
- It regulates in floodway districts, flood fringe districts, and general floodplain districts;
- It impacts subdivision standards (i.e. access to and elevation of structures, driveways and roads);
- It regulates infrastructure in the flood districts (elevated above or floodproofed);
- It regulates manufactured homes and RVs in the flood districts (manufactured homes – elevated and anchored, RV's – travel ready)

The key parts of the new ordinance are the maps of the flood districts. The maps are referenced in Section 1502.2. The City Clerk's Office is the repository of the maps with the Community Development Director being the City official administering the ordinance.

The model ordinance had some optional language that has a higher standard of regulation (a 1% chance of flooding verses a 2% chance of flooding). This optional higher standard language is not included in this draft ordinance.

A public hearing was held at the February 19, 2025 Planning and Zoning Commission meeting. There were no comments from the public and the Planning and Zoning Commission recommended the ordinance to the City Council for their approval.

SOURCE OF FUNDS (if applicable)

N/A

ATTACHMENTS

- Ordinance amending Chapter 15 – Floodplain Management Regulations
- Chapter 15 ordinance comparison

Ordinance No. 2025-09

The City Council of the City of Hermantown Does Ordain:

**AN ORDINANCE AMENDING AND RESTATING CHAPTER 15, FLOODPLAIN
MANAGEMENT REGULATIONS, OF THE HERMANTOWN ZONING CODE**

Section 1. Purpose and Intent. The purpose of this Ordinance is to amend Chapter 15 to satisfy state and federal regulations detailed in Minnesota Statutes Chapter 103F; Minnesota Rules, parts 6120.5000-6120.6200; the rules and regulations of the National Flood Insurance Program in 44 CFR 59 to 78 and to further provide for the general regulations for development in floodplains as well as guiding administrative responsibilities.

Section 2. Amendment to Chapter 15. Chapter 15, Floodplain Management Regulations, of the Hermantown Zoning Code is hereby amended and restated to read as shown on Exhibit A attached hereto.

Section 3. Added to Zoning Code. The terms and provisions of this ordinance shall be amended in the appropriate place in the Hermantown Zoning Code, after adoption and becoming effective.

Section 4. Effective Date. The provisions of this Ordinance shall be effective after adoption immediately upon publication once in the official newspaper of the City of Hermantown and upon recording with the St. Louis County Recorder's Office.

Dated: _____

Mayor

Attest:

City Clerk

Adopted: _____

Published: _____

Effective Date: _____

EXHIBIT A

Chapter 15 – Floodplain Management Regulations.

SECTION 1500. Statutory Authorization. This Chapter 15 is adopted pursuant to the authorization and policies contained in Minnesota Statutes, Chapter 103F; Minnesota Rules, parts 6120.5000 – 6120.6200; the rules and regulations of the National Flood Insurance Program (NFIP) in 44 CFR § 59 to 78; and the planning and zoning enabling legislation in Minnesota Statutes, Chapter 462.

1500.1. Purpose

1500.1.1. This Ordinance regulates development in the flood hazard areas of the City of Hermantown. These flood hazard areas are subject to periodic inundation, which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base. It is the purpose of this Ordinance to promote the public health, safety, and general welfare by minimizing these losses and disruptions.

1500.1.2. This Ordinance is adopted in the public interest to promote sound land use practices, and floodplains are a land resource to be developed in a manner which will result in minimum loss of life and threat to health, and reduction of private and public economic loss caused by flooding.

1500.1.3. This Ordinance is adopted to maintain eligibility in the National Flood Insurance Program.

1500.1.4. This Ordinance is also intended to preserve the natural characteristics and functions of watercourses and floodplains in order to moderate flood and stormwater impacts, improve water quality, reduce soil erosion, protect aquatic and riparian habitat, provide recreational opportunities, provide aesthetic benefits and enhance community and economic development.

1500.2. Abrogation and Greater Restrictions. It is not intended by this Ordinance to repeal, abrogate, or impair any existing easements, covenants, or other private agreements. The standards in this Ordinance take precedence over any less restrictive, conflicting local laws, ordinances, or codes. All other ordinances inconsistent with this Ordinance are hereby repealed to the extent of the inconsistency only.

1500.3. Warning and Disclaimer of Liability. This Ordinance does not imply that areas outside the floodplain districts or land uses permitted within such districts will be free from flooding or flood damages. Not all flood risk is mapped. Larger floods do occur and the flood height may be increased by man-made or natural causes, such as ice jams or bridge openings restricted by debris. This Ordinance does not create liability on the part of the City of Hermantown or its officers or employees for any flood damages that result from reliance on this Ordinance or any administrative decision lawfully made hereunder.

1500.4. Severability. If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this Ordinance shall not be affected and shall remain in full force.

SECTION 1501. Definitions. Unless specifically defined, words or phrases used in this Ordinance must be interpreted according to common usage and so as to give this Ordinance its most reasonable application.

1501.1. Accessory Structure. A structure, as defined in this Ordinance, that is on the same parcel of property as, and is incidental to, the principal structure or use; an accessory structure specifically excludes structures used for human habitation.

1501.2. Base Flood. The flood having a one-percent chance of being equaled or exceeded in any given year. “Base flood” is synonymous with the term “regional flood” used in Minnesota Rules, part 6120.5000.

1501.3. Base Flood Elevation (BFE). The elevation of the base flood, regional flood, or one-percent annual chance flood. The term “base flood elevation” is used in the flood insurance study.

1501.4. Basement. Any area of a structure, including crawl spaces, having its floor subgrade (below ground level) on all sides, regardless of the depth of excavation below ground level.

1501.5. Building. See Structure.

1501.6. Channel. A natural or artificial depression of perceptible extent, with definite bed and banks to confine and conduct flowing water either continuously or periodically.

1501.7. Conditional Use. A land use or development that would not be appropriate generally, but may be allowed with appropriate restrictions upon a finding that certain conditions as detailed in the zoning ordinance exist, the use or development conforms to the comprehensive land use plan of the community, and the use is compatible with the existing neighborhood.

1501.8. Development. Any man-made change to improved or unimproved real estate, including, but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials.

1501.9. Equal Degree of Encroachment. A method of determining the location of floodway boundaries so that floodplain lands on both sides of a stream are capable of conveying a proportionate share of flood flows.

1501.10. FEMA. Federal Emergency Management Agency.

1501.11. Farm Fence. An open type of fence of posts and horizontally run wire, further specified in Minnesota Statutes § 344.02, Subd. 1(a-d).

1501.12. Flood. A temporary rise in the stream flow or water surface elevation from any source that results in the inundation of normally dry land areas.

1501.13. Flood Fringe. The portion of the one-percent annual chance floodplain located outside of the floodway.

1501.14. Flood Insurance Rate Map (FIRM). An official map on which the Federal Insurance Administrator has delineated both the special flood hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

1501.15. Flood Insurance Study (FIS). The study referenced in Section 1502.2, which is an examination, evaluation and determination of flood hazards, and if appropriate, corresponding surface elevations, or an examination, evaluation, and determination of mudslide (i.e. mudflow) and/or flood-related erosion hazards.

1501.16. Floodplain. The beds, channel and the areas adjoining a wetland, lake or watercourse, or other source which have been or hereafter may be inundated by the base flood.

1501.17. Floodproofing. A combination of structural and non-structural additions, changes, or adjustments to properties and structures subject to flooding, primarily for the reduction or elimination of flood damages.

1501.18. Floodway. The bed of a wetland or lake and the channel of a watercourse and those portions of the adjoining floodplain which must be reserved to carry or store the base flood discharge without cumulatively increasing the water surface elevation more than one-half foot.

1501.19. Lowest Floor. The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, used solely for parking of vehicles, building access, or storage in an area other than a basement area, is not considered a building's lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of 44 CFR § 60.3.

1501.20. Manufactured Home. A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include the term "recreational vehicle."

1501.21. New Construction. Structures for which the start of construction commenced on or after the effective date of an adopted floodplain management regulation, and includes any subsequent improvements to such structures.

1501.22. Principal Structure. The main building or other structure on a lot that is utilized for the property's principal use.

1501.23. Reach. A hydraulic engineering term to describe a longitudinal segment of a stream or river influenced by a natural or man-made obstruction. In an urban area, the segment of a stream or river between two consecutive bridge crossings would most typically constitute a reach.

1501.24. Recreational Vehicle. A vehicle that is built on a single chassis, is 400 square feet or less when measured at the largest horizontal projection, is designed to be self-propelled or permanently towable by a light duty truck and is designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. Those vehicles not meeting this definition shall be considered a structure for the purposes of this Ordinance. For the purposes of this Ordinance, the term recreational vehicle is synonymous with the term "travel trailer/travel vehicle."

1501.25. Regulatory Flood Protection Elevation (RFPE). An elevation that is one foot above the elevation of the base flood plus any increases in the water surface elevation caused by encroachments on the floodplain that result from designation of a floodway. These increases in water surface elevations are typically identified in the Floodway Data Tables, found in the Flood Insurance Study.

1501.26. Special flood hazard area (SFHA). An area having special flood, mudslide (i.e., mudflow), or flood-related erosion hazards, and shown on an FHBM or FIRM as Zone A, AO, A1-30, AE, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, A99, AH, VO, V1-30, VE, V, M, or E.

1501.27. Stage Increase. Any increase in the water surface elevation during the one-percent annual chance flood caused by encroachments on the floodplain.

1501.28. Start of Construction. Includes substantial improvement, and means the date the permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, foundations, or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other

structural part of a building, whether or not that alteration affects the external dimensions of the building.

1501.29. Structure. A roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. Recreational vehicles not considered travel ready, as detailed in Section 1509.2.2, shall also be considered a structure for the purposes of this Ordinance.

1501.30. Subdivision. Land that has been divided for the purpose of sale, rent, or lease, including planned unit developments.

1501.31. Substantial Damage. Damage of any origin sustained by a structure where the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

1501.32. Substantial Improvement. Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the “start of construction” of the improvement. This term includes structures that have incurred “substantial damage,” regardless of the actual repair work performed. The term does not, however, include either:

1501.32.1. Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or

1501.32.2. Any alteration of a “historic structure,” provided that the alteration will not preclude the structure’s continued designation as a “historic structure.” For the purpose of this Ordinance, “historic structure” is defined in 44 CFR § 59.1.

1501.33. Variance. “Variance” means the same as that defined in 44 CFR § 59.1 and Minnesota Statutes § 462.357, Subd. 6(2).

1501.34. Violation. “Violation” means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this Ordinance is presumed to be in violation of until such time as that documentation is provided.

1501.35. Watercourse. A channel in which a flow of water occurs either continuously or intermittently in a definitive direction. The term applies to either natural or artificially constructed channels.

SECTION 1502. Jurisdiction and Districts.

1502.1. Lands to Which Ordinance Applies. This Ordinance applies to all lands within the jurisdiction of the City of Hermantown within the Special Flood Hazard Areas (SFHAs) identified on the Flood Insurance Rate maps identified in Section 1502.2. Areas within the SFHA are within one of three districts: the Floodway, Flood Fringe, or General Floodplain.

1502.1.1. The Floodway, Flood Fringe or General Floodplain Districts are overlay districts. The standards imposed in the overlay districts are in addition to any other requirements. In case of a conflict, the more restrictive standards will apply.

1502.1.2. These regulations apply to all areas within the SFHA. If areas below the Base Flood Elevation (BFE) extend beyond the mapped SFHA based on actual field conditions, the Base Flood Elevation (BFE) shall be the governing factor in locating the outer boundaries of the one-percent annual chance floodplain and these regulations apply to the outer boundary of the one-percent annual chance floodplain.

Figure 1: The mapped floodplain may not always align with on-the-ground contour elevations.



1502.1.3. Persons contesting the location of the district boundaries will be given a reasonable opportunity to present their case to the Planning and Zoning Commission and to submit technical evidence.

1502.2. Incorporation of Maps by Reference. The following maps together with all attached material are hereby adopted by reference and declared to be a part of the official zoning map and this Ordinance. The attached material includes the Flood Insurance Study for St. Louis County, Minnesota, and Incorporated Areas, dated March 25, 2025, and the Flood Insurance Rate Map panel numbers 27137C3733E, 27137C3734E, 27137C3741E, 27137C3742E, 27137C3743E, 27137C3744E, 27137C3753E, 27137C3754E, 27137C3755E, 27137C3756E, 27137C3758E, 27137C3761E, 27137C3762E, 27137C3763E, 27137C3764E, 27137C3766E, 27137C3768E, all dated March 25, 2025, all prepared by the Federal Emergency Management Agency. These materials are on file in the office of the City Clerk.

1502.3. Districts

1502.3.1. Floodway District. Those areas within Zone AE delineated within floodway areas as shown on the Flood Insurance Rate Maps referenced in Section 1502.2 and those areas within Zone A determined to be located in the floodway based on the delineation methods in Section 1506.4.

1502.3.2. Flood Fringe District. Those areas within Zone AE located outside of the delineated floodway as shown on the Flood Insurance Rate Maps referenced in Section 1502.2, and those areas within Zone A determined to be located outside of the floodway based on the delineation methods in Section 1506.4.

1502.3.3. General Floodplain District. Those areas within Zone A or AE that do not have a floodway delineated as shown on the Flood Insurance Rate Maps referenced in Section 1502.2.

1502.4. Annexations. The Flood Insurance Rate Map panels referenced in Section 1502.2 may include floodplain areas that lie outside of the corporate boundaries of the City of Hermantown at the time of adoption of this Ordinance. If any of these floodplain land areas are annexed into the City of Hermantown after the date of adoption of this Ordinance, the newly annexed floodplain lands will be subject to the provisions of this Ordinance immediately upon the date of annexation. Annexations into panels not referenced in Section 1502.2 require ordinance amendment in accordance with Section 1513.

1502.5. Municipal Boundary Adjustments. The Flood Insurance Rate Map panels referenced in Section 1502.2 apply countywide. If at any point any lands come under the jurisdiction of another local government, the following shall apply:

1502.6. City adjustments of corporate boundaries, including but not limited to annexations and detachments, shall shift floodplain administrative authority of all affected lands immediately upon the date of the boundary adjustment occurring. Cities retain jurisdiction for all incorporated lands, and the County retains jurisdiction under this Ordinance on all unincorporated lands.

SECTION 1503. Requirements for All Floodplain Districts.

1503.1. Permit Required. A permit must be obtained from the Community Development Director to verify compliance with all applicable standards outlined in this Ordinance prior to the following uses or activities:

1503.1.1. The erection, addition, modification, maintenance, rehabilitation, repair, or alteration of any building, structure, or portion thereof. Normal maintenance requires a permit to determine if such work, either separately or in conjunction with other planned work, constitutes a substantial improvement, as specified in Section 1511.1.3.

1503.1.2. The construction of a fence, pool, deck, or placement of anything that may cause a potential obstruction. Farm fences, as defined in Section 1501 of this Ordinance, are not considered to be an obstruction, and as such, do not require a permit.

1503.1.3. The change or expansion of a nonconforming use.

1503.1.4. The repair of a structure that has been damaged by flood, fire, tornado, or any other source.

1503.1.5. The placement of fill, excavation, utilities, on-site sewage treatment systems, or other service facilities.

1503.1.6. The storage of materials or equipment, in conformance with Section 1503.2.2.

1503.1.7. Relocation or alteration of a watercourse (including stabilization projects or the construction of new or replacement dams, culverts and bridges). A local permit is not required if a public waters work permit has been obtained from the Department of Natural Resources, unless a significant area above the ordinary high water level is also to be disturbed.

1503.1.8. Any other type of “development,” as defined in Section 1501 of this Ordinance.

1503.2. Minimum Development Standards

1503.2.1. All development must:

1503.2.1.1. Be designed (or modified) and adequately anchored to prevent flotation, collapse, or lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;

1503.2.1.2. Be constructed with materials and equipment resistant to flood damage;

1503.2.1.3. Be constructed by methods and practices that minimize flood damage;

1503.2.1.4. Be constructed with heating, ventilation, duct work, and air conditioning equipment and other service facilities elevated at least up to the Regulatory Flood Protection Elevation (RFPE). Water, sewage, electrical, and other utility lines below the RFPE shall be constructed so as to prevent water from entering or accumulating within them during conditions of flooding;

1503.2.1.5. Be reasonably safe from flooding and consistent with the need to minimize flood damage;

1503.2.1.6. Be assured to provide adequate drainage to reduce exposure to flood hazards;

1503.2.1.7. Not be detrimental to uses in adjoining areas; and

1503.2.1.8. Not adversely affect the efficiency or restrict the flood carrying capacity of the channel and adjoining floodplain of any tributary watercourse or drainage system.

1503.2.1.9. Ensure that any fill or other materials are protected from erosion, discharge, and sediment entering surface waters by the use of vegetative cover or other methods as soon as possible.

1503.2.2. Materials that, in time of flooding, are buoyant, flammable, explosive, or could be injurious to human, animal, or plant life shall be stored at or above the Regulatory Flood Protection Elevation (RFPE), floodproofed, or protected by other measures as approved by the Community Development Director. Storage of materials likely to cause pollution of the waters, such as sewage; sand; rock; wrecked and discarded equipment; dredged spoil; municipal, agricultural or industrial waste; and other wastes as further defined in Minnesota Statutes § 115.01, are prohibited unless adequate safeguards approved by the Minnesota Pollution Control Agency are provided. For projects not requiring approvals by the Minnesota Pollution Control Agency, adequate safeguards must be approved by the Community Development Director prior to issuance of a permit.

SECTION 1504. Floodway District.

1504.1. Permitted Uses in Floodway. Development allowed in the floodway district is limited to that which has low flood damage potential and will not obstruct flood flows, increase velocities, or increase the water surface elevations of the one-percent annual chance flood. The following uses and activities may be allowed with a permit, subject to the standards in Section 1504.2:

1504.1.1. Agricultural uses, recreational uses, parking lots, loading areas, airport landing strips, water control structures, navigational facilities, as well as public open space uses.

1504.1.2. Roads, driveways, railroads, trails, bridges, and culverts.

1504.1.3. Public utility facilities and water-oriented industries which must be in or adjacent to watercourses.

1504.1.4. Grading, filling, land alterations, and shoreline stabilization projects.

1504.1.5. No structures, as defined in Section 1501, are allowed in the Floodway District, except structures accessory to the uses detailed in Section 1504.1.1.

1504.2. Standards for Permitted Uses in Floodway. In addition to the applicable standards detailed in Section 1503:

1504.2.1. The applicant must demonstrate that the development will not result in any of the following during the one-percent annual chance flood: cause a stage increase of 0.00 feet or greater, obstruct flood flows, or increase velocities. This shall be demonstrated through hydrologic and hydraulic analysis performed by a professional engineer, or using other standard engineering practices (e.g. projects that restore the site to the previous cross-sectional area). This is commonly documented through a “no-rise certification.”

1504.2.2. Any development that would result in a stage increases greater than 0.00 feet may only be allowed with a permit if the applicant has applied for a Conditional Letter of Map Revision (CLOMR) in accordance with 44 CFR § 65.12, and FEMA has issued the CLOMR. Map revisions must follow the procedures in Section 1510.1.5 and Section 1513.

1504.2.3. Any development resulting in decreases to the water surface elevation of the base flood identified in the Flood Insurance Study requires a Letter of Map Revision (LOMR) following the procedures in Section 1510.1.5 and 1513.

1504.2.4. Any development in the beds of public waters that will change the course, current or cross Section is required to obtain a public waters work permit in accordance with Minnesota Statutes § 103G.245 or a utility crossing license in accordance with Minnesota Statutes § 84.415, from the Department of Natural Resources, or demonstrate that no permit is required, before applying for a local permit.

1504.2.5. Fill and other land alteration activities must offer minimal obstruction to the flow of flood waters.

SECTION 1505. Flood Fringe District.

1505.1. Permitted Uses in Flood Fringe. Any uses or activities allowed in any applicable underlying zoning districts may be allowed with a permit, subject to the standards set forth in Section 1505.2.

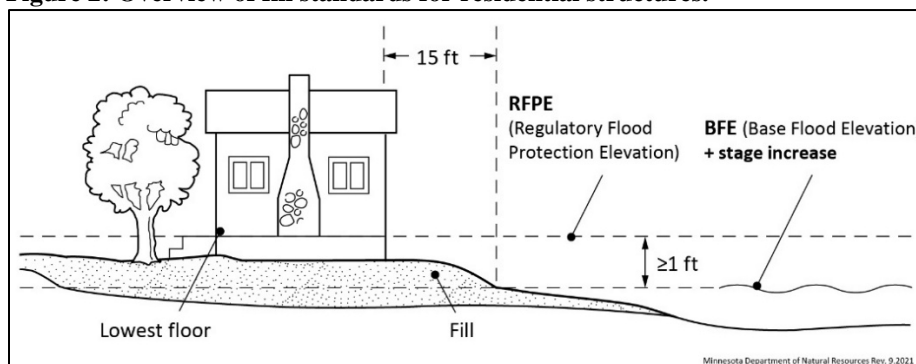
1505.2. Standards for Permitted Uses in Flood Fringe. In addition to the applicable standards detailed in Section 1503:

1505.2.1. Residential Structures.

1505.2.1.1. Elevation on Fill. Structures erected, constructed, reconstructed, altered, or moved on fill within the Flood Fringe District shall be placed so that the lowest floor, as defined in Section 1501 of this Ordinance, is elevated at or above the Regulatory

Flood Protection Elevation (RFPE). The finished fill elevation shall be at or above the elevation associated with the base flood plus any stage increases that result from designation of a floodway. Fill must extend at the same elevation at least 15 feet beyond the outside limits of the structure. Elevations must be certified by a registered professional engineer, land surveyor or other qualified person designated by the Community Development Director. Elevation methods alternative to these fill standards are subject to a Conditional Use Permit, as provided in Section 1505.3.1 of this Ordinance (Figure 2).

Figure 2: Overview of fill standards for residential structures.



1505.2.2. Nonresidential Structures. Nonresidential structures must meet one of the following construction methods:

1505.2.2.1. Elevation on Fill. Structures may be elevated on fill, meeting the standards in Section 1505.2.1.1 of this Ordinance. Fill for nonresidential structures is not required to be extended 15 feet beyond the outside limits of the structure.

1505.2.2.2. Alternative Elevation Methods. Structures may be elevated using methods alternative to the fill standards in Section 1505.2.1.1 of this Ordinance. Such methods include the use of blocks, pilings (Figure 3), filled stem walls (Figure 4), or internally-flooded enclosed areas (Figure 5) such as crawl spaces, attached garages, or tuck under garages.

Figure 3: Blocks or pilings.

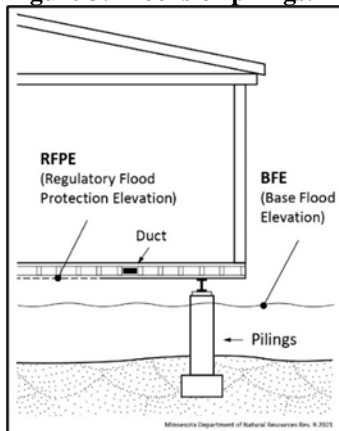


Figure 4: Filled stem walls.

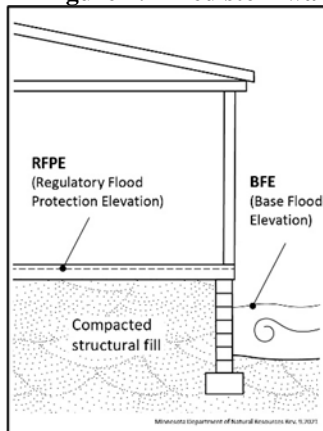
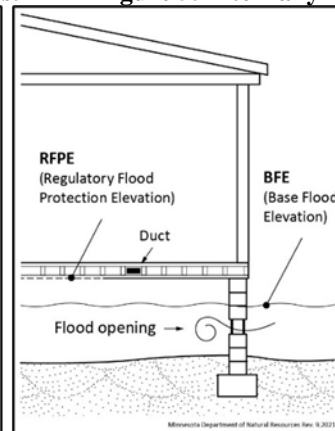


Figure 5: Internally flooded enclosed area.



Designs accommodating for internally flooded enclosed areas must be certified by a registered professional engineer or architect, or meet or exceed the standards detailed in FEMA Technical Bulletin 1, as amended, as well as the following standards:

1505.2.2.2.1. The lowest floor, as defined in Section 1501 of this Ordinance, shall be elevated at or above the Regulatory Flood Protection Elevation (RFPE).

1505.2.2.2.2. The floor of the enclosed area must be at or above the exterior grade on at least one side of the structure.

1505.2.2.2.3. To allow for the equalization of hydrostatic pressure, there shall be a minimum of two openings below the base flood elevation on at least two sides of the structure. The bottom of all openings shall be no higher than one foot above grade. The openings shall have a minimum net area of not less than one square inch for every square foot of enclosed area subject to flooding, have a net area of not less than one square inch for every square foot of enclosed area subject to flooding, and shall allow automatic entry and exit of floodwaters without human intervention.

1505.2.2.2.4. Internally flooded enclosed areas shall only be used for the parking of vehicles, building access, or storage. Bathrooms and toilet rooms shall not be allowed.

1505.2.2.3. Dry Floodproofing. Structures having watertight enclosed basements or spaces below the Regulatory Flood Protection Elevation (RFPE) must meet the following standards:

1505.2.2.3.1. Walls must be substantially impermeable to the passage of water, with structural components having the capacity of resisting hydrostatic and hydrodynamic loads and effects of buoyancy, at least up to the Regulatory Flood Protection Elevation (RFPE);

1505.2.2.3.2. Must meet the standards of FEMA Technical Bulletin 3, as amended; and

1505.2.2.3.3. A registered professional engineer or architect shall be required to certify that the design and methods of construction meet the standards detailed in this Section.

1505.2.3. Accessory Structures. All accessory structures must meet the following standards:

1505.2.3.1. Structures shall not be designed or used for human habitation.

1505.2.3.2. Structures will have a low flood damage potential.

1505.2.3.3. Structures shall constitute a minimal investment not to exceed 576 square feet in size, one-story in height, and shall only be used for parking and storage, except as provided under Section 1505.2.4. Structures not meeting the standards of Section 1505.2.3.1, Section 1505.2.3.2 and Section 1505.2.3.3 must be designed and constructed in accordance with floodplain management requirements based on whether the structure is residential or nonresidential. Residential structures must meet the requirements of Section 1505.2.1, and nonresidential structures must meet the requirements of Section 1505.2.2.

1505.2.3.4. Structures with two or more rigid walls, must meet one of the following construction methods:

1505.2.3.4.1.1. Wet Floodproofing. Structures may be floodproofed in a way to accommodate internal flooding. To allow for the equalization of hydrostatic pressure, there shall be a minimum of two openings on at least two sides of the structure and the bottom of all openings shall be no higher than one foot above grade. The openings shall have a minimum net area of not less than one square inch for every square foot of enclosed area subject to flooding, and shall allow automatic entry and exit of floodwaters without human intervention. Portions of structures below the RFPE must be constructed of flood damage-resistant materials. Utilities must be elevated above the RFPE and any utility lines below the RFPE shall be constructed so as to prevent floodwaters from entering or accumulating within them. Wet floodproofed structures must be anchored to resist flotation, collapse, and lateral movement.

1505.2.3.4.1.2. Elevation on Fill. Structures may be elevated on fill, meeting the standards in Section 1505.2.1.1 of this Ordinance. Fill is not required to be extended 15 feet beyond the outside limits of the structure.

1505.2.3.4.1.3. Alternative Elevation Methods. Structures may have their lowest floor elevated above the Regulatory Flood Protection Elevation (RFPE) through methods alternative to the fill standards in Section 1505.2.3.4.1.3, and must meet the standards in Section 1505.2.2.2 of this Ordinance.

1505.2.3.4.1.4. Dry Floodproofing. Structures may be dry-floodproofed, or watertight, meeting the standards in Section 1505.2.2.3 of this Ordinance.

1505.2.4. Structures with Less Than Two Rigid Walls. Structures with fewer than two rigid walls, such as carports, gazebos, and picnic pavilions, meeting the standards in Section 1503.2.1 of this Ordinance may be located at an elevation below the Regulatory Flood Protection Elevation, exceed 576 square feet in size, and may include uses as provided under Section 1504.1.

1505.2.5. City-owned Facilities. Any facilities used by employees or the general public must be designed with a flood warning system acceptable to the City of Hermantown that provides adequate time for evacuation or be designed to ensure that within the area inundated during the base flood event, the depth (in feet) multiplied by the velocity (in feet per second) is less than four.

1505.2.6. Manufactured Homes and Recreational Vehicles. Manufactured homes and recreational vehicles must meet the standards of Section 1509 of this Ordinance.

1505.3. Conditional Uses in Flood Fringe. The following uses and activities may be permitted as conditional uses, subject to the standards in Section 1505.4:

1505.3.1. Alternative Elevation Methods – Residential Structures. Residential structures with their lowest floor elevated above the Regulatory Flood Protection Elevation (RFPE) using methods alternative to the fill requirements in Section 1505.2.1.

1505.4. Standards for Conditional Uses in Flood Fringe. In addition to the applicable standards detailed in Section 1503, Section 1505.2.2 and Section 1510.2, all residential structures with lowest floors elevated through alternative elevation methods must meet the standards in Section 1505.2.2.2 of this Ordinance.

SECTION 1506. General Floodplain District.

1506.1. Permitted Uses in General Floodplain District

1506.1.1. Until the floodway is delineated, allowable uses will be restricted to those listed in the Floodway District, Section 1504.

1506.1.2. All other uses are subject to a floodway/flood fringe determination as provided in Section 1506.4, in addition to the standards provided in Section 1506.2 and Section 1506.3. Permitted uses shall be determined as follows:

1506.1.2.1. If the development is determined to be in the Floodway District, Section 1504 applies.

1506.1.2.2. If the development is determined to be in the Flood Fringe District, Section 1506 applies.

1506.2. Determining Flood Elevations.

1506.2.1. All development requires a determination of the Base Flood Elevation (BFE). Proposed developments of more than 50 lots or 5 acres, whichever is lesser, must use detailed methods for determining the BFE. This may include use of supporting A Zone modeling and the “shoreland method,” when eligible, on lakes. Exceptions to this requirement include projects that restore the site to the previous cross-sectional area, such as shore stabilization or culvert replacement projects. Base Flood Elevations (BFE) may be found using best available data from any Federal, State, or other source (including MNDNR’s Lake & Flood Elevations Online (LFEO) Viewer).

1506.2.2. The Regulatory Flood Protection Elevation (RFPE) can be determined by assuming a one-half (0.5) foot stage increase to accommodate for future cumulative impacts. A stage increase does not need to be assumed along lakes, wetlands, and other basins that are not affected by velocities.

1506.3. Encroachment Analysis.

1506.3.1. Encroachments due to development may not allow stage increases more than one-half (0.5) foot at any point, unless through a map revision following the procedures in Section 1510.1.5 and Section 1513. This evaluation must include the cumulative effects of previous encroachments and must be documented with hydrologic and hydraulic analysis performed by a professional engineer or using other standard engineering practices. A lesser water surface elevation increase than one-half (0.5) foot is required if, due to the water surface level increase, increased flood damages would potentially result.

1506.3.2. Alterations or changes that result in stage decreases are allowed and encouraged.

1506.4. Standards for the Analysis of Floodway Boundaries.

1506.4.1. Requirements for Detailed Studies. Any development, as requested by the Community Development Director, shall be subject to a detailed study to determine the Regulatory Flood Protection Elevation (RFPE) and the limits of the Floodway District. This determination must be consistent with the minimum standards for hydrologic and hydraulic mapping standards and techniques, as detailed in Minnesota Rules, part 6120.5600, Subp. 4 and FEMA Guidelines and Standards for Flood Risk Analysis and Mapping, as revised. Additionally:

1506.4.1.1. A regulatory floodway necessary to carry the discharge of the one-percent annual chance flood must be selected without increasing the water surface elevation more than one-half (0.5) foot at any point. This determination should include the cumulative effects of previous encroachments. A lesser water surface elevation increase than one-half (0.5) foot is required if, due to the water surface level increase, increased flood damages would potentially result; and

1506.4.1.2. An equal degree of encroachment on both sides of the stream within the reach must be assumed in computing floodway boundaries, unless topography, existing development patterns, and comprehensive land use plans justify a modified approach, as approved by the Department of Natural Resources.

1506.4.2. Other Acceptable Methods. For areas where a detailed study is not available or required:

1506.4.2.1. Development prohibited in floodways (e.g. most buildings) requires a floodway/flood fringe determination to verify the development is within the flood fringe. This determination must be done by a professional engineer or utilize other accepted engineering practices. The Department of Natural Resources may also provide technical assistance and must approve any alternative methods used to determine floodway boundaries.

SECTION 1507. Subdivision Standards.

1507.1. Subdivisions. All subdivided land must meet the following requirements. Manufactured home parks and recreational vehicle parks or campgrounds are considered subdivisions under this ordinance.

1507.1.1. All lots within floodplain districts must be suitable for a building site outside of the Floodway District.

1507.1.2. Subdivision of lands within the floodplain districts may not be approved if the cost of providing governmental services would impose an unreasonable economic burden on the City of Hermantown.

1507.1.3. All subdivisions must have vehicular access both to the subdivision and to the individual building sites no lower than two feet below the Regulatory Flood Protection Elevation (RFPE), unless a flood warning/emergency evacuation plan has been approved by the City of Hermantown.

1507.1.4. The Floodway and Flood Fringe District boundaries, the Regulatory Flood Protection Elevation (RFPE) and the required elevation of all access roads must be clearly identified on all required subdivision drawings and platting documents.

SECTION 1508. Public and Private Utilities, Service Facilities, Roads, Bridges and Railroads.

1508.1. Public Transportation Facilities. Railroad tracks, roads, and bridges must be elevated to the Regulatory Flood Protection Elevation (RFPE) where such facilities are essential to the orderly functioning of the area, or where failure or interruption would result in danger to public health or safety. Minor or auxiliary roads or railroads may be constructed at a lower elevation where failure or interruption of transportation services would not endanger the public health or safety. All public transportation facilities should be designed to minimize increases in flood elevations.

1508.2. Public Utilities. All utilities such as gas, electrical, sewer, and water supply systems to be located in the floodplain must be elevated and/or floodproofed to the Regulatory Flood Protection Elevation (RFPE), be located and constructed to minimize or eliminate flood damage and be designed to eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters. All public utilities should be designed to minimize increases in flood elevations. New solid waste management facilities, as defined in Minnesota Rules, part 7035.0300, are prohibited in the one-percent annual chance floodplain. Water supply systems are subject to the provisions in Minnesota Rules, part 4725.4350.

1508.3. Private On-Site Water Supply, Individual Sewage Treatment Systems, and other Service Facilities. Private facilities shall be subject to applicable provisions detailed in Section 1508.2. In addition, new or replacement on-site sewage treatment systems are to be located to avoid impairment to them or contamination from them during times of flooding, shall not be located in a designated floodway, and are subject to the provisions in Minnesota Rules, parts 7080.2270.

SECTION 1509. Manufactured Homes and Recreational Vehicles.

1509.1. Manufactured Homes. Manufactured homes and manufactured home parks are subject to applicable standards for each floodplain district. In addition:

1509.1.1. New and replacement manufactured homes must be placed and elevated in compliance with Section 1505 of this Ordinance and must be securely anchored to a system that resists flotation, collapse and lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors.

1509.1.2. New manufactured home parks and expansions to existing manufactured home parks must meet the appropriate standards for subdivisions in Section 1507 of this Ordinance.

1509.2. Recreational Vehicles. New recreational vehicle parks or campgrounds and expansions to existing recreational vehicle parks or campgrounds are prohibited in any floodplain district. Recreational vehicles placed in existing recreational vehicle parks, campgrounds or lots of record in the floodplain must either:

1509.2.1. Meet the requirements for manufactured homes in Section 1509.1, or

1509.2.2. Be travel ready, meeting the following criteria:

1509.2.2.1. The vehicle must be fully licensed.

1509.2.2.2. The vehicle must be ready for highway use, meaning on wheels or the internal jacking system, attached to the site only by quick disconnect type utilities.

1509.2.3. No permanent structural type additions may be attached to the vehicle.

1509.2.4. Accessory structures may be permitted in the Flood Fringe District, provided they do not hinder the removal of the vehicle should flooding occur, and meet the standards outlined in Section 1503 and Section 1505.3.

SECTION 1510. Administration.

1510.1. Duties. A Community Development Director or other official must administer and enforce this Ordinance.

1510.1.1. Permit Application Requirements. Permit applications must be submitted to the Community Development Director. The permit application must include the following, as applicable:

1510.1.1.1. A site plan showing all existing or proposed buildings, structures, service facilities, potential obstructions, and pertinent design features having an influence on the permit.

1510.1.1.2. Location and detail of grading, fill, or storage of materials.

1510.1.1.3. Copies of any required local, state or federal permits or approvals.

1510.1.1.4. Other relevant information requested by the Community Development Director as necessary to properly evaluate the permit application.

1510.1.2. Recordkeeping. The Community Development Director must maintain applicable records in perpetuity documenting:

1510.1.2.1. All certifications for dry floodproofing and alternative elevation methods, where applicable.

1510.1.2.2. Analysis of no-rise in the Floodway District, as detailed in Section 5.21, and encroachment analysis ensuring no more than one-half foot of rise in the General Floodplain District, as detailed in Section 1506.2.2 and Section 1506.3.1.

1510.1.2.3. Final elevations, as applicable, detailing the elevation to which structures and improvements to structures are constructed or floodproofed. Elevations shall be determined by an engineer, architect, surveyor or other qualified individual, as approved by the Community Development Director.

1510.1.2.4. Substantial damage and substantial improvement determinations, as detailed in Section 1511.1.3, including the cost of improvements, repairs, and market value.

1510.1.2.5. All variance actions, including justification for their issuance, and must report such variances as requested by the Federal Emergency Management Agency.

1510.1.3. Certificate of Zoning Compliance for a New, Altered, or Nonconforming Use. No building, land or structure may be occupied or used in any manner until a certificate of zoning compliance has been issued by the Community Development Director stating that the finished fill and building floor elevations or other flood protection measures are in compliance with the requirements of this Ordinance.

1510.1.4. Notifications for Watercourse Alterations. Before authorizing any alteration or relocation of a river or stream, the Community Development Director must notify adjacent communities. If the applicant has applied for a permit to work in public waters in accordance with Minnesota Statutes § 103G.245, this will suffice as adequate notice. A copy of the notification must also be submitted to FEMA.

1510.1.5. Notification to FEMA When Physical Changes Increase or Decrease Base Flood Elevations. Where physical changes affecting flooding conditions may increase or decrease the water surface elevation of the base flood, the City of Hermantown must notify FEMA of the changes in order to obtain a Letter of Map Revision (LOMR), by submitting a copy of the relevant technical or scientific data as soon as practicable, but no later than six months after the date such supporting information becomes available. Within the General Floodplain District, a map revision is only required if development results in stage increases greater than 0.5 feet.

1510.2. Conditional Uses and Variances

1510.2.1. Process.

1510.2.1.1. An application for a conditional use permit will be processed and reviewed in accordance with the provisions of this Ordinance.

1510.2.1.2. An application for a variance to the provisions of this Ordinance will be processed and reviewed in accordance with Minnesota Statutes § 462.357, Subd. 6(2) and this Ordinance.

1510.2.2. Additional Variance Criteria. The following additional variance criteria must be satisfied:

1510.2.2.1. Variances must not be issued within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.

1510.2.2.2. Variances from the provisions of this Ordinance may only be issued by a community upon:

1510.2.2.2.1. A showing of good and sufficient cause;

1510.2.2.2.2. A determination that failure to grant the variance would result in exceptional hardship to the applicant; and

1510.2.2.2.3. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or Ordinances.

1510.2.2.3. Variances from the provisions in this Ordinance may only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

1510.2.2.4. Variances must be consistent with the general purpose of these standards and the intent of applicable provisions in state and federal law.

1510.2.2.5. Variances may be used to modify permissible methods of flood protection, but no variance shall permit a lesser degree of flood protection than the Regulatory Flood Protection Elevation (RFPE).

1510.2.2.6. The Community Development Director must notify the applicant for a variance in writing that:

1510.2.2.6.1. The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage; and

1510.2.2.6.2. Such construction below the base flood level increases risks to life and property. Notification must be maintained with a record of all variance actions.

1510.3. Considerations for Approval. The City of Hermantown must consider all relevant factors specified in other sections of this Ordinance in granting variances and conditional use permits

1510.4. Conditions of Approval. The City of Hermantown may attach such conditions to the granting of variances and conditional use permits as it deems necessary to fulfill the purposes of this Ordinance.

1510.5. Notifications to the Department of Natural Resources.

1510.5.1. All notices of public hearings to consider variances or conditional uses under this Ordinance must be sent via electronic mail to the Department of Natural

Resources respective area hydrologist at least ten (10) days before the hearings. Notices of hearings to consider subdivisions/plats must include copies of the subdivision/plat.

1510.5.2. A copy of all decisions granting variances and conditional uses under this Ordinance must be sent via electronic mail to the Department of Natural Resources respective area hydrologist within ten (10) days of final action.

SECTION 1511. Nonconformities.

1511.1. Continuance of Nonconformities. A use, structure, or occupancy of land which was lawful before the passage or amendment of this Ordinance, but which is not in conformity with the provisions of this Ordinance, may be continued subject to the following conditions:

1511.1.1. Within the floodway and general floodplain districts (when a site has been determined to be located in the floodway following the procedures in Section 1506.3, or when the floodway has not been delineated), any expansion or enlargement of uses or structures is prohibited.

1511.1.2. Within all districts, any addition, modification, rehabilitation, repair, or alteration shall be in conformance with the provisions of this Ordinance, shall not increase the flood damage potential or increase the degree of obstruction to flood flows, and where applicable, must be protected to the Regulatory Flood Protection Elevation (RFPE).

1511.1.3. If any nonconforming structure is determined to be substantially damaged or substantially improved based on the procedures in Section 1511.2, it may not be reconstructed except in conformity with the provisions of this Ordinance. Any structures located outside the one-percent annual chance floodplain are exempt from this provision.

1511.1.4. If any nonconforming use, or any use of a nonconforming structure, is discontinued for more than one year, any future use of the premises must conform to this Ordinance.

1511.2. Substantial Improvement and Substantial Damage Determinations. Prior to issuing any permits for additions, modifications, rehabilitations, repairs, alterations, or maintenance to nonconforming structures, the Community Development Director is required to determine if such work constitutes substantial improvement or repair of a substantially damaged structure. A determination must be made in accordance with the following procedures:

1511.2.1. Estimate the market value of the structure. In the case of repairs, the market value of the structure shall be the market value before the damage occurred and before any restoration or repairs are made.

1511.2.2. Estimate the cost of the project. The property owner shall accommodate for inspection, and furnish other documentation needed by the Community Development Director to evaluate costs.

1511.2.2.1.1. Improvement costs shall be comprised of the market rate of all materials and labor, as well as the costs of all ordinary maintenance and upkeep carried out over the past one year.

1511.2.2.2. Costs to repair damages shall be comprised of the market rate of all materials and labor required to restore a building to its pre-damaged condition regardless of the work proposed, as well as associated improvement costs if structure is being restored beyond its pre-damaged condition.

1511.2.3. Compare the cost of the improvement, repairs, or combination thereof to the estimated market value of the structure, and determine whether the proposed work constitutes substantial improvement or repair of a substantially damaged structure, as defined in Section 1501 of this Ordinance.

1511.2.4. Based on this determination, the Community Development Director shall prepare a determination letter and notify the property owner accordingly. Structures determined to be substantially damaged or substantially improved may not be reconstructed except in conformity with the provisions of this Ordinance.

SECTION 1512. Violations and Penalties.

1512.1. Uses in Violation of the Ordinance. Every structure, fill, deposit, or other use placed or maintained in the floodplain in violation of this Ordinance shall be considered a public nuisance.

1512.2. Civil Remedies. The creation of a public nuisance may be enjoined and the maintenance of a public nuisance under this Ordinance may be abated by an action brought by the City of Hermantown or the Department of Natural Resources.

1512.3. Enforcement. Violations of the provisions of this Ordinance constitutes a misdemeanor and is punishable as defined by law. The Community Development Director may utilize the full array of enforcement actions available to it including but not limited to prosecution and fines, injunctions, after-the-fact permits, orders for corrective measures or a request to the National Flood Insurance Program for denial of flood insurance. The City of Hermantown must act in good faith to enforce these official controls and to correct ordinance violations to the extent possible so as not to jeopardize its eligibility in the National Flood Insurance Program.

SECTION 1513. Amendments.

1513.1. Ordinance Amendments. Any revisions to the floodplain maps by the Federal Emergency Management Agency or annexations of new map panels require an ordinance amendment to update the map references in Section 1502.2 of this Ordinance.

1513.2. Required Approval. All amendments to this Ordinance must be submitted to the Department of Natural Resources for review and approval prior to adoption, for compliance with state and federal rules and requirements. The amendments shall not be considered valid until approved.



CITY COUNCIL MEETING DATE: March 3, 2025

TO: Mayor & City Council

FROM: Alissa McClure, City Clerk

SUBJECT: Resolution Authorizing Publication of Summary Ordinance

☒ **RESOLUTION:** 2025-42

☐ **ORDINANCE:**

☐ **OTHER:**

REQUESTED ACTION

Approval of Resolution 2025-42 authorizing the publication of a summary for Ordinance 2025-09.

BACKGROUND

This resolution authorizes the publication of a summary for the aforementioned adopted ordinance, in accordance with state statutes. Publishing a summary instead of the full ordinance helps to reduce publication costs while ensuring that the public is adequately informed about the new regulations.

SOURCE OF FUNDS (if applicable)

N/A

ATTACHMENTS

Resolution
Ordinance Summary

Resolution No. 2025-42

Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending And Restating Chapter 15, Floodplain Management Regulations

WHEREAS, the City Council has adopted Ordinance No. 2025-09, an Ordinance Amending and Restating Chapter 15, Floodplain Management Regulations, of the Hermantown Zoning Code; and

WHEREAS, Minnesota Statutes Section 412.191, Subd. 4 (2024) authorizes the City Council to publish a summary of lengthy ordinances upon a four-fifths vote of its members; and

WHEREAS, the Ordinance is quite lengthy and detailed; and

WHEREAS, the City Council desires to publish a summary of the Ordinance; and

WHEREAS, a summary of the Ordinance has been prepared and attached hereto as Exhibit A; and

WHEREAS, a copy of the full text of the Ordinance is available for review at the Hermantown City Offices, 5105 Maple Grove Road, Hermantown, MN 55811 during regular business hours.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown, Minnesota, as follows:

1. That a summary attached hereto as Exhibit A of the Ordinance be published in lieu of the publication of the entire Ordinance; and

2. The City Council hereby authorizes and directs the City Administrator to publish the summary attached hereto as Exhibit A once in the Hermantown Star.

Councilor _____ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor _____, and upon a vote being taken thereon, the following voted in favor thereof:

Councilors

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted _____, 2025.

EXHIBIT A

SUMMARY OF ORDINANCE NO. 2025-09, AN ORDINANCE AMENDING AND RESTATING CHAPTER 15, FLOODPLAIN MANAGEMENT REGULATIONS, OF THE HERMANTOWN ZONING CODE

The following is the official summary of Ordinance No. 2025-09, An Ordinance Amending and Restating Chapter 15, Floodplain Management Regulations, of the Hermantown Zoning Code. Ordinance No. 2025-09 was approved by the City Council of the City of Hermantown on March 3, 2025.

The purpose of this Ordinance is to satisfy state and federal standards detailed in Minnesota Statutes, Chapter 103F; Minnesota Rules, parts 6120.5000-6120.6200 and the rules and regulations of the National Flood Insurance Program in 44 CFR 59 to 78. This Ordinance provides for the general regulations for the development in floodplains, as well as procedures guiding administrative responsibilities.

The foregoing is a summary of a lengthy and detailed Ordinance. The full text of the Ordinance is on file in the office of the City Clerk of the City of Hermantown, 5105 Maple Grove Road, Hermantown, MN 55811, during regular business hours.

If there are any inconsistencies between this summary and the full text of the Ordinance, the terms of the full Ordinance shall govern.

The Ordinance is effective upon publication of this summary.

Alissa McClure
City Clerk



CITY COUNCIL MEETING DATE: March 3, 2025

TO: Mayor & City Council

FROM: John Mulder, City Administrator

SUBJECT: IUOE Public Works Contract 2025-2027

☒ **RESOLUTION:** 2025-43 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve tentative agreement with the International Union of Operating Engineers Local 49 for January 1, 2025 through December 31, 2027.

BACKGROUND

The City and Union met four times in negotiations and in a mediation session in attempt to settle the successor labor agreement for the that expired on December 31, 2024.

SOURCE OF FUNDS (if applicable)

The costs for these positions are charged to the General Fund.

ATTACHMENTS

Resolution
Agreement

Resolution No. 2024-43

Resolution Approving Tentative Agreement And Authorizing And Directing Mayor And City Clerk To Execute And Deliver Agreements With Operating Engineers Local 49 For The Period Of January 1, 2025 Through December 31, 2027

WHEREAS, the Labor agreement between the Operating Engineers Local 49 and the City of Hermantown expires on December 31, 2024; and

WHEREAS, representatives from Operating Engineers Local 49 and the City of Hermantown have met on four occasions to negotiate a successor labor agreement; and

WHEREAS, representatives from Operating Engineers Local 49 and the City of Hermantown have met in a mediation session on February 3, 2025 in an attempt to reach a negotiated labor agreement; and

WHEREAS, as a result of the mediation session, representatives from Operating Engineers Local 49 and the City of Hermantown have reached the tentative agreement outline in the attached document.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota, as follows:

1. The City Council approves the tentative agreement authorizing the Mayor and City Clerk to Execute and Deliver Agreement with Operating Engineers Local 49 for the Period of January 1, 2025 Through December 31, 2027.

Councilor _____ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor _____, and upon a vote being taken thereon, the following voted in favor thereof:

Councilors _____

and the following voted in opposition thereto:

Councilors _____

WHEREUPON, such resolution was declared duly passed and adopted March 3, 2025.

**Tentative Agreements
As of 10/8/2024**

ARTICLE 3 CHECKOFF OF UNION DUES/~~FAIR SHARE~~

Checkoff of Union Dues. Section A. The Employer agrees to deduct from the salary of each employee who has signed an authorized payroll deduction card, a sum certified by the Financial Secretary of Local 49, which are Union dues, such deductions to be made from the payroll period ending the first half of each month, and transmit to the Financial Secretary of Local 49 (address to be supplied by the Union) the total amount with any change of employees from whose pay deductions were made. An employee may terminate his payroll deductions by written notice delivered to the Financial Secretary of Local 49, who shall forthwith transmit a copy of such termination to the City Clerk.

Section B. Effective January 1, 2026, the Employer will, upon written authorization from the individual employee, deduct from the employee the working dues assessment. These dues will be deducted at ten cents (\$.10) per hour, not to exceed forty (40) hours per week. All money collected by the Employer, as provided herein, shall be remitted, along with the reporting form which states the employee's name, last four digits of social security number, hours worked and amount of working dues owed, to the Union's office located at 2829 Anthony Lane South, Minneapolis, MN 55418 not later than last day of the month following the month in which deductions were made.

ARTICLE 11 HOLIDAYS

All employees who have been in the employment of the City of Hermantown for more than thirty (30) days shall be entitled to the following holidays:

New Year's Day	Presidents' Day
Memorial Day	Independence Day
<u>Juneteenth</u>	Labor Day
Labor Day	Veterans Day
Thanksgiving Day	Christmas Eve Day
Christmas Day	Two (2) Floating Holidays

Article 12

Section 3. The City will provide an accident and sickness program on the following basis. Effective with the first day of accident and the eighth day of illness, with a maximum of twenty-six (26) weeks for each incident, the insurance shall pay an amount equal to fifty percent (50%) of the employee's normal weekly salary based on forty (40) hours worked

~~or \$150 per week, whichever is greater.~~ Said policy shall coordinate with the municipality's sick leave program to insure that an employee shall receive not less than his normal weekly take home pay during any period of accident or illness.

Article 16

Section 5. ~~Employees shall be called out by the Public Works Director or Lead Employee for after hours and weekend work.~~

Article 18

NOTE: ~~Upon the separation of employment by Glen Liebel, the lead position will be eliminated.~~

Section 2. ~~Employees shall be called out by the Street Superintendent for after hours and weekend work.~~

Article 19

~~Employees shall be reimbursed for meals up to forty dollars (\$40.00) per day, provided it is a reasonable amount, including tax and gratuity but excluding alcohol, with receipts.~~

Section 3. ~~Effective 1/1/2016, Glen Liebel will be designated as the Lead Public Works employee. The Lead Public Works employee will be paid \$3.00 per hour above the top rate of pay. This lead rate is listed in the wage scale as Lead rate.~~

~~The Lead Public Works position will have the use of a City Vehicle. In case of vacancy in this position, the City will have the right to appoint a person without consideration of seniority.~~

~~This provision will be no longer be in effect and will be deleted upon the separation of employment of Glen Liebel.~~

10/22/2024

ARTICLE 10 VACATIONS

Section 1. ~~Full-time employees shall be entitled to a paid vacation based upon service in the prior year and shall become eligible for vacation pay only upon completion of one (1) year's continuous service.~~

Employees shall become eligible to use accrued vacation time upon successful completion of probationary period.

Annual leave shall be earned as follows:

		<u>Hours per pay Period</u>
During the 1st year of employment	.42 days/mo.	
During the 1st 2nd through 4 th year of employment	.83 days/mo.	<u>3.08</u>
During the 5 th through 9 th year of employment	1.25 days/mo.	<u>4.62</u>
During the 10 th year through the 14 th year of employment	1.67 days/mo.	<u>6.15</u>
During the 15 th through the 19 th year of employment	2.08 days/mo.	<u>7.69</u>
During and after the 20 th year of employment	2.5 days/mo.	<u>9.23</u>

ARTICLE 20: PENSION

CENTRAL PENSION FUND

The City of Hermantown agrees to participate in the Central Pension Fund of the International Union of Operating Engineers and Participating Employers ("Central Pension Fund") in accordance with the terms of the Restated Agreement and Declaration Trust of the Central Pension, the Plan of Benefits, and this Memorandum of Understanding.

1. Minnesota Statute § 356.24, Subd. 1(10) expressly authorizes the Employer to contribute public funds to the Central Pension Fund as a supplemental pension plan for the employees of a governmental subdivision who are covered by a collective bargaining agreement that provides for such coverage.
2. Sections 4.1 of the Restated Agreement and Declaration of Trust of the Central Pension Fund and 13.01 of the Plan of Benefits only permits Employer Contributions to the Fund.
3. The Parties agree that the agreed upon Employee Allocation amount that would otherwise be paid in salary or wages will be contributed instead to the CPF as a pre-tax Employer contribution. Contributions from the Employer will not be funded from any other source unless agreed upon by the parties. (Employer contributions may also be in the form of an Employee Allocation.)
4. The hourly contribution rate will be applied to every hour compensated (i.e. hours worked, vacation, holiday and sick time) except for overtime hours worked. The

Employer shall remit this contribution directly to the Central Pension Fund at P.O. Box 418433 Boston, MA 02241-8433.

5. A contribution of \$4.80 per straight time hours compensated prevents annual Central Pension Fund contributions on behalf of eligible Employees from exceeding \$10,000.00 in a year and therefore complies with the limitations set forth under Minnesota Statute, §356.24, Subd. 1(10) as amended.
6. For purposes of determining future wage rates, the Employer shall first restore the amount of the Employee Allocation, which is currently the CPF contribution rate of \$2.40 per hour, then reduce the revised wage by the Central Pension Fund contribution rate.
7. For purposes of calculating overtime compensation, the Employer shall first restore the amount of the Employee Allocation of \$2.40 per hour then apply the applicable 1.5 wage multiplier required under the Fair Labor Standards Act (FLSA) and the Collective Bargaining Agreement, then pay the resulting amount for overtime worked.
8. The Parties agree that the Public Employees Retirement Association (PERA) interprets Employer contributions to the Central Pension Fund as being included in determining "salary" for the purposes of the public pension.
9. The parties agree to abide by the terms and conditions of the Restated Agreement and Declaration of Trust and the Plan of Benefits of the Central Pension Fund.
10. Effective 1/01/2025 the contribution rate equals \$2.40 per straight time hour compensated.
11. Members, by majority vote, may change the contribution rate at any time during the life of the Collective Bargaining Agreement. The Union and Employer will work together to implement member approved changes as soon as is practicable.

12/3/2024

Article 19 Amend as follows:

Section 5. Training Center. The City agrees to contribute ~~\$0.40~~ \$0.20 per hour per employee to the Local 49 Training Center for each year of the contract. The City will also contribute \$0.05 per hour per employee to the National Local 49 Training Center. The City may select which employees will attend the training center based on the training needs of the City. Any request from an employee to attend the training center during regular work hours require the approval of the Public Works Director. Any employee that desire to attend the Training Center on vacation or personal time will not require approval of the Public Works Director. All training center contributions will be made by the city on all hours worked or paid, excluding hour paid out as part of a retirement or severance payout. This section will automatically be terminated and be removed from the contract on December 31, ~~2024~~ 2027

Duration: Change all dates to reflect a contract from 1/1/2025 to 12/31/2027

Wages

All wages are effective on January 1, of the respective year.

	Start	12	24	36	48	60	72	84	96
	1	2	3	4	5	6	7	8	9
2025	27.96	28.94	29.93	30.45	30.96	32.02	33.18	34.51	35.88
2026	28.93	29.95	30.98	31.52	32.04	33.14	34.34	35.71	37.14
2027	29.95	31.00	32.06	32.62	33.16	34.30	35.55	36.96	38.44

From the side letter of July 2024

1. Employees will move to the next step, if applicable, on the first day of the pay period following their anniversary date of each year until they reach Step 9 of their respective Grade.
2. Employees hired after July 7, 2024 will be placed at the appropriate step based on the contract language at the time of hire on the date of hire and will move to the next step based on the first day of the pay period following their anniversary date until the reach Step 9 of their respective Grade.

Article 18

Section 4. Special license pay. Employees who have worked for the city at least 4 years and possess a Class B Commercial Driver's license or better will receive an additional amount per hour. Specialty pay would apply all hours worked.

2025 \$0.60 per hour

2026 \$0.85' per hour

2027 \$0.90 per hour

In 2025, the following employees will be placed on the steps indicated below on the first day of the pay period following their anniversary date, and proceed to the next step(s) in subsequent years on their anniversary date.

Greg Heinbuch	Step 7
Drake Condon	Step 6
Teodoro Rangel	Step 4



CITY COUNCIL MEETING DATE: March 3, 2025

TO: Mayor & City Council

FROM: John Mulder, City Administrator

SUBJECT: NorthStar Ford Arena – Change Order Numbers 16, 17, & 18 (KA Change Order #5)

☒ **RESOLUTION:** 2025-44

☐ **ORDINANCE:**

☐ **OTHER:**

REQUESTED ACTION

Approve Change Order Numbers 16, 17, & 18 (KA Change Order #5) for the NorthStar Ford Arena in the Amount of \$103,441.29.

BACKGROUND

Kraus Anderson is recommending a number of change orders for the construction of NorthStar Ford Arena. The first one is to create a more stable anchors for the goals. The Second is to put a ledge or “drink rail” on the railing around the entire sheet of ice along the walking track. And the third is to provide additional data and power locations to accommodate the low voltage and audio-visual equipment around the arena.

Each change order is described in greater detail in the attached documentation.

This work will be done under KA’s contract and is funded from the owner’s contingency. It does not change the overall budget.

SOURCE OF FUNDS (if applicable)

Arena Project Fund - Contingency

ATTACHMENTS

Resolution
Change Orders

Resolution No. 2025-44

**Resolution Approving Change Order Numbers 16, 17, & 18 (KA Change Order #5) For
The NorthStar Ford Arena In The Amount Of \$103,441.29**

WHEREAS, the City of Hermantown has contracted with Kraus Anderson Construction Company (KA) for construction management services for the NorthStar Ford Arena (“Project”); and

WHEREAS, the City of Hermantown has contracted with Damberg, Scott, Gerzina, Wagner Architects, INC, “DSGW”, Inc (DSGW) for architectural services for the Project, and

WHEREAS, the City Council awarded various scopes to contractors and then assigned those contracts to KA

WHEREAS, KA and DSGW recommend Change Orders No. 16, 17, & 18 for:

Change Order #	Descriptions	Cost
	KA charges	\$4,045.61
16	Rink Floor Goal Frame Anchors	\$4,410.00
17	Additional Drink Rail	\$46,642.68
18	Additional Data and Power Locations	\$48,343.00
	TOTAL	\$103,441.29

WHEREAS, Kraus Anderson Construction Company (KA) has recommended such Change Orders No. 16, 17, & 18 for (“Project”) and

WHEREAS, the necessary documentation for the change order is on file and available for inspection.

WHEREAS, the City Administrator has reviewed the change order and recommends approval.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota as follows:

1. Change Orders No. 16, 17, & 18 (KA Change Order #5) are hereby approved.
2. The City is hereby authorized and directed to pay to Kraus Anderson the sum of \$103,441.29 which is the amount represented on Change Orders No. 16, 17, & 18.

Councilor _____ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor _____ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors _____

and the following voted in opposition thereto:

Councilors _____

WHEREUPON, such resolution has been duly passed and adopted March 3, 2025.

2000 West Superior Street, Suite 101
 Duluth, MN 55806

Owner Change Order

Project: 2222026- Hermantown Hockey Arena Addition
 4309 Ugstad Road
 Hermantown, MN 55811

To (Contractor): Kraus-Anderson Construction Company
 2000 West Superior Street, Suite 101
 Duluth, MN 55806

Contract Number: 2222026- Hermantown Hockey
 Arena Addition

Change Order #: 5

Change Order Date : 02/17/25

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Item	COR #	Description	Amount
270-		KA Add-Ons (Insurances, P&P Bonds, Fee, etc)	Add: \$4,045.61
1	57.00	RFI 67 Rink Floor Goal Frame Anchors	Add: \$4,410.00
3	61.00	Additional Drink Rail	Add: \$46,642.68
6	65.00	ASI 18 New Data and Power Locations	Add: \$48,343.00
Total For Change Order:			5 Add: \$103,441.29

The original Contract Sum was	\$13,055,590.00
The net change by previously authorized Change Orders was	\$256,858.09
The Contract Sum prior to this Change Order was	\$13,312,448.09
The Contract Sum will be increased by this Change Order	\$103,441.29
The new Contract Sum will be	\$13,415,889.38

The Contract time will be increased by 0 days.

The Date of Substantial Completion as of the date of this Change Order therefore is 12/31/2025

Note: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

Authorized By Owner:

City of Hermantown
 5105 Maple Grove Road
 Hermantown, MN 55811

By: _____

Date: _____

Accepted By Contractor:

Kraus-Anderson Construction Company
 2000 West Superior Street, Suite 101
 Duluth, MN 55806

By: _____

Date: _____

Architect/Engineer:

DSGW Architects
 2 West First Street, Suite 201
 Duluth, MN 55802

By: _____

Date: _____



Kraus-Anderson Construction Company
2000 West Superior Street, Suite 101 , Duluth, MN 55806

January 27, 2025

John Mulder
City of Hermantown
5105 Maple Grove Road
Hermantown, MN 55811

Reference: Hermantown Hockey Arena Addition
KA Project No.: 2222026-
COR No. 57.00 RFI 67 Rink Floor Goal Frame Anchors

Dear John:

In response to the above referenced COR No. 57.00, Kraus-Anderson Construction Company proposes to complete the necessary Work associated with RFI 67 Rink Floor Goal Frame Anchors per attached documentation provided herein. Our cost to complete this additional work is an **ADD** of FOUR THOUSAND FIVE HUNDRED EIGHTY-NINE AND 49 / 100 Dollars (\$4,589.49).

This proposal assumes that all outstanding proposals previously submitted will be accepted. This proposal is valid for a period of fourteen (14) days.

Please contact the undersigned should you have any questions concerning the above proposal.

Very truly yours,

Kraus-Anderson Construction Company

Max Vergeldt
Project Manager

Enclosure

Cc: Eric Lagergren, DSGW Architects



KRAUS-ANDERSON®
Construction Company

Project: Hermantown Hockey Arena Addition

Location: Hermantown, MN

Project Number: 2222026-

Project Manager: Max Vergeldt

Date:

COR: 57.00

Description: RFI 67 Rink Floor Goal Frame Anchors

Phase Code	Description	Subcontractor Name	Material	Labor	Subcontractors	Est Totals
13.1800.00.	Ice Rinks Labor	St. Cloud Refrigeration, Inc.	0.00	0.00	4,410.00	4,410.00
	Subtotal		0.00	0.00	4,410.00	4,410.00
01.5214.00.	Copy/Postage/Supplies	0.08%	3.53	0.00	0.00	3.53
01.5230.20.	Telephone - Mobile Phone	0.09%	3.75	0.00	0.00	3.75
01.7950.00.	Warranty Reserve	0.15%	6.63	0.00	0.00	6.63
90.9000.00.	Umbrella Liability Insurance	0.95%	42.36	0.00	0.00	42.36
91.2000.00.	Builders Risk	0.20%	8.90	0.00	0.00	8.90
92.1000.00.	Performance/Payment Bond	0.60%	26.54	0.00	0.00	26.54
	Subtotal		91.71	0.00	4,410.00	4,501.71
	Fee	1.95%				87.78
	Total Construction Costs					4,589.49

NorthStar Ford Arena

SCR Inc.

Date : 1/16/25

Project Manager: Justin Zembo

PCO #: 57

PR/SI #

COST SUMMARY

Description	Cost	Notes/Attachments
Labor Total	\$ -	(Auto Fill from Sub-Total Below)
Taxable Materials and Equipment Total	\$ -	(Auto Fill from Sub-Total Below)
Tax Exempt Materials Total	\$ -	<<< Provide Sales/Use Tax Total
Self Performed Subtotal	\$ -	
10% Overhead and Profit	\$ -	(10% is the max fee allowed on CO's)
Self Performed Total	\$ -	
Subcontractors	\$ 4,200.00	Auto Fill from Sub-Total Below
5% Overhead and Profit on Subs	\$ 210.00	(5% is the max allowed on subcontractors)
Subcontractor Total	\$ 4,410.00	
TOTAL COST OF CHANGE	\$ 4,410.00	

Signature: Justin Zembo

Contractor acknowledges no other Costs associated with this PCO.

PROVIDE DETAIL BREAKDOWN BELOW:

Labor By Task		Qty	Unit	Unit Cost	Total Cost
					\$ -
					\$ -
					\$ -
					\$ -
Sub-Total					\$ -
Materials and Equipment By Task		Qty	Unit	Unit Cost	Total Cost
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Sub-Total					\$ -
Sub-Contractor Proposals		Description of Work			Total Cost
Rink Tec		installation of goal frame sockets			\$ 4,200.00
					\$ -
					\$ -
					\$ -
Sub-Total		(Attach Sub-Contractor Proposals)			\$ 4,200.00



KRAUS-ANDERSON®
Construction Company

2000 West Superior Street, Suite 101
Duluth, MN 55806

Request For Proposal

Project:	2222026- Hermantown Hockey Arena Addition 4309 Ugstad Road Hermantown, MN 55811	PCO #:	57
		Date:	01/09/2025
To:	Joe Roberts, Becker Arena Products, Inc. Justin Zembro, St. Cloud Refrigeration, Inc.		

Please provide a cost breakdown in accordance with the Contract Documents and a Summary for the Change described herein and on the attachments (if any) listed. All responses are required within seven (7) days.

This is not an authorization to proceed with the work described herein unless and until approved by the Owner. On approval, this change will be included in a Change Order, which will provide the formal Contract Change.

DESCRIPTION OF PROPOSAL:

Please provide pricing for any changes/revisions to your scope of work per the attached RFI 67 response regarding the anchors for the Rink Floor Goal Frames.

Attachments: RFI 67

☐ We have reviewed the PCO and acknowledge that it is a "no change" item and does not affect our completion date.

Signed By: _____ Date: _____

Company Name: _____

RFI detail

#67 Rink Floor Goal Frame Anchors (Marsh Pegs)



Status	<div><div></div>Closed</div>
Created on	Dec 20, 2024 by Justin Zembo
RFI type	RFI with Consultants
Ball in court	Justin Zembo
Answered	Jan 7, 2025 by Max Vergeldt (Kraus-Anderson Construction Company)

Question

We would like to propose adding imbedded Marsh Peg sockets to the rink floor system for securing the goal nets. We would like B32 to weigh in on this and provide their preferred product, location, and method of installation.

Official response

Scott Hennen: Proposal request will need to be issued to SCR and Rink Tec to provide a two sets of Stainless steel goal post anchors for a cast in place installation prior to concrete placement. Anchor installs shall be coordinated with dasher board manufacturer and protected during the concrete placement, greased, and exposed after curing. Becker Arena Products to provide pricing for flexible goal post pegs unless they are Owner provided. See attached example details and specification for the Proposal Request.

By Max Vergeldt (Kraus-Anderson Construction Company) - Jan 7, 2025, 10:28 AM CST

Official response attachments

[PROPOSAL REQUEST INFORMATION - RFI 67.PDF](#), Dec 31, 2024, 10:18 AM CST











Impact

Cost impact	-
Schedule impact	-




Other attributes

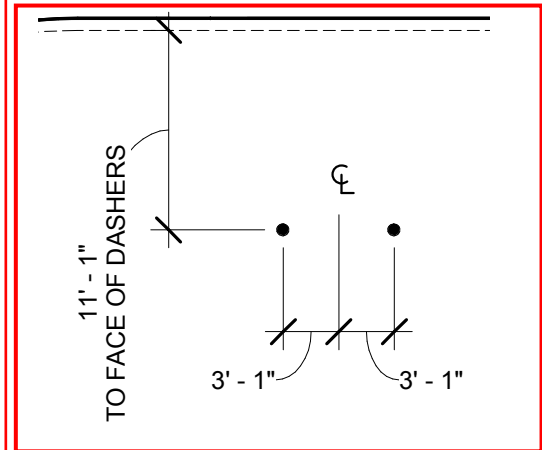
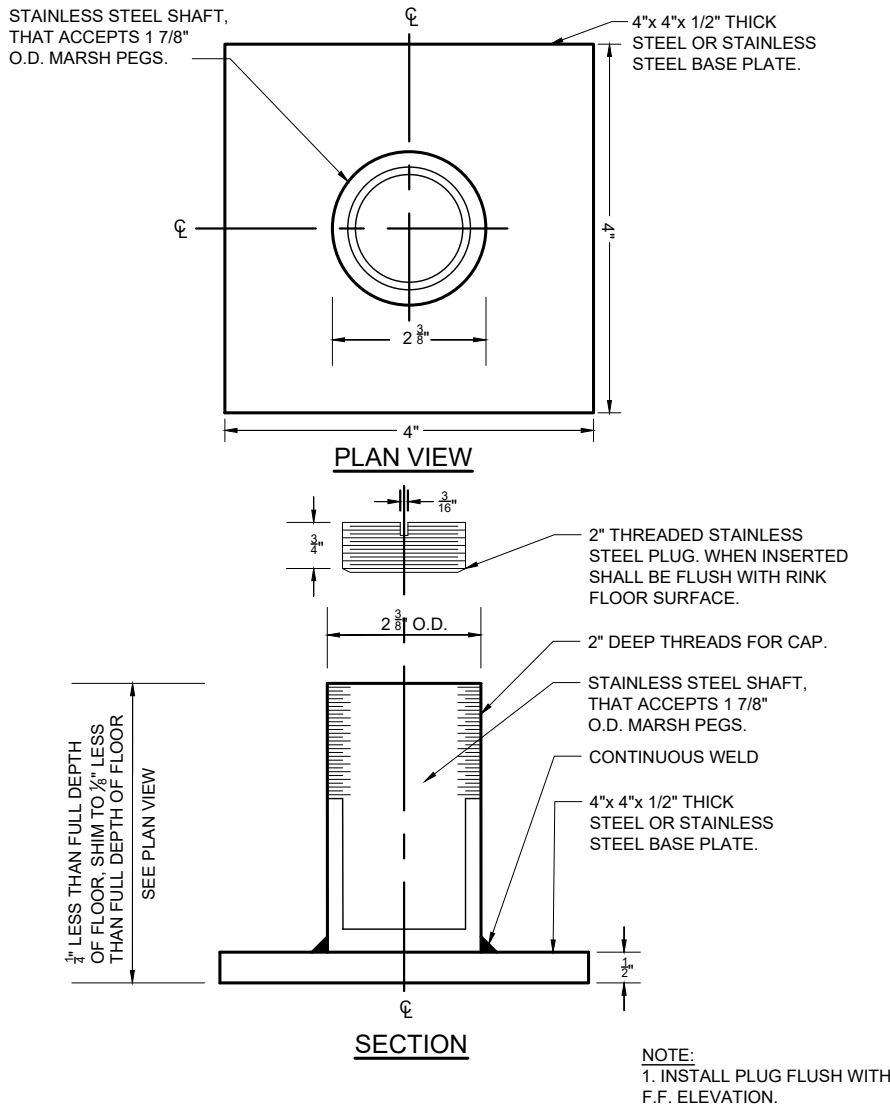
Priority	-
----------	---

Discipline	-
Category	-
Location	-
Location details	-
External id	-
Co-reviewer(s)	<div> Scott Hennen</div>
Responsible Subcontractor	-

Activities	By	At
<div>Max Vergeldt changed the status from  Open Answered to  Closed set Ball in court to Justin Zembo changed the watchers to Allison Coffman (Kraus-Anderson Construction Company), Dawn Rowan (DSGW Architects), Justin Zembo, KA Quality Manager</div>	Max Vergeldt	Jan 9, 2025, 1:14 PM CST
<div>Eric Lagergren changed the status from  Open Answered to  Open Answered Official response: Scott Hennen: Proposal request will need to be issued to SCR and Rink Tec to provide a two sets of Stainless steel goal post anchors for a cast in place installation prior to concrete placement. Anchor installs shall be coordinated with dasher board manufacturer and protected during the concrete placement, greased, and exposed after curing. Becker Arena Products to provide pricing for flexible goal post pegs unless they are Owner provided. See attached example details and specification for the Proposal Request. changed the official response attachment to: PROPOSAL REQUEST INFORMATION - RFI 67.PDF. set Ball in court to Max Vergeldt (Kraus-Anderson Construction Company)</div>	Eric Lagergren	Jan 7, 2025, 10:28 AM CST
<div>Scott Hennen changed the status from  Open In Review to  Open Answered set Ball in court to Eric Lagergren (DSGW Architects)</div>	Scott Hennen	Dec 31, 2024, 10:18 AM CST
<div>Scott Hennen added a response: Proposal request will need to be issued to SCR and Rink Tec to provide a two sets of Stainless steel goal post anchors for a cast in place installation prior to concrete placement. Anchor installs shall be coordinated with dasher board manufacturer and protected during the concrete placement, greased, and exposed after curing. Becker Arena Products to provide pricing for flexible goal post pegs unless they are Owner provided. See attached example details and specification for the Proposal Request. added the response attachment to: PROPOSAL REQUEST INFORMATION - RFI 67.PDF.</div>	Scott Hennen	Dec 31, 2024, 10:18 AM CST
<div>Max Vergeldt changed the status from  Open In Review to  Open In Review set Ball in court to Scott Hennen</div>	Max Vergeldt	Dec 23, 2024, 10:25 AM CST
<div>Max Vergeldt changed the status from  Open Waiting for Submission to  Open In Review changed the due date to Dec 26, 2024 set Ball in court to Eric Lagergren (DSGW Architects) changed the ID to 67 changed the watchers to Allison Coffman (Kraus-Anderson Construction Company), Dawn Rowan (DSGW Architects), KA Quality Manager</div>	Max Vergeldt	Dec 23, 2024, 10:25 AM CST

changed the **co-reviewer(s)** to **Scott Hennen**

changed the question to <i>We would like to propose adding imbedded Marsh Peg sockets to the rink floor system for securing the goal nets. We would like B32 to weigh in on this and provide their preferred product, location, and method of installation.</i>	Max Vergeldt	Dec 23, 2024, 10:24 AM CST
changed the question to <i>We would like to propose adding imbedded Marsh Peg sockets to the rink floor system for securing the goal nets. We would like B32 to weigh in on this and provide their preferred method of installation.</i>	Max Vergeldt	Dec 23, 2024, 10:24 AM CST
Justin Zembo changed the status from  Draft to  Open Waiting for Submission changed the due date to Dec 27, 2024 set Ball in court to Max Vergeldt (Kraus-Anderson Construction Company)	Justin Zembo	Dec 20, 2024, 1:36 PM CST
Justin Zembo created this RFI in  Draft status and set Ball in court to Justin Zembo .	Justin Zembo	Dec 20, 2024, 1:35 PM CST



2.11 FLOOR INSERTS

- A. Furnish and install floor inserts as detailed on the drawings and for the quantity shown. Inserts shall be designed for 4,000-pound load in any direction.
- B. Plug Materials: Furnish and install threaded plugs for each insert. The plug material for goal post inserts shall be 303 stainless steel.
- C. Insert Materials: As shown on the drawings. If not shown, then material shall be 303 stainless steel inserts.
- D. Base Plate Material: 303 Stainless steel or carbon steel.
- E. Wrench: Furnish two plug wrenches. Each wrench shall have a minimum shaft length of 6", a minimum handle length 10" and designed to fit insert plugs. Wrench shall be constructed of coated steel or equal.
- F. Flexible goal post pegs will be provided by the dasher board manufacturer. Verify peg dimensions prior to manufacturing floor inserts.



Kraus-Anderson Construction Company
2000 West Superior Street, Suite 101 , Duluth, MN 55806

February 05, 2025

John Mulder
City of Hermantown
5105 Maple Grove Road
Hermantown, MN 55811

Reference: Hermantown Hockey Arena Addition
KA Project No.: 2222026-
COR No. 61.00 Additional Drink Rail

Dear John:

In response to the above referenced COR No. 61.00, Kraus-Anderson Construction Company proposes to complete the necessary Work associated with Additional Drink Rail per attached documentation provided herein. Our cost to complete this additional work is an **ADD** of FORTY-EIGHT THOUSAND FIVE HUNDRED FORTY-ONE AND 14 / 100 Dollars (\$48,541.14).

This proposal assumes that all outstanding proposals previously submitted will be accepted. This proposal is valid for a period of fourteen (14) days.

Please contact the undersigned should you have any questions concerning the above proposal.

Very truly yours,

Kraus-Anderson Construction Company

Max Vergeldt
Project Manager

Enclosure

Cc: Eric Lagergren, DSGW Architects



KRAUS-ANDERSON®
Construction Company

Project: Hermantown Hockey Arena Addition

Location: Hermantown, MN

Project Number: 2222026-

Project Manager: Max Vergeldt

Date:

COR: 61.00

Description: Additional Drink Rail

Phase Code	Description	Subcontractor Name	Material	Labor	Subcontractors	Est Totals
05.0000.00.	Steel Supply Change Orders	JRK Steel	0.00	0.00	4,026.68	4,026.68
08.4100.00.	Aluminum Frames & Glazing Lat	Mesabi Glass, Window And Door, Inc	0.00	0.00	14,931.00	14,931.00
12.3000.00.	Casework & Countertops Labor	St. Germain's Cabinet, Inc.	0.00	0.00	27,685.00	27,685.00
	Subtotal		0.00	0.00	46,642.68	46,642.68
01.5214.00.	Copy/Postage/Supplies	0.08%	37.31	0.00	0.00	37.31
01.5230.20.	Telephone - Mobile Phone	0.09%	39.68	0.00	0.00	39.68
01.7950.00.	Warranty Reserve	0.15%	70.08	0.00	0.00	70.08
90.9000.00.	Umbrella Liability Insurance	0.95%	448.06	0.00	0.00	448.06
91.2000.00.	Builders Risk	0.20%	94.15	0.00	0.00	94.15
92.1000.00.	Performance/Payment Bond	0.60%	280.74	0.00	0.00	280.74
	Subtotal		970.02	0.00	46,642.68	47,612.70
	Fee	1.95%				928.44
	Total Construction Costs					48,541.14

Proposal

JRK Steel Inc.



North Star Arena PCO 061 | January 31, 2025

JRKSteel.com

Overview	<p>Proposal overview</p> <p>Project: North Star Arena PCO 061</p> <p>Location: Duluth, MN</p> <p>Valid until: 3/2/2025</p>
Sections	<p>Sections included</p> <p>--- Add Bent Plates at drink rail. Re-detail Rails.</p>
Items	<p>Items included and not included</p> <p>Included: Priming</p> <p>Included: Standard Delivery</p> <p>Included: Fasteners (JRK Work Only)</p> <p>Not Included: Installation</p> <p>Not Included: Field Measurement</p>
Price	<p>Total price</p> <p>Base Bid: \$3,698.27</p> <p>Tax: \$328.41</p> <p>Total: \$4,026.68</p>
Terms	<p>Terms & Conditions</p> <p>--- Price is valid for 30 days</p> <p>--- All steel to receive 1 coat of shop primer</p> <p>--- Change orders will not be delivered until approved to bill</p> <p>--- Payment to JRK STEEL INC is the responsibility of the customer & is NOT contingent upon payment from the owner. Payment is due for all materials (Including Joist & Deck) Within 30 days of delivery.</p> <p>--- This price is valid if Shop drawings are approved within 30 days of submittal</p> <p>--- Signed proposal is required if approved</p>
Signature	<p>Sign and return if approved</p> <hr/>

brayden@jrksteel.com | 218-576-9809

5900 Main St, Duluth, MN 55807



PROPOSAL

510 W 25th Street
Hibbing, MN 55746
218-262-2010
FAX 218-262-2010

PROPOSAL SUBMITTED TO: Allison – Kraus Anderson

JOB NAME: Northstar Arena – PCO 61
DATE: January 16, 2025

Includes: Adding new drink rail glass as shown on PCO 61 Plans
Caulking to hold glass in Dato
Installation

Note: The Dato in the countertop will have to be deeper than 1/2" for more of the glass to be recessed into it. The caulk alone will not hold it in.

Total: \$ 14,931.00

We hereby propose to furnish labor and materials—complete in accordance with the above specifications, for the sum of: with payment to be made as follows: Payable upon completion. All materials are guaranteed to be as specified. All work to be completed in a manner according to standard practices. Any alteration of deviation from the above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control, unless specified above. Interior trim work is the responsibility of others. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____ Chris Anderson

Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Quoted prices are for installation in openings prepared by others unless specified otherwise.*

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED:

Signature _____

Date _____

Signature _____



Change Order

Order#: 2

Order Date: 01/30/2025

To: Kraus Anderson - Duluth
3716 Oneota Street
Duluth MN 55807

Project: 53430
NorthStar Ford Arena LAB
4309 Ugstad Rd
Hermantown MN 55811

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract.

Plans Attached ☐

Ordered By: 189 Christian Heifner

Customer Order:

Specifications Attached ☐

Description of Work	Amount
ADD 240 Walking Track Drink Rail	21,610.00
Install	6,075.00

Notes

PCO 61 - 240 Walking Track
ADD Corain Drink Rail w/subcore
Provided & Installed by St Germain's
please note: excludes glass insert - provided & installed by others

Negative changes will lower the overall contract price requiring no additional payment by owner.

Requested Amount of Change

\$27,685.00

The original Contract Sum was	\$26,565.00
Net change by previous Change Orders	\$1,184.93
The Contract Sum prior to this Change Order	\$27,749.93
The Contract Sum will be changed by this Change Order	\$27,685.00
The new Contract Sum including this Change Order will be	\$55,434.93
The Contract Time will be changed by	0 Days

Owner: _____ Date: _____

Contractor: _____ Date: _____



KRAUS-ANDERSON®
Construction Company

2000 West Superior Street, Suite 101
Duluth, MN 55806

Request For Proposal

Project:	2222026- Hermantown Hockey Arena Addition 4309 Ugstad Road Hermantown, MN 55811	PCO #:	61
		Date:	01/15/2025
To:	Chris Anderson, Mesabi Glass, Window And Door, Inc. Josh Gardow, Red Cedar Steel Erectors, Inc. Scott Maniak, St. Germain's Cabinet, Inc. Brayden Bruckelmyer, JRK Steel		

Please provide a cost breakdown in accordance with the Contract Documents and a Summary for the Change described herein and on the attachments (if any) listed. All responses are required within seven (7) days.

This is not an authorization to proceed with the work described herein unless and until approved by the Owner. On approval, this change will be included in a Change Order, which will provide the formal Contract Change.

DESCRIPTION OF PROPOSAL:

Please provide pricing to expand the extents of the solid-surface top cap at the walking track guardrail per the attached diagram.

Attachments: Drink Rail Addition Diagram

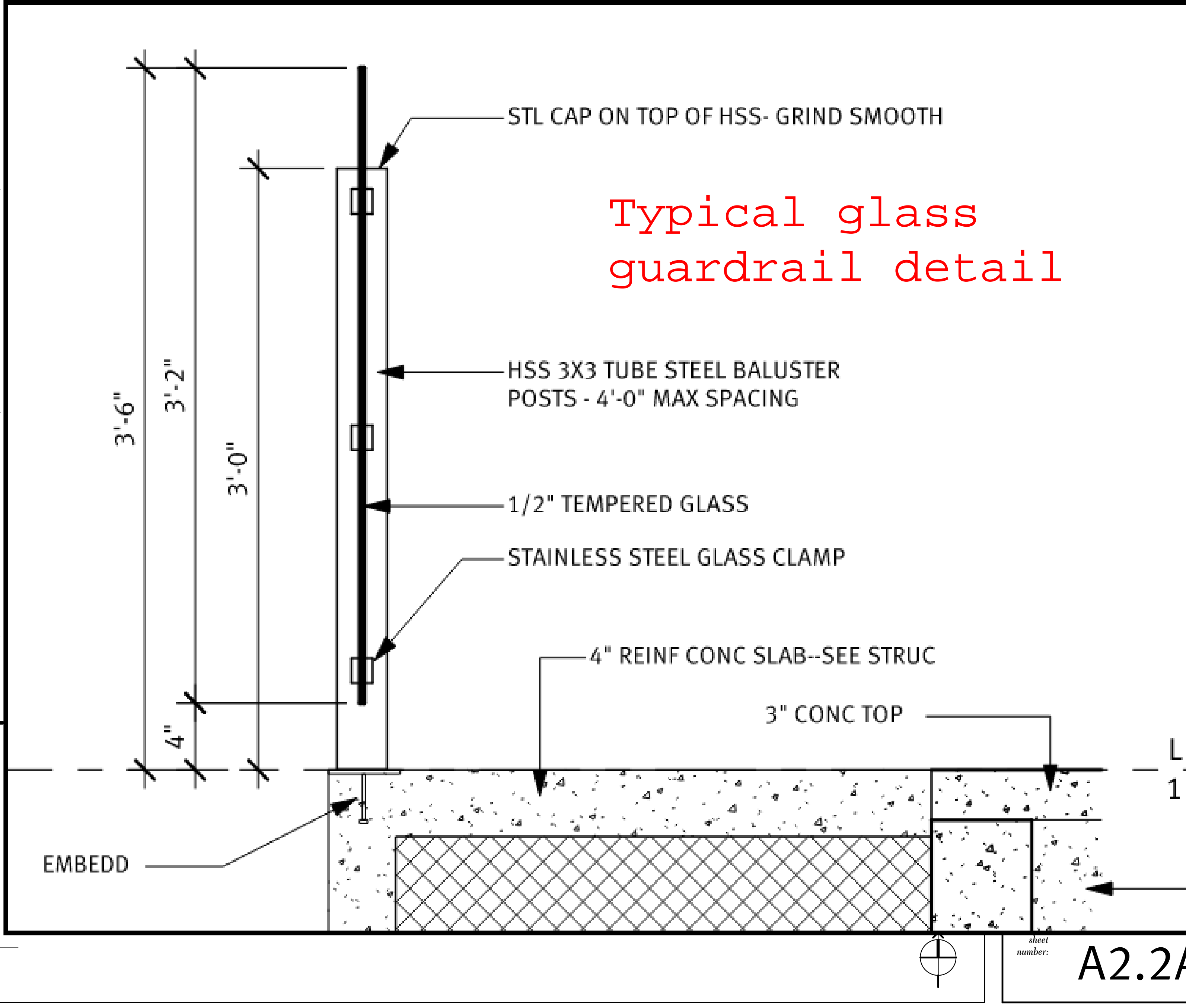
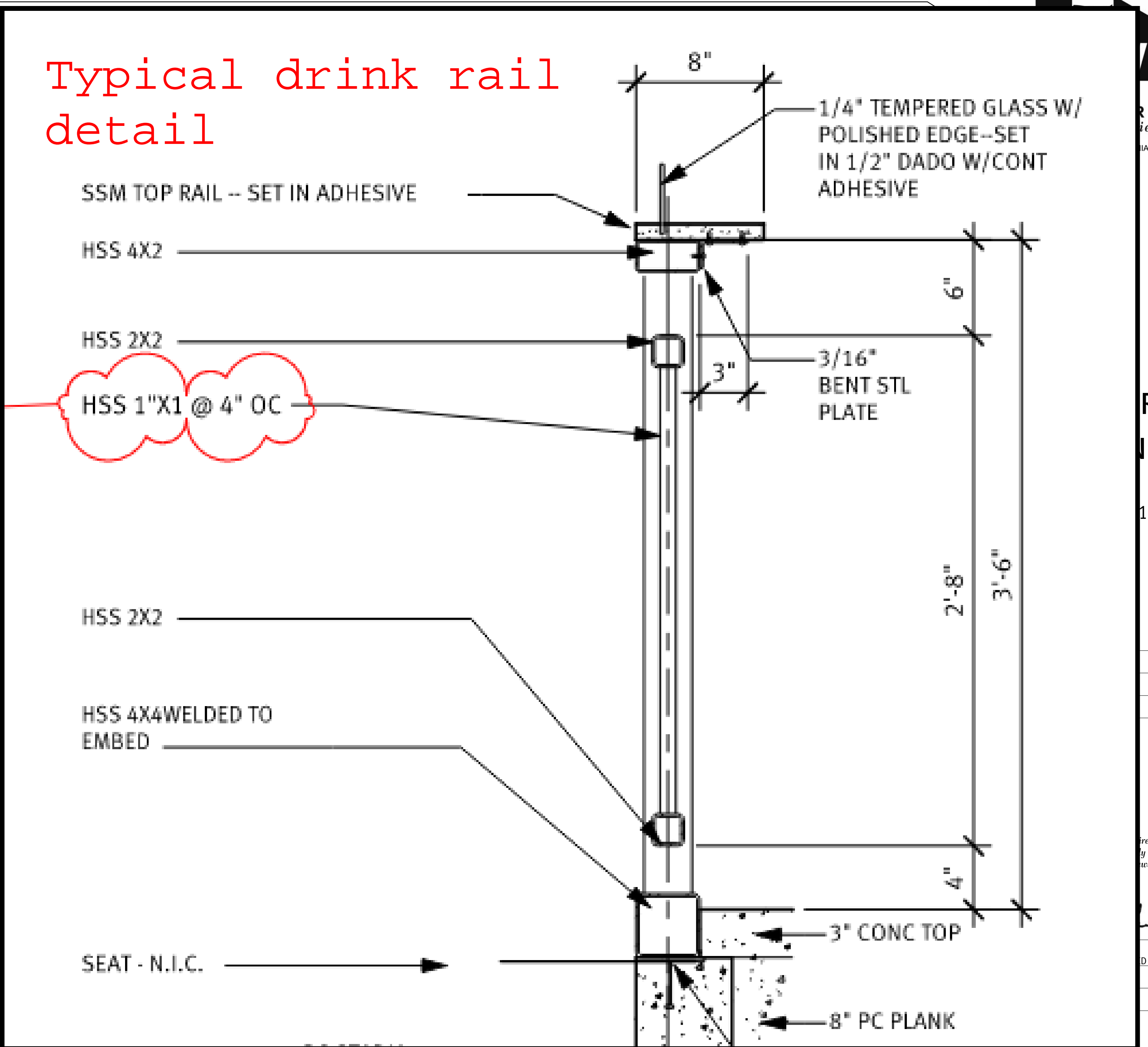
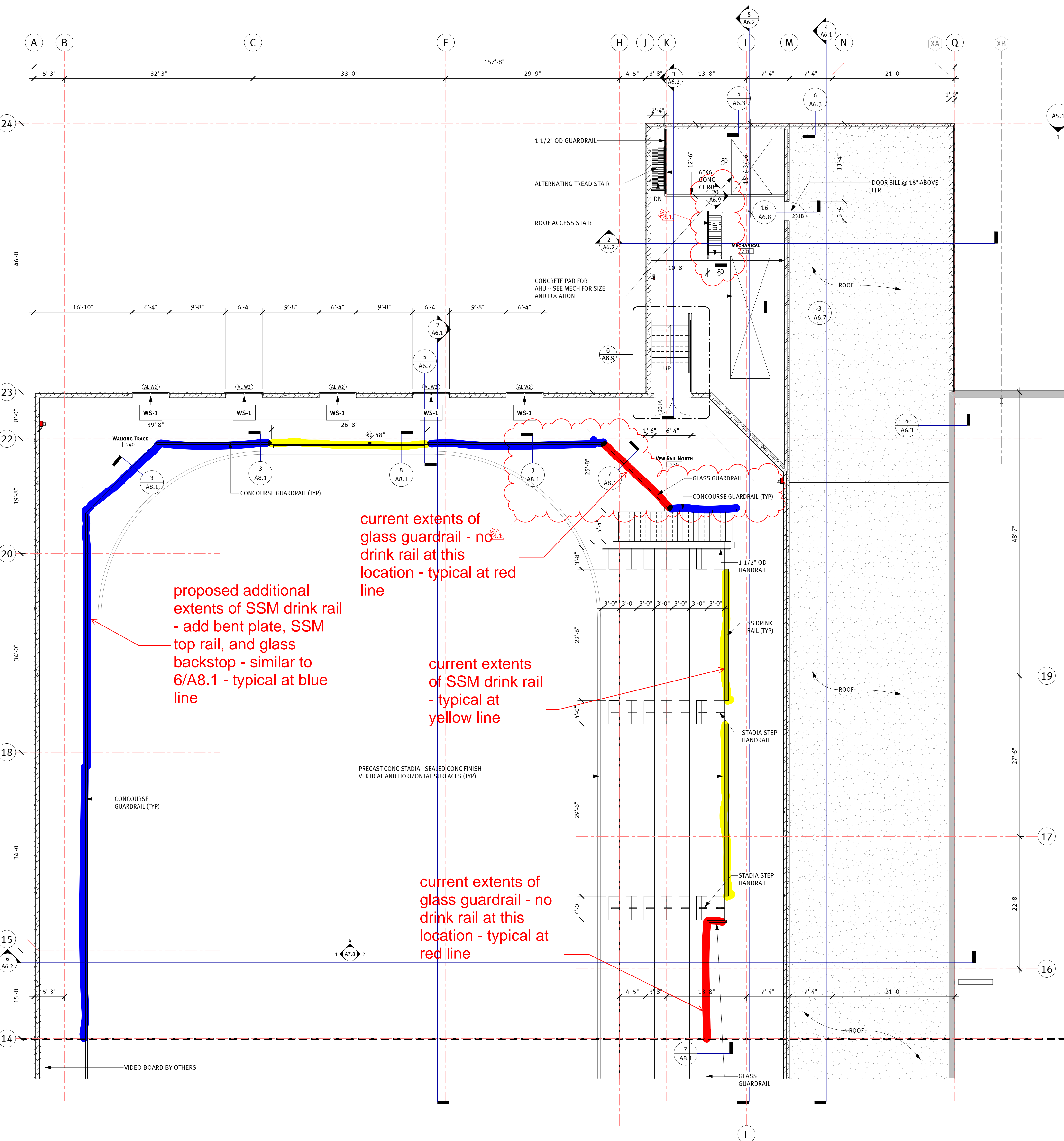
☐ We have reviewed the PCO and acknowledge that it is a "no change" item and does not affect our completion date.

Signed By: _____ Date: _____

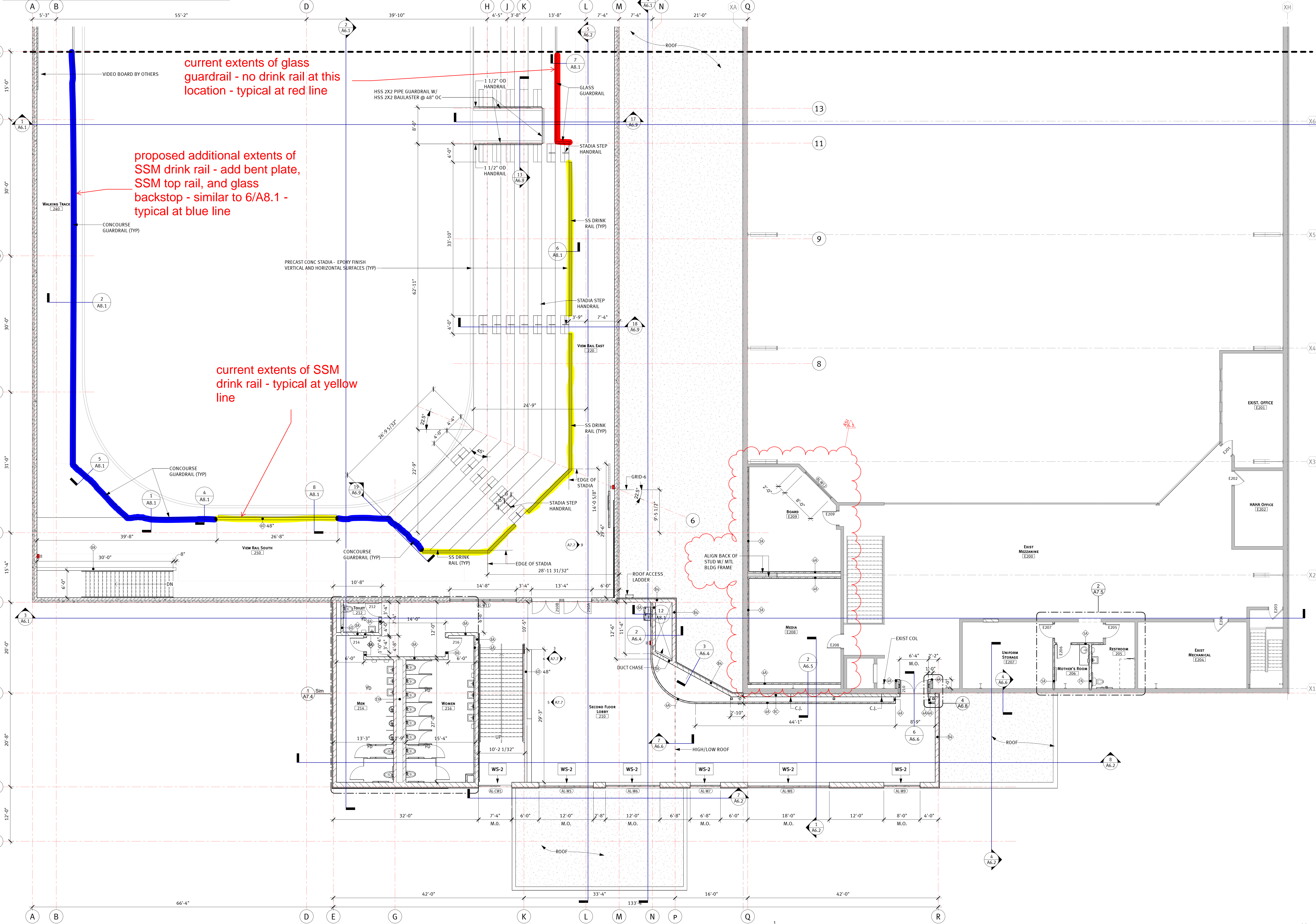
Company Name: _____

FLOOR PLAN GENERAL NOTES	
NO.	DESCRIPTION
A	INTERIOR DIMENSIONS ARE TO FINISHED FACE OF STUD WALL, FACE OF MASONRY WALLS, TO CENTERLINE OF COLUMNS OR TO OTHER GRID POINTS UNLESS OTHERWISE NOTED. DIMENSIONS LABELED AS CLEAR OR CLR INDICATE MINIMUM DISTANCE TO FINISHED FACE OF WALLS. DIMENSIONS ARE TO FINISHED FACE OF EXISTING WALLS IF APPLICABLE.
B	ALL INTERIOR DOOR FRAMES TO BE 4" FROM ADJACENT WALL OR CENTERED BETWEEN WALLS UNLESS OTHERWISE NOTED.
C	FURNITURE & EQUIPMENT SHOWN IS FOR REFERENCE ONLY AND IS NOT INCLUDED IN THE CONTRACT.
D	COORDINATE SIZE AND LOCATION OF ALL DUCT AND SHAFT OPENINGS IN WALLS AND FLOORS WITH MEP CONSULTANT.
E	FIRE RATINGS ARE INDICATED ON THE LIFE SAFETY PLAN.

FLOOR PLAN NOTES



FLOOR PLAN GENERAL NOTES	
NO.	DESCRIPTION
A	INTERIOR DIMENSIONS ARE TO FINISHED FACE OF STUD WALL, FACE OF MASONRY WALLS, TO CENTERLINE OF COLUMNS OR TO OTHER GRID POINTS UNLESS OTHERWISE NOTED. DIMENSIONS LABELED AS CLEAR OR CLR INDICATE MINIMUM DISTANCE TO FINISHED FACE OF WALLS. DIMENSIONS ARE TO FINISHED FACE OF EXISTING WALLS IF APPLICABLE.
B	ALL INTERIOR DOOR FRAMES TO BE 4" FROM ADJACENT WALL OR CENTERED BETWEEN WALLS UNLESS OTHERWISE NOTED.
C	FURNITURE & EQUIPMENT SHOWN IS FOR REFERENCE ONLY AND IS NOT INCLUDED IN THE CONTRACT.
D	COORDINATE SIZE AND LOCATION OF ALL DUCT AND SHAFT OPENINGS IN WALLS AND FLOORS WITH MEP CONSULTANT.
E	FIRE RATINGS ARE INDICATED ON THE LIFE SAFETY PLAN.



2ND FLOOR PLAN AREA B
1/8" = 1'-0"

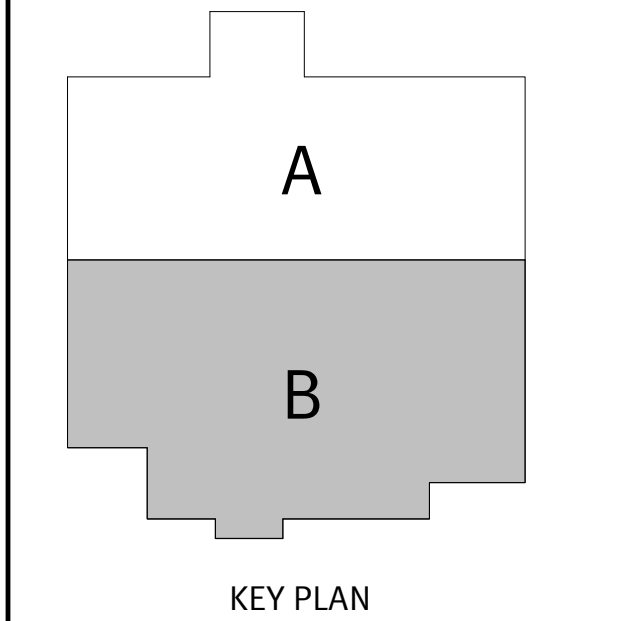
NORTHSTAR FORD ARENA 4309 UGSTAD RD HERMANTOWN, MN 55811

project #: 022058.00
date: 1/7/2025 2:22:05 PM
drawn by: EVC, JMG, AR
checked by: EWL, JEE

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the state of Minnesota.

signature: *John E. Erickson*
printed name: JOHN E. ERICKSON, NCARB, LEED AP
reg. #: 24199
sign date: 06/14/2024

revision / issue	no.	date
BP#1 ADD	2	2024/05/17
BP#2 ADD	2	2024/07/09
ASI	3.1	2024/09/19
ASI	3.3	2024/09/26
ASI	4	2024/09/30
ASI	6	2024/10/02
ASI	13	2024/11/1
ASI	6.1	2025/01/06





Kraus-Anderson Construction Company
2000 West Superior Street, Suite 101 , Duluth, MN 55806

January 27, 2025

John Mulder
City of Hermantown
5105 Maple Grove Road
Hermantown, MN 55811

Reference: Hermantown Hockey Arena Addition
KA Project No.: 2222026-
COR No. 65.00 ASI 18 New Data and Power Locations

Dear John:

In response to the above referenced COR No. 65.00, Kraus-Anderson Construction Company proposes to complete the necessary Work associated with ASI 18 New Data and Power Locations per attached documentation provided herein. Our cost to complete this additional work is an **ADD** of FIFTY THOUSAND THREE HUNDRED TEN AND 66 / 100 Dollars (\$50,310.66).

This proposal assumes that all outstanding proposals previously submitted will be accepted. This proposal is valid for a period of fourteen (14) days.

Please contact the undersigned should you have any questions concerning the above proposal.

Very truly yours,

Kraus-Anderson Construction Company

Max Vergeldt
Project Manager

Enclosure

Cc: Eric Lagergren, DSGW Architects



KRAUS-ANDERSON®
Construction Company

Project: Hermantown Hockey Arena Addition

Location: Hermantown, MN

Project Number: 2222026-

Project Manager: Max Vergeldt

Date:

COR: 65.00

Description: ASI 18 New Data and Power Locations

Phase Code	Description	Subcontractor Name	Material	Labor	Subcontractors	Est Totals
26.0000.05.	Electrical Labor	Hunt Electric Corporation	0.00	0.00	43,343.00	43,343.00
96.2000.00.	KA Contingency	Kraus-Anderson Construction Comp	5,000.00	0.00	0.00	5,000.00
	Subtotal		5,000.00	0.00	43,343.00	48,343.00
01.5214.00.	Copy/Postage/Supplies	0.08%	38.67	0.00	0.00	38.67
01.5230.20.	Telephone - Mobile Phone	0.09%	41.12	0.00	0.00	41.12
01.7950.00.	Warranty Reserve	0.15%	72.63	0.00	0.00	72.63
90.9000.00.	Umbrella Liability Insurance	0.95%	464.40	0.00	0.00	464.40
91.2000.00.	Builders Risk	0.20%	97.57	0.00	0.00	97.57
92.1000.00.	Performance/Payment Bond	0.60%	290.97	0.00	0.00	290.97
	Subtotal		6,005.36	0.00	43,343.00	49,348.36
	Fee	1.95%				962.30
	Total Construction Costs					50,310.66

Allowance to cover potential rework, saw cutting, etc. due to timing of change.

Summary: Costs to expand data and power networks to support Owner's audio/visual systems.



7900 Chicago Avenue S
Bloomington, MN 55420
651-646-2911

January 24th, 2025

Max Vergeldt
Kraus Anderson Construction
2000 West Superior Street, Suite 101
Duluth, MN 55806

RE: NorthStar Ford Arena – PCO-065 Electrical Pricing

Hunt Electric is pleased to provide the following pricing for electrical work associated with PCO-065

▪ MATERIAL:	\$5,882.00
▪ LABOR:	\$18,014.00
▪ TOOLS AND EQUIPMENT:	\$908.00
▪ LOW-VOLTAGE SUBCONTRACTOR:	\$15,294.00
▪ OH&P:	\$3,245.00
▪ FINAL PRICE:	\$43,343.00

CLARIFICATIONS AND EXCLUSIONS:

- Additional quoted electrical work is as detailed in ASI-18 CMTA summary provided by Andrew Carlson.
- Please see attached Low-Voltage subcontractor's quotation.
- This proposal is based on work occurring during normal working hours 7:00 A.M. – 3:30 P.M.

Our pricing is based on today's commodity prices. Due to the COVID-19 pandemic and the volatility of the current market we cannot hold pricing of materials. Fluctuations in material prices, either up or down, may produce a change order to the project. It is also unknown what the availability of materials will be and what this impact will be going forward. While Hunt Electric and its subcontractors will make every reasonable effort to provide delivery of materials to meet the current schedule of this project, it is expected that there may be delays in the shipments of materials which could affect the completion date of this project. Labor availability is also a potential concern, as the full pandemic impact is unknown. We will need to evaluate labor and schedule impact at the time of the award for the project. We reserve the right to seek additional time, additional compensation or other appropriate relief if impacts arise due to these developments.

Please, contact me with any questions you may have at (218) 830-9936.

Sincerely,

HUNT ELECTRIC CORPORATION

A handwritten signature in black ink, appearing to read 'James Monroe', is written over a horizontal line.

JAMES MONROE – OPERATIONS MANAGER



Proposed Change Order

Duluth Office

4330 West 1st Street, Suite B
Duluth, Minnesota 55807

Contract Name: HUNT MSAC507371

Contract #: MSAC507371

Project Name: 15927-ARS-NorthStar Ford Arena - Bid Pa

Project #: MN-LU242-15927

Client PCO #: PCO 65 ASI-18 Add Data and HDMI

Client Address:

Work Description

Provide 13 Dual Cat 6 data drops and 1 Cat 6 Data drop

Modify 4D datas to 3 and Add HDMI

Add 2 Additional HDMI connections

Others to provide back boxes and Conduit Stubs

Proposed Change Order

Duluth Office

4330 West 1st Street, Suite B
Duluth, Minnesota 55807

Client Address:

Contract Name: HUNT MSAC507371

Contract #: MSAC507371

Project Name: MN-LU242-15927

Project #: 15927-ARS-NorthStar Ford Arena - Bid Packag

Client PCO #: PCO 65 ASI-18 Add Data and HDMI

Itemized Description

Description	Qty	Net Price U	Total Mat. \$	Labor U	Total Hours
2-1/2"Loop	80.000	121.51 C	97.21	0.120 E	9.600
CABLE TEST - 4 PR (DATA)	27.000	0.08 E	2.16	0.080 E	2.160
PATCH PNL - RACK MNT 48-PT 2-U IDC>T568A/B CAT6	1.000	385.00 E	385.00	6.000 E	6.000
MOD OUTLET - RJ45 CAT6 T568A BLU	27.000	6.80 E	183.60	0.200 E	5.400
CATEGORY 5E/6 ENDS	8.000	2.00 E	16.00	0.180 E	1.440
1G FACEPLATE - DIRECT 1-MOD MNT WHT	1.000	3.00 E	3.00	0.120 E	0.120
1G FACEPLATE - DIRECT 2-MOD MNT WHT	13.000	3.00 E	39.00	0.080 E	1.040
CBL - CMP CAT6 UTP BLU	5,800.000	328.00 M	1,902.40	6.000 M	34.800
HDMI Transmitter with cat 6 and Patch cords	4.000	795.00 E	3,180.00	3.000 E	12.000
Totals	5,961.000		5,808.37		72.560

Proposed Change Order

Duluth Office

4330 West 1st Street, Suite B
Duluth, Minnesota 55807

Client Address:

Contract Name: HUNT MSAC507371

Contract #: MSAC507371

Project Name: MN-LU242-15927

Project #: 15927-ARS-NorthStar Ford Arena - Bid Packag

Client PCO #: PCO 65 ASI-18 Add Data and HDMI

Summary

Extension Materials				%	Total		
Database Material					5,808.37		
Material Adjustment					290.42		
Total Extension Material Cost					6,098.79		
Material Markup				10.00	609.88		
Total Extension Material						6,708.67	
Labor	Hours	Rate	Sub Total	%	Total		
Field Labor							
242 LV Journeyman Technician Limited Energy (1st Shift)	72.560	93.81	6,806.85				
Total Field Labor					6,806.85		
Indirect Labor							
Project Manager	7.256	95.00	689.32				
Total Indirect Labor					689.32		
Total Labor Cost					7,496.17		
Labor Markup				10.000	772.47		
Total Labor						8,268.64	
Equipment	Qty	Duration	Cost/Unit	Tax %	OH %	MU %	Total
Small Tools	79.816	1.000	1.00	0.000	0.000	0.000	79.82
Total Equipment							79.82
Sub Total 1							15,293.67
Sub Total 2							15,293.67
Final Adj					0.002		0.33
Total Adjustments							0.33
Selling Price							15,294.00
Tax							0.00
Total							15,294.00

Contractor Certification

Name: _____

Date: _____

Signature: _____

I hereby certify that this quotation is complete and accurate based on the information provided

Proposed Change Order

Duluth Office
4330 West 1st Street, Suite B
Duluth, Minnesota 55807

Client Address:

Contract Name: HUNT MSAC507371
Contract #: MSAC507371
Project Name: MN-LU242-15927
Project #: 15927-ARS-NorthStar Ford Arena - Bid Packag
Client PCO #: PCO 65 ASI-18 Add Data and HDMI

Client Acceptance

PCO #:	PCO 65
Final Amount:	\$ 15,294.00
Name:	<hr/>
Date:	<hr/>
Signature:	<hr/>
Change Order #:	<hr/>

I hereby accept this quotation and authorize the contractor to complete the above described work

Work Description



KRAUS-ANDERSON®
Construction Company

2000 West Superior Street, Suite 101
Duluth, MN 55806

Request For Proposal

Project: 2222026-
Hermantown Hockey Arena Addition
4309 Ugstad Road
Hermantown, MN 55811

PCO #: 65

Date: 01/17/2025

To: James Monroe, Hunt Electric Corporation

Please provide a cost breakdown in accordance with the Contract Documents and a Summary for the Change described herein and on the attachments (if any) listed. All responses are required within seven (7) days.

This is not an authorization to proceed with the work described herein unless and until approved by the Owner. On approval, this change will be included in a Change Order, which will provide the formal Contract Change.

DESCRIPTION OF PROPOSAL:

Please provide pricing for any changes/revisions to your scope of work per the attached ASI 18 regarding New Data and Power Locations.

Attachments: ASI 18 dated 1.14.25

☐ We have reviewed the PCO and acknowledge that it is a "no change" item and does not affect our completion date.

Signed By: _____ Date: _____

Company Name: _____

ASI Architects Supplemental Instructions



Project Name NorthStar Ford Arena
Project No 022058.00
Project Address 4309 Ugstad Road
Owner City of Hermantown
Contractor Name Kraus Anderson

ASI No 18

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgment that there will be no change in the Contract Sum or Contract Time.

If these supplemental instructions cause a change in the Contract Sum or Contract Time, submit a Proposal Request to the Architect for review and comment. DO NOT PROCEED with the Work until the Proposal Request is approved by the Architect.


ASI Date
1/14/2025

ASI Title
New Data and Power Locations

ASI Description

See attached CMTA Supplemental Instructions ASI-18 dated January 14, 2025 for new data and power locations.

ASI Attachments

- 1  2023232_Hermantown Arena_ELEC ASI-18.pdf
- 2
- 3

SUPPLEMENTAL INSTRUCTIONS – ASI-18

Date	01/14/2025
Project #	2023232
Project Name	Northstar Ford Arena
Project Location	Hermantown, MN
Description	New Data and Power Locations

The work shall be carried out in accordance with the following supplemental instruction issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the work in accordance with these instructions indicates your acknowledgment that there will be no change in the Contract Sum or Contract Time.

Drawings

ITEM NO. 1 E3.1A – First Floor Plan Area A – Power & Systems

- A. Added notes T9, T11 and W13 to sheet notes.
- B. Added switch-controlled ceiling mounted duplex receptacle along with associated switches to Boys Varsity Locker 131.
- C. Added 2D, 1HDMI ceiling data receptacle with T9 keynote to Boys Varsity Locker 131.
- D. Added ceiling mounted duplex receptacle with keynote W13 to Boys Varsity Locker 131.
- E. Added 1D wall data receptacle to Boys Varsity Locker 131.
- F. Modified 4D port in Coach 133 to 3D, HDMI.
- G. Added keynote T11 to data port in Coach 133.

ITEM NO. 2 E3.1B – First Floor Plan Area B – Power & Systems

- A. Added notes T9, T10 and W13 to sheet notes.
- B. Added switch-controlled ceiling mounted duplex receptacle along with associated switches to Boys Varsity Locker 131.
- C. Added 2D, 1HDMI ceiling data receptacle with keynote T9 to Girls Varsity Locker 129.
- D. Added ceiling mounted duplex receptacle with keynote W13 to Girls Varsity Locker 129.
- E. Added one duplex receptacle and one 2D data receptacle to Hallway 120.
- F. Added five sets of one duplex receptacle and one 2D data receptacle (total five each) to Lobby 110.
- G. Added one duplex receptacle and one 2D data receptacle to Concessions 111.
- H. Modified 4D port in Coach 127 to 3D, HDMI.
- I. Added keynote T10 to data port in Coach 127.

ITEM NO. 3 E3.2A – Second Floor Plan Area A – Power & Systems

- A. Added poke-thru floor box PB1 with keynote W14 to walking path plan west of center ice, above scorekeeper box.
- B. Added Floor Box Schedule to sheet.
- C. Added keynote W14 to sheet notes.

ITEM NO. 4 E3.2B – Second Floor Plan Area B – Power & Systems

- A. Added three sets of one duplex receptacle and one 2D data receptacle (total three each) to Second Floor Lobby 210.
- B. Added one duplex receptacle and one 2D data receptacle to View Rail South 250.

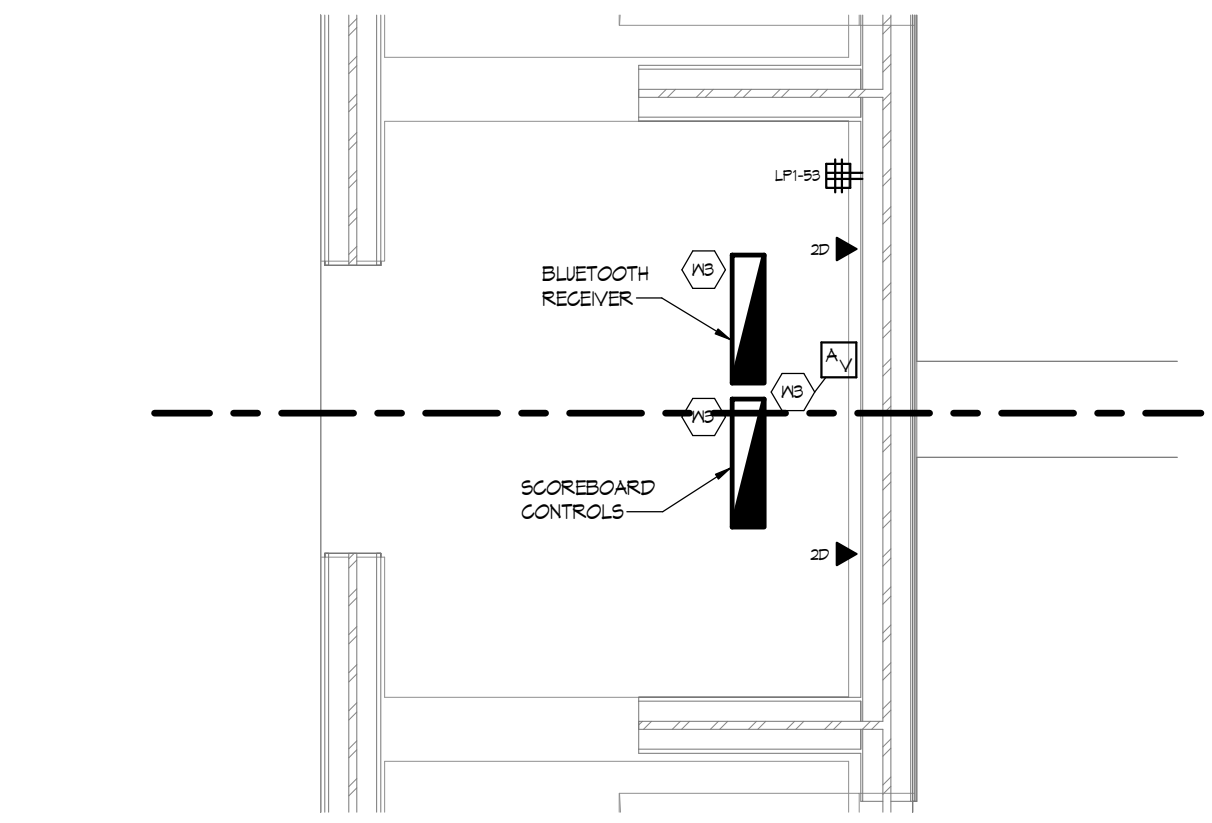
ITEM NO. 5 E8.3 – Electrical Schedules

- A. Utilized eight 20A/1P breakers in LP-2 for new receptacles.
- B. Utilized two 20A/1P breakers in LP-1 for new floor box.

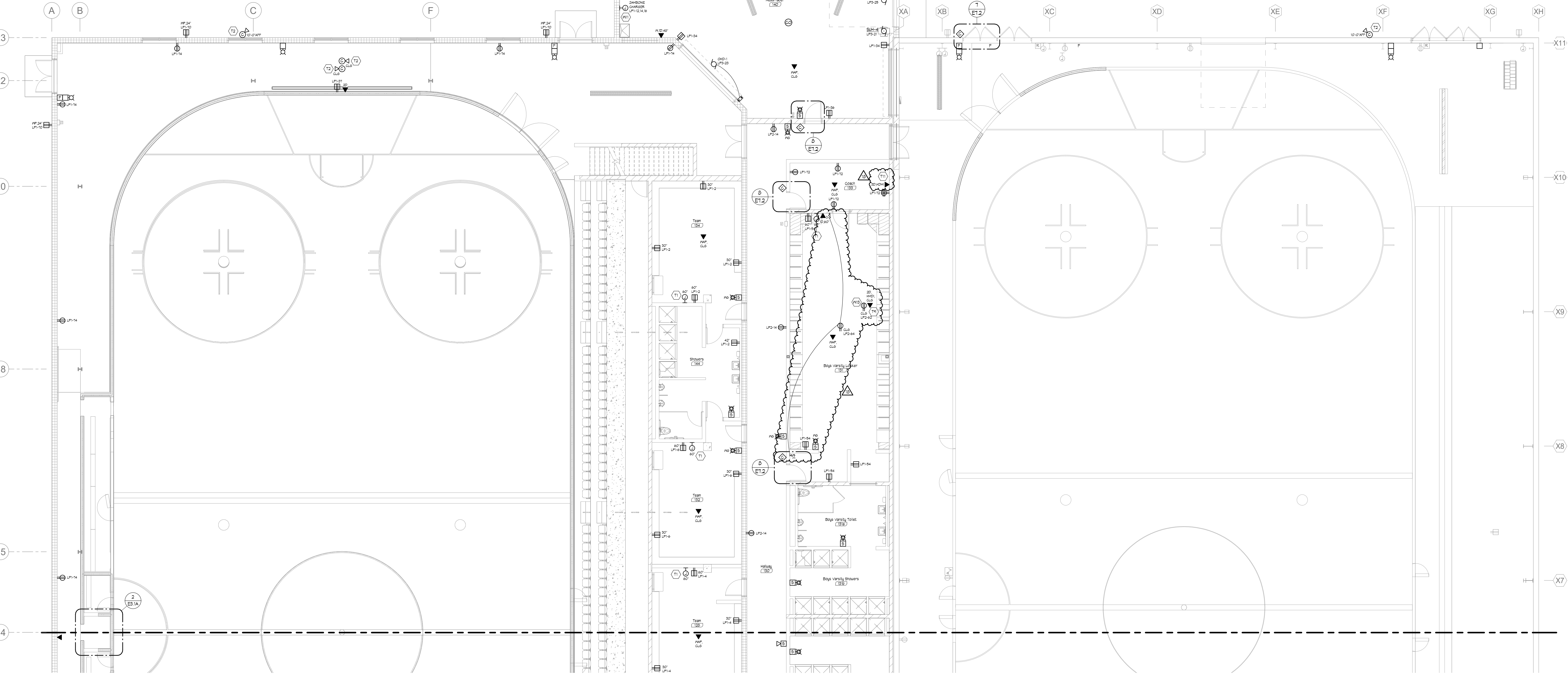
Respectfully,
CMTA

Andrew Carlson

Attachment(s): Sheets



2 SCOREKEEPER BOX ENLARGED PLAN - POWER
SCALE: 1/2" = 1'-0"



1 FIRST FLOOR PLAN AREA A - POWER
SCALE: 1/8" = 1'-0"

- SHEET NOTES**
- T1 PROVIDE SINGLE GANG BOX WITH 3/4" G. TO CABLE TRAY FOR SAME CLOSET
 - T2 EG SHALL PROVIDE ROUGH-IN, CONDUIT, AND GATE CABLE TO CAMERA LOCATION SHOWN. COORDINATE PATH TO CAMERA OFFICE (1) DATA CONNECTION RUN TO DATA CLOSET
 - T3 (1) DATA CONNECTION AND (1) HDMI TO BOYS VARSITY LOCKER (1) COORDINATE ROUGH-IN REQUIREMENTS WITH OWNER
 - T4 (2) DATA CONNECTIONS TO DATA CLOSET, (1) DATA CONNECTION AND (1) HDMI TO BOYS VARSITY LOCKER (1) COORDINATE ROUGH-IN REQUIREMENTS WITH OWNER
 - T5 PROVIDE HARD WIRED CONNECTION FOR HEAT TRACE, SIMILAR TO EASY HEAT PER 1024 FOR ADIABATIC COOLER SUPPLY LINE
 - T6 CONFIRM FINAL LOCATION AND MEDIA CONFIGURATION OF PROJECTOR LOCATION WITH OWNER
 - T7 COORDINATE TV PROJECTOR LOCATION WITH OWNER PRIOR TO ROUGH-IN

**NorthStar
Ford Arena**
4309 Ugstad Rd
Hermantown, MN 55811

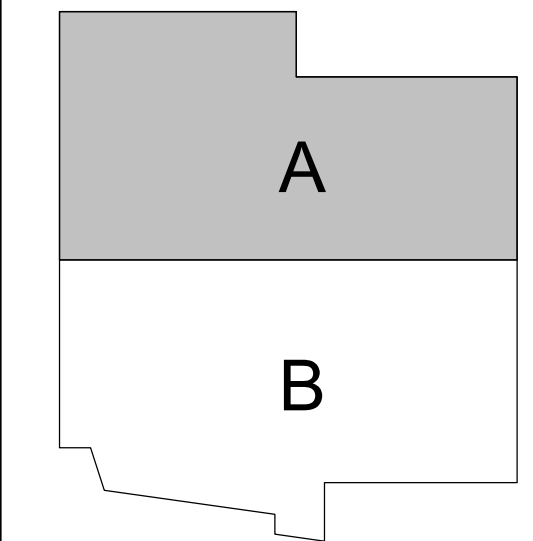
project #: 2023232
date: 1/14/2025 2:40:33 PM
drawn by: Andrew Carlson
checked by: Andrew Bartsch

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

signature: *Andrew Bartsch*
printed name: Andrew Bartsch
reg. #: 48775
sign date: 06/28/2024

CONFORMANCE SET

revision / issue	no.	date
ASI-18	18	01/14/25
BP-2 ADD #2	3	07/09/24
BP-2 ADD #3	3	07/15/24
ASI-2		08/26/24



KEY
PLAN
FIRST FLOOR
PLAN AREA A -
POWER &
SYSTEMS

sheet title:
sheet number:


E3.1A



4309 Ugstad Rd
Hermantown, MN 55811

project #: 2023232
date: 1/14/2025 2:40:39 PM
drawn by: Andrew Carlson
checked: Andrew Bartsch
by:

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

signature: 
printed name: Andrew Bartsch
reg. #: 48775
sign date: 06/28/2024

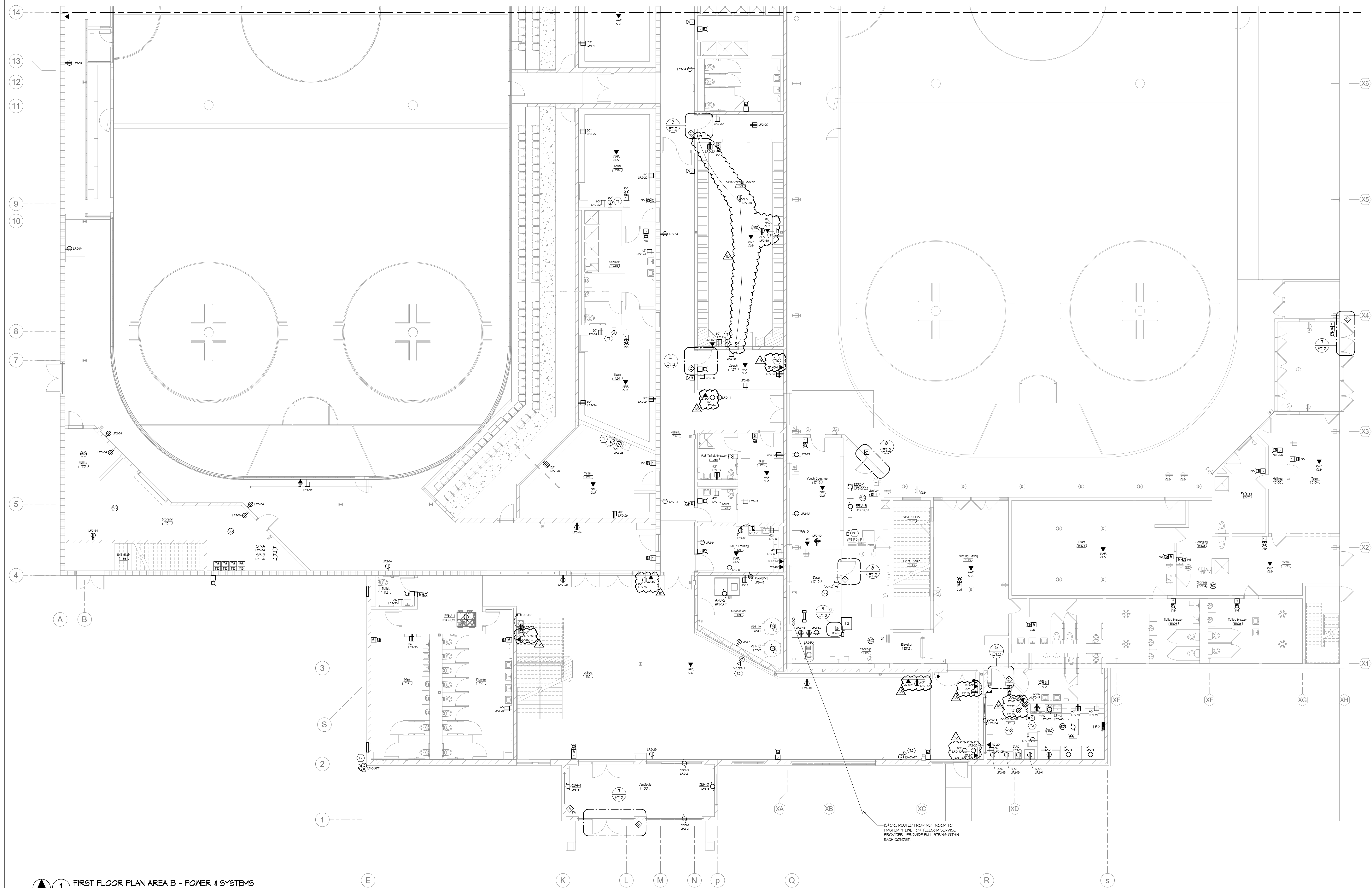
CONFORMANCE
SET

revision / issue	no.	date
ASI-18	18	01/14/25
BP-2 ADD #2	3	07/09/24
BP-2 ADD #3	3	07/15/24
ASI-14	14	11/22/24

KEY
PLAN
FIRST FLOOR
PLAN AREA B
POWER &
SYSTEMS

sheet title:

E3.1B






4309 Ugstad Rd
Hermantown, MN 55811

project #: 2023232
date: 1/14/2025 2:40:44 PM
drawn by: Andrew Carlson
checked by: Andrew Bartsch

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

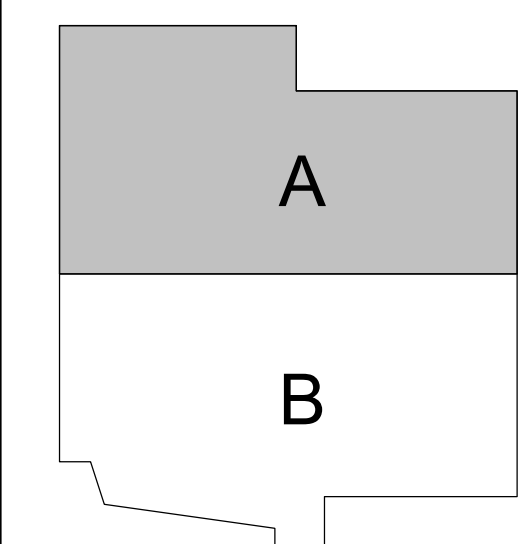
signature: 

printed
name: Andrew Bartsch

reg. #: 48775

sign
date: 06/28/2024

CONFORMANCE
SET

[illegible]

SECOND
FLOOR PLAN
AREA A -
POWER &
SYSTEMS

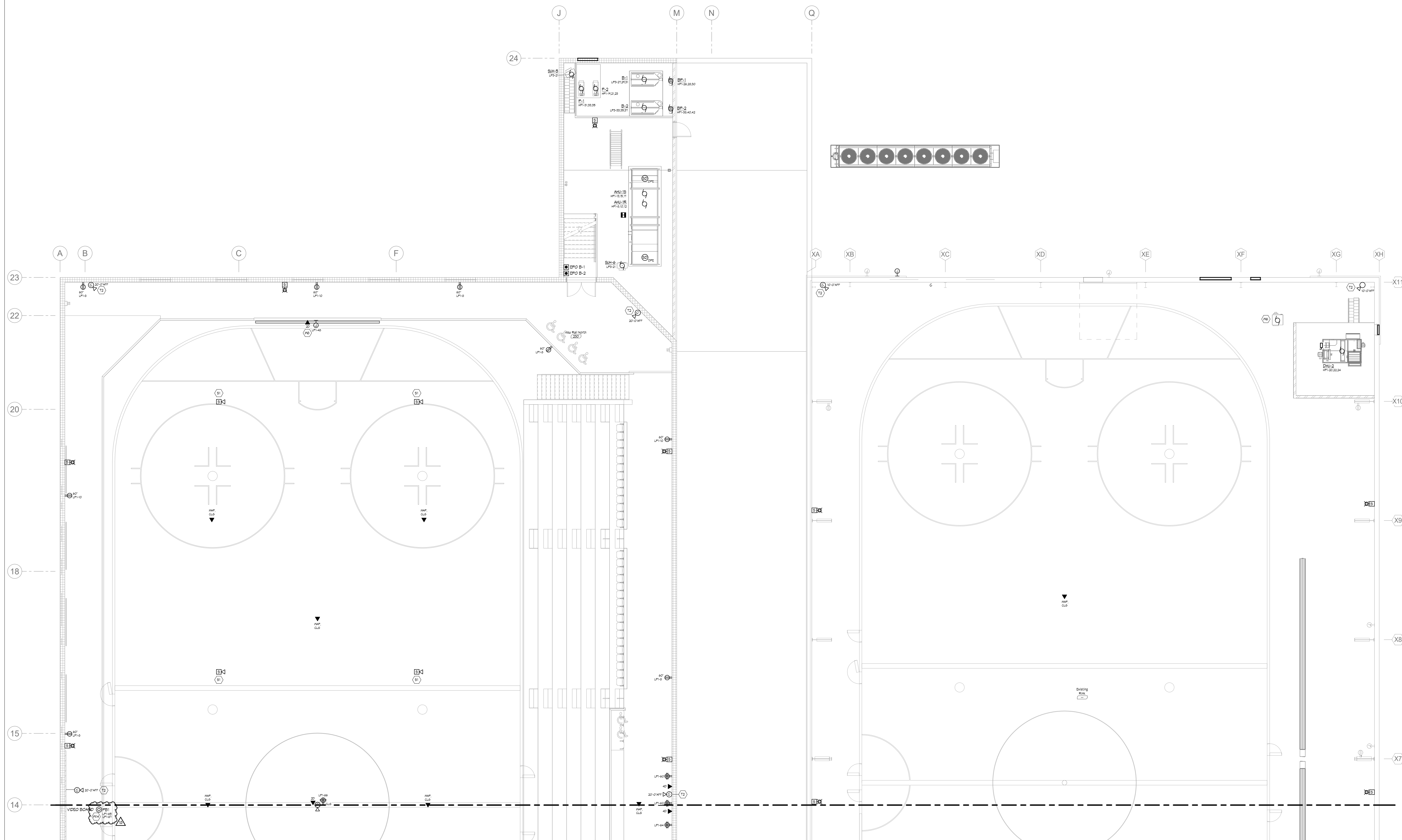
sheet title: **SYSTEMS**

sheet number: **E2.2A**

FLOOR BOX SCHEDULE									
NOTES									
1. PROVIDE WITH STAINLESS STEEL FLUSH STYLE COVER.									
TYPE	MANUFACTURER	SERIES	DESCRIPTION	POWER	POWER CONDUIT	COMMUNICATIONS	COMMUNICATION CONDUIT	NOTES	
FBI	ARROWGLD		1" DIAMETER ROUND RING FLOOR BOX	0 (1) DUPLEX				0 (1) 2"	

A. ALL CABLING AND CONDUCTORS TO DEVICES MOUNTED TO CEILING IN OPEN CEILING SPACE TO BE IN CONDUIT PAINTED TO MATCH CEILING.

51 PROVIDE FIRE ALARM SPEAKER EQUAL TO WHEELLOCK
5TH-3. COORDINATE MOUNTING WITH OTHER DISCIPLINE
T2 ES SHALL PROVIDE ROUGH-IN, CONDUIT, AND GATE CABLE
UNDER LAYOUT LOCATION SHOWN. COORDINATE WITH
OWNER'S TECHNOLOGY (VENDOR PRIOR TO ROUGH-IN.
W6 REINSTALL EXISTING EQUIPMENT AT THIS LOCATION, SPlice
AND EXTEND EXISTING CIRCUIT AS REQUIRED FOR
REINSTALLATION.
W6 CONNECTIONS FOR SCOREBOARD TO BE PART OF BASE
BID. SCOREBOARDS ARE OMITTED AS PART OF
ALTERNATE 1.
W14 ROUTE CONDUITS FOR DATA AND POWER CONNECTIONS
FOR FLOOR BOX UNDER WALKWAY BACK TO ELECTRICAL
142.



 **1** SECOND FLOOR PLAN AREA A - POWER & SYSTEMS
SCALE: 1/8" = 1'-0"

**NorthStar
Ford Arena**
4309 Ugstad Rd
Hermantown, MN 55811

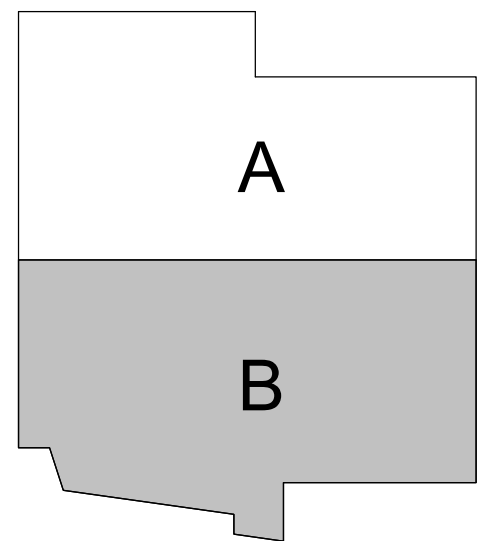
project #: 2023232
date: 1/14/2025 2:40:48 PM
drawn by: Andrew Carlson
checked by: Andrew Bartsch

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

signature: *Andrew Bartsch*
printed name: Andrew Bartsch
reg. #: 48775
sign date: 06/28/2024

CONFORMANCE SET

revision / issue	no.	date
ASI-18	18	01/14/25
BP-2 ADD #2	3	07/09/24
BP-2 ADD #3	3	07/15/24

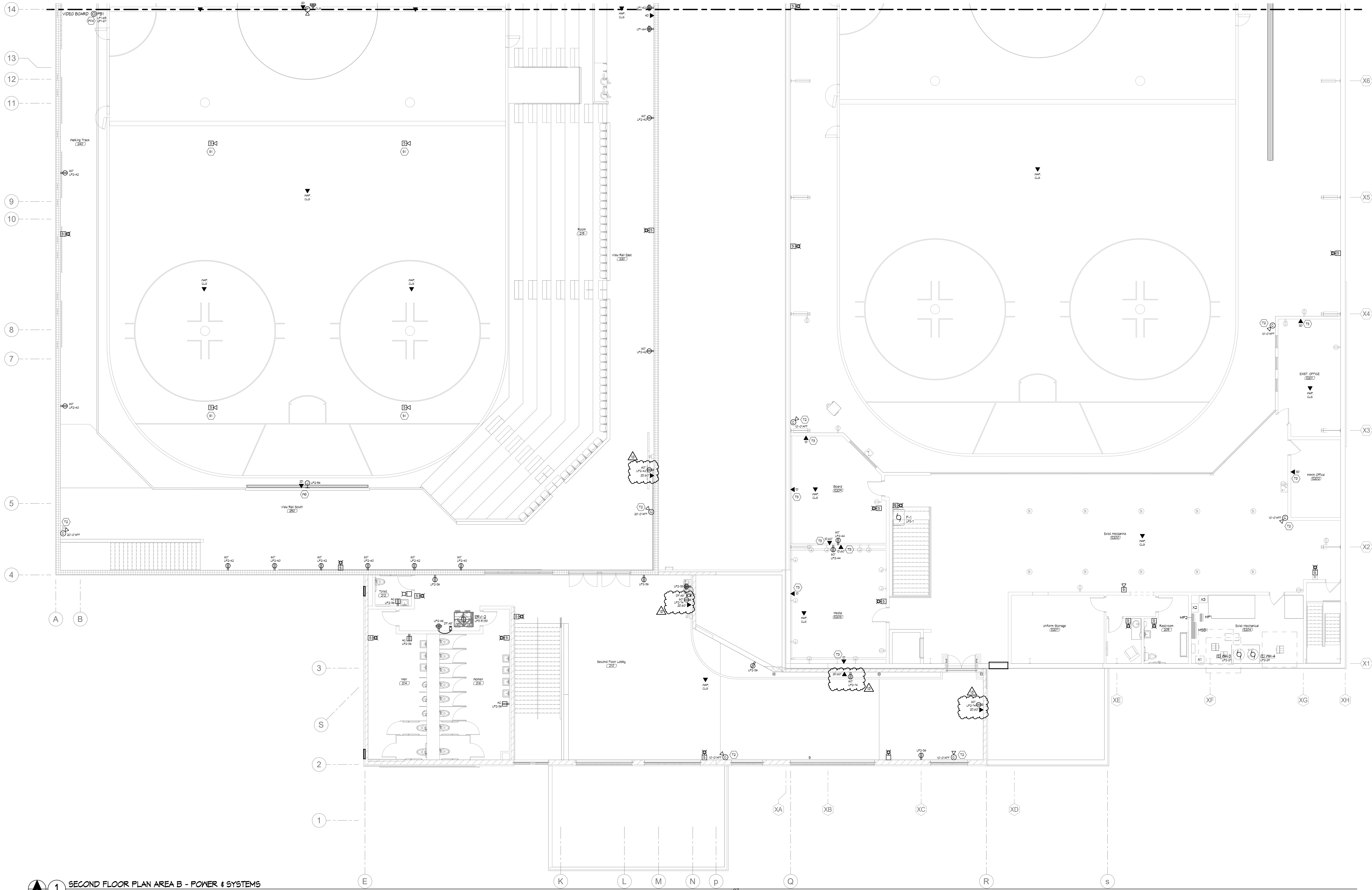


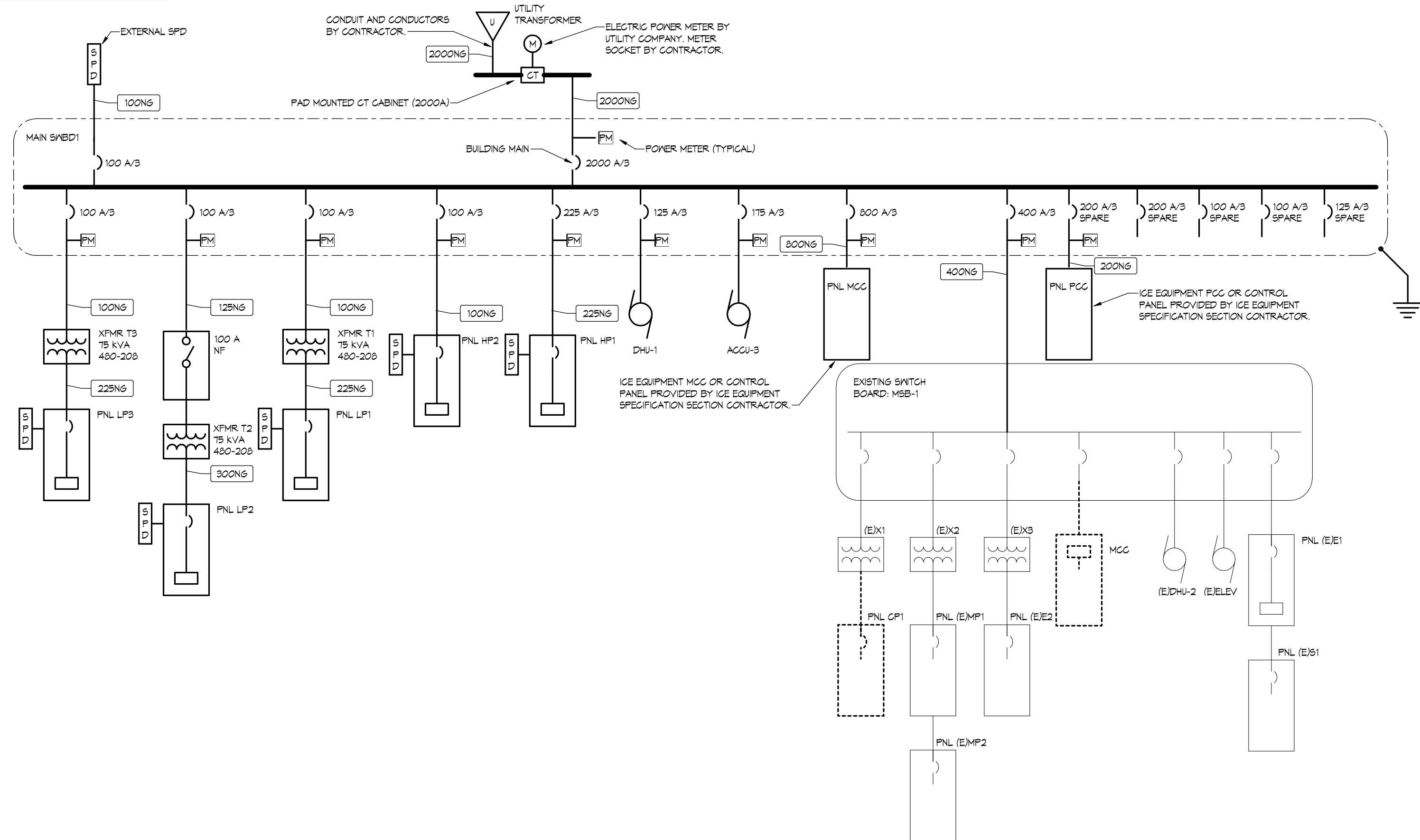
**KEY
SECOND FLOOR PLAN
AREA B -
POWER &
SYSTEMS**

sheet title:
sheet number:
E3.2B

GENERAL NOTES
A. ALL CABLING AND CONDUCTORS TO DEVICES MOUNTED TO CEILING IN OPEN CEILING SPACE TO BE IN CONDUIT PAINTED TO MATCH CEILING.

SHEET NOTES
S1. PROVIDE FIRE ALARM SPEAKER EQUAL TO WHEELLOCK SPM-18. COORDINATE MOUNTING WITH OTHER DISCIPLINES.
T2. EG SHALL PROVIDE ROUGH-IN, CONDUIT, AND DATA CABLE TO CAMERA LOCATION SHOWN. COORDINATE WITH OWNER'S TECHNOLOGY VENDOR PRIOR TO ROUGH-IN.
T3. CONFIRM FINAL LOCATION OF NEW DATA DROPS PRIOR TO ROUGH-IN.
P6. CONNECTIONS FOR SCOREBOARD TO BE PART OF BASE BID. SCOREBOARDS ARE OMITTED AS PART OF ALTERNATE #10.
P14. ROUTE CONDUITS FOR DATA AND POWER CONNECTIONS FOR FLOOR BOX UNDER WALKWAY BACK TO ELECTRICAL RACK.





SCALE: NTS

TRANSFORMER SCHEDULE								
NOTES:								
1.								
NAME	SIZE (KVA)	PRIMARY VOLTAGE	SECONDARY VOLTAGE	PHASE	MOUNTING	LOCATION	TOTAL CONNECTED	NOTES
T1	75 KVA	480 V	208 V	3	IND	Electric/142	20876 VA	
T2	75 KVA	480 V	208 V	3	IND	Electric/118	24580 VA	
T3	75 KVA	480 V	208 V	3	IND	Electric/142	33824 VA	

TRANSFORMER SCHEDULE								
NOTES:								
1.								
NAME	SIZE (KVA)	PRIMARY VOLTAGE	SECONDARY VOLTAGE	PHASE	MOUNTING	LOCATION	TOTAL CONNECTED	NOTES
T1	75 KVA	480 V	208 V	3	IND	Electric/142	20876 VA	
T2	75 KVA	480 V	208 V	3	IND	Electric/118	24580 VA	
T3	75 KVA	480 V	208 V	3	IND	Electric/142	33824 VA	

PANELBOARD: LP2										
LOCATION: Concessions 111				VOLTS: 208/120 VPh			A.I.C. RATING: 10,000			
SUPPLY FROM: T2				PHASES: 3			MANS TYPE: NCB			
MOUNTING SURFACE				BUSES: 4			MANS RATING: 225 A			
ENCLOSURE: NDA1				OPTIONS:			BUSBARS: 225 A			
Notes: *** INDICATES 60/60 BREAKER										
CKT	CKUIT DESCRIPTION	TRIP	POLE	A (VA)	B (VA)	C (VA)	POLE	TRIP	CKUIT DESCRIPTION	CKT
1	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1	180	120		1	20 A	ROD-1 1800 P2	1
3	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1		150	360		1	NEEFTAPLE CONVENIENCE MESSHALL 18	3
5	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1			180	120	1	NEEFTAPLE CONVENIENCE BMT / TRAINING 12	5
9	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1	180	180		1	20 A	NEEFTAPLE CONVENIENCE BMT / TRAINING 12	9
4	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1		180	120		1	NEEFTAPLE CONVENIENCE THTH / CHAIRS 111	4
11	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1					1	NEEFTAPLE CONVENIENCE TOILET 120	11
13	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1	180	1800		1	20 A	NEEFTAPLE CONVENIENCE TOLTRY 121	13
15	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1		180	400		1	NEEFTAPLE CONVENIENCE CONGH 121	15
17	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1			180	180	1	NEEFTAPLE CONVENIENCE GRLS 121	17
19	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1	180	540		1	20 A	VARIETY LOCKER 12H 121	19
21	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1		360	540		1	VARIETY LOCKER 12H 121	21
23	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1					1	NEEFTAPLE CONVENIENCE TOLTRY 121	23
25	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1		360	120	1	20 A	NEEFTAPLE CONVENIENCE TOLTRY 121	25
27	NEEFTAPLE CONVENIENCE CONVENIENCE 111 ***	20 A	1	180	540		1	20 A	NEEFTAPLE CONVENIENCE TOLTRY 121	27
29	(U) PH-9	15 A	1		1440	1260		1	NEEFTAPLE CONVENIENCE MEN 114	29
31	(U) PH-4	15 A	1			600	360	1	NEEFTAPLE CONVENIENCE LIBRARY 114	31
33	SPARE ***	30 A	1	0	150		1	20 A	NEEFTAPLE CONVENIENCE STORRM 114	33
35	SPARE ***	30 A	1	0	1080		1	20 A	NEEFTAPLE CONVENIENCE STORRM 114	35
37	---	---	---	0	360		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	37
39	SPARE ***	30 A	2	0	400		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	39
41	---	---	---	0	1080		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	41
43	SPARE	15 A	2	0	360		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	43
45	---	---	---	0	360		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	45
47	SPARE	20 A	2	0	360		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	47
49	---	---	---	0	360		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	49
51	SPARE	30 A	2	0	560		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	51
53	---	---	---	0	500	120	1	20 A	CHP-15	53
55	SPARE	15 A	3	0	0		1	20 A	POWER ROOM 315	55
57	---	---	---	0	120		1	20 A	---	57
59	---	---	---	0	180		1	20 A	VIDEO DISPLAY LOBBY 110	59
61	SPARE	30 A	3	0	180		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	61
63	---	---	---	0	180		1	20 A	VARIETY LOCKER 12H 121	63
65	---	---	---	0	180		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	65
67	SPARE	40 A	3	0	180		1	20 A	NEEFTAPLE CONVENIENCE GRLS 121	67
69	---	---	---	0	120		1	20 A	VARIETY LOCKER 12H 121	69
71	---	---	---	0	360		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	71
73	SPARE	60 A	3	0	540		1	20 A	VIDEO DISPLAY LOBBY 110 X CONVENIENCE 11	73
75	---	---	---	0	0		1	20 A	NEEFTAPLE CONVENIENCE SECOND 114	75
77	---	---	---	0	0	0	1	20 A	SPARE	77
79	SPARE ***	30 A	3	0	0		1	30 A	SPARE	79
81	---	---	---	0	0		1	---	---	81
83	---	---	---	0	0		1	---	---	83
TOTAL LOAD (VA):				6840 VA	4900 VA	8120 VA				
TOTAL AMP:				31 A	24 A	36 A				
CONNECTED...				100%	100%	100%				
DEMAND FACTOR:				73.15%	73.15%	73.15%				
ESTIMATED DEMAND				5000 VA	3600 VA	5000 VA				
PANEL TOTALS										
MOTOR/HVAC/Mech				3260 VA	100%	3260 VA				
Receptacle, Convenience				21600 VA	73.15%	15800 VA				
Power				0 VA	0%	0 VA				
TOTAL CONN. LOAD:				24580 VA						
TOTAL EST. DEMAND:				16000 VA						
TOTAL CONNECTED:				64 A						
TOTAL EST. DEMAND:				52.4 A						

PANELBOARD: LP3

LOCATION: Electrical 142

VOLTS: 208/120 V_{LL}

A.I.C. RATING: 10,000

SUPPLY FROM: T3

PHASES: 3

MAIN TYPE: NCB

MOUNTING: SURFACE

WIRING: 4

MAIN RATING: 225 A

ENCLOSURE: NEMA 1

OPTIONS:

BUSSING: 225 A

Notes:

CKT	CKT/CT DESCRIPTION	TRIP	POLE	A (VA)	B (VA)	C (VA)	POLE	TRIP	CKT/CT DESCRIPTION	CKT
1	PH-1A	15 A	1	800	0		1	20 A	SPARE	2
3	PH-1B	15 A	1		800	0		1	20 A	4
5	GRN-1 (GRN-3)	20 A	1					1	20 A	6
7	HOT/GRN/WH/GRN EXIST. HESMANE	20 A	1	0	0		210	0	1	8
9	GR-BB-1 & BB-1	20 A	2		1400	0		3	60 A	10
11		---	---			1400	0	---	---	12
13	PH-2	15 A	1	800	0		3	20 A	SPARE	14
15	PH-3	15 A	1		800	0		---	---	16
17	BB-1	15 A	1			1176	0	---	---	18
19	BB-2	15 A	1	1176	2000			2	25 A	20
21	BB-3, BB-4, BB-5, BB-1A, & BB-1T	15 A	1		417	2000		---	---	22
23	DND-1	20 A	1			500	0.64	1	15 A	24
25	DND-2	20 A	1	500	0.64			1	15 A	26
27	B-1	20 A	3		672	0		1	20 A	28
29		---	---			672	0	1	20 A	30
31		---	---	672	0			1	20 A	32
33	B-2	20 A	3		672	0		1	20 A	34
35		---	---			672	0	1	20 A	36
37		---	---	672	0			1	20 A	38
39	EF-1	20 A	2		1375	0		1	20 A	40
41		---	---			1375	0	1	20 A	42
43	EF-2	15 A	1	108	0			1	20 A	44
45	RWP-1	30 A	1		1420	0		1	20 A	46
47	EFV-1	15 A	2			801	0	1	20 A	48
49		---	---	801	0			1	20 A	50
51	EFV-2	15 A	2		801	0		1	20 A	52
53		---	---			801	0	1	20 A	54
55	CU-BB-2	40 A	2	2600	0			1	20 A	56
57		---	---		2600	0		1	20 A	58
59	CU-BB-3	30 A	2			1976	0	1	20 A	60
61		---	---	1976	0			1	20 A	62
63	EFV-3	15 A	2		210	0		1	20 A	64
65		---	---			210	0	1	20 A	66
67	RWP-2	30 A	1	1420	0			1	20 A	68
69	SPARE	20 A	1		0	0		1	20 A	70
71	SPARE	20 A	1			0	0	1	20 A	72
73	SPARE	20 A	1	0	0			1	20 A	74
75	SPARE	20 A	1		0	0		1	20 A	76
77	SPARE	20 A	1			0	0	1	20 A	78
79	SPARE	30 A	3	0	0			1	20 A	80
81		---	---			0	0	1	20 A	82
83		---	---			0	0	1	20 A	84
TOTAL LOAD (VA):				14456 VA	19324 VA	10174 VA				
TOTAL AMPS:				124.1 A	114.4 A	94.9 A				
LOAD CLASSIFICATION		CONNECTED	DEMAND FACTOR	ESTIMATED DEMAND		PANEL TOTALS				
Motor/HVAC/Mech		58924 VA	100%	58924 VA		TOTAL CONN. LOAD: 58924 VA				
						TOTAL EST. DEMAND: 126.4 A				
						TOTAL EST. DEMAND: 126.4 A				

Switchboard: SWED1

LOCATION: Electrical 142

SUPPLY FROM: UTILITY TRANSFORMER

MOUNTING:

ENCLOSURE: NEMA 1

VOLTS: 480/277 V_{ph}

PHASES: 3

WIRES: 4

A.I.C. RATING: 65,000

MAINS TYPE: MCB

MAINS RATING: 2000 A

BUSSING: 2000 A

QKT	CIRCUIT DESCRIPTION	# OF POLES	FRAME SIZE	TRIP RATING	Load	REMARKS
1	HP1	3	400 A	225 A	130461 VA	LSI
2	HP2	3	100 A	100 A	38111 VA	LSI
3	T1	3	100 A	100 A	28116 VA	LSI
4	T2	3	100 A	100 A	24860 VA	LSI
5	T3	3	100 A	100 A	30524 VA	LSI
6	ICE PLANT MCG	3	1000 A	600 A	819537 VA	LSIS, NOTE 2
7	TEL MSB-1	3	400 A	400 A	267118 VA	
8	ACCU-3	3	200 A	118 A	136691 VA	LSI
9	DHU-1	3	200 A	125 A	82264 VA	
10	SPARE	1	400 A	250 A	0 VA	
11	ICE PLANT PCG	3	200 A	200 A	122421 VA	
12	SPARE	3	100 A	100 A	0 VA	
13	SPARE	3	100 A	100 A	0 VA	
14	SPARE	3	200 A	125 A	0 VA	
15	SPACE	1	--	--	--	
16	SPACE	1	--	--	--	
17	SPACE	1	--	--	--	
18	SPACE	1	--	--	--	
19	SPACE	1	--	--	--	
20	SPD	3	100 A	100 A	0 VA	
					TOTAL CONN. LOAD:	1465954 VA
					TOTAL AMPS:	1163.3 A

NOTES:

1. PROVIDED UNDER A/D ALTERNATE ONLY.

2. PROVIDE UNDER VOLTAGE AND PHASE LOSS PROTECTION

LOAD CLASSIFICATION		CONNECTED LOAD	DEMAND FACTOR	ESTIMATED DEMAND	PANEL TOTALS	
Motor/HVAC/Mech		110535 VA	100%	110535 VA		
Receptacle, Convenience		50576 VA	51.84%	30286 VA	TOTAL CONN. LOAD: 1465954 VA	
Spare		265820 VA	100%	265820 VA	TOTAL EST. DEMAND: 1455641 VA	
Lighting		40071 VA	125%	50089 VA	TOTAL CONN.: 1163.3 A	
Power		0 VA	0%	0 VA	TOTAL EST. DEMAND: 1151 A	

PANELBOARD: HP2

LOCATION: Electrical 142

SUPPLY FROM: SNEB1

MOUNTING: SURFACE

ENCLOSURE: NEMA 1

VOLTS: 480/277VAC

PHASES: 3

WIRES: 4

OPTIONS:

AIC RATING: 42,000

MINS TYPE: NACB

MARKS RATING: 100 A

BUSBING: 100 A

Notes:

CKT	CIRCUIT DESCRIPTION	TRIP	POLE	A (VA)	B (VA)	C (VA)	POLE	TRIP	CIRCUIT DESCRIPTION	CKT	
1	SPARE	15 A	2	0	0		2	20 A	SPARE	2	
3	---	---	---		0	0	---	---	---	4	
5	SPARE	20 A	2			0	260A	1	20 A	5	
7	---	---	---	0	287B		1	20 A	LIGHTING MECHANICAL E15	6	
9	SPARE	30 A	2		0	212B	1	20 A	LIGHTING	10	
11	---	---	---				0	216A	1	20 A	
13	SPARE	20 A	3	0	304B		1	20 A	LIGHTING BOYS VARIETY LOCKER 131	12	
15	---	---	---		0	710		1	20 A	13	
17	---	---	---				0	300A	1	20 A	
19	SPARE	20 A	1	0	200A		1	20 A	NORTH PARKWAY LIGHTING	14	
21	SPARE	20 A	1		0	421		1	20 A	15	
23	SPARE	20 A	1				0	286A	1	20 A	
25	SPARE	20 A	1	0	286B		1	20 A	BOARDS	22	
27	SPARE	20 A	1		0	286B		1	20 A	23	
29	SPARE	20 A	1				0	310T	1	20 A	
31	SPARE	20 A	1	0	286B		1	20 A	LIGHTING	30	
33	SPARE	20 A	1		0	262A		1	20 A	32	
35	SPARE	20 A	1				0	262A	1	20 A	
37	SPD	30 A	3	0	0		1	20 A	LIGHTING	36	
39	---	---	---		0	0		1	20 A	38	
41	---	---	---				0	0	1	20 A	
TOTAL LOAD (VA):				13555 VA	4261 VA	15952 VA					
TOTAL AMPS:				51 A	33 A	60 A					
LOAD CLASSIFICATION				CONNECTED	DEMAND FACTOR	ESTIMATED DEMAND	PANEL TOTALS				
Lighting				50.741 VA	125%	45446 VA					
							TOTAL CONN. LOAD: 50.741 VA				
							TOTAL EST. DEMAND: 40446 VA				
							TOTAL CONNECTED: 47 A				
							TOTAL EST. DEMAND: 55 A				

PANELBOARD: HP1

LOCATION: Electrical 142

SUPPLY FROM: 5BND1

MOUNTING: SURFACE

ENCLOSURE: NEMA 1

VOLTS: 480/277 VAC

PHASES: 3

WIRES: 4

OPTIONS:

A.I.C. RATING: 42,000


MINS TYPE: MCB

MINS RATING: 250 A

BUSING: 250 A

Notes:

CKT	CIRCUIT DESCRIPTION	TRIP	POLE	A (VA)	B (VA)	C (VA)	POLE	TRIP	CIRCUIT DESCRIPTION	CKT
1	AGG-1	65 A	3	12465	6311		3	30 A	AGG-2	2
3					12465	6311				4
5						12465	6311			6
1	ANU-2	20 A	3	3219	2493		3	15 A	ANU-1R	8
4					3219	2493				10
11						3219	2493			12
15	ANU-1R	15 A	3	2493	0		3	60 A	SPARE	16
18					2493	0				19
19						2493	0			20
14	M-2	25 A	3	3070	6510		3	50 A	DM-2	22
21					3070	6510				23
23						3070	6510			24
25	BRK-1	15 A	3	305	942		3	15 A	BRK-1	26
27					305	942				28
24						305	942			30
31	M-1	25 A	3	3070	0		3	90 A	SPARE	32
33					3070	0				34
35						3070	0			36
37	SPD	30 A	3	0	942		3	15 A	DM-2	38
41					0	942				40
44						0	942			42
TOTAL LOAD (VA):				43404 VA	43404 VA	43404 VA				
TOTAL AMPS:				157 A	157 A	157 A				
LOAD CLASSIFICATION				CONNECTED... 150467 VA	DEMAND FACTOR 100%	ESTIMATED DEMAND 150467 VA	PANEL TOTALS			
Motor/HVAC/Mech							TOTAL CONN. LOAD... 150467 VA			
							TOTAL EST. DEMAND... 150467 VA			
							TOTAL CONNECTED... 157 A			
							TOTAL EST. DEMAND... 157 A			

signature: 

printed name: Andrew Bartsch

reg. #: 48775

sign date: 06/28/2024

CONFORMANCE SET

revision / issue	no.	date
ASI-18	18	01/14/25
BP-2 ADD #2	3	07/09/24
BP-2 ADD #3	3	07/15/24
ASI-2		08/26/24
ASI-7	9	10/18/24
ASI-10	10	11/06/24

sheet title: ELECTRICAL
SCHEDULES

sheet
number: E8.3

Resolution No. 2025-45

Resolution Approving Pay Request Number 9 For The NorthStar Ford Arena To Kraus-Anderson Construction Company In The Amount Of \$831,259.33

WHEREAS, the City of Hermantown has contracted with Kraus-Anderson Construction Company for construction management services for the NorthStar Ford Arena (“Project”); and

WHEREAS, Kraus-Anderson Construction Company has performed a portion of the agreed upon work in said Project; and

WHEREAS, Kraus-Anderson Construction Company has submitted separate Pay Requests No. 9 for Labor & Services, and Tax-Exempt material as shown below, and

Invoice Number	Item	Amount
69288	Labor & Services	\$519,309.98
69289	Tax Exempt Material	\$311,949.35
	Total	\$831,259.33

WHEREAS, the City will maintain an accumulated retainage as shown on the pay requests until the final work and documentation is completed,

WHEREAS, the necessary documentation for the pay request is on file and available for inspection.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota as follows:

1. Pay Request No. 9 is hereby approved.

2. The City is hereby authorized and directed to pay to Kraus-Anderson Construction Company Kraus Anderson the sum of \$831,259.33 which is the amount represented on Pay Request No. 9 for both Labor & Services, and Tax Exempt material.

Councilor _____ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor _____ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors _____

and the following voted in opposition thereto:

Councilors _____

WHEREUPON, such resolution has been duly passed and adopted on February 3, 2025.

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 69288

To Owner:

City of Hermantown

5105 Maple Grove Road

Hermantown, MN 55811

Project Number - Project Description:

2222026- Hermantown Hockey Arena Addition

Customer Reference:

From Contractor:

Kraus-Anderson Construction Company

501 South Eighth Street

Minneapolis, MN 55404

Via Architect:

DSGW Architects

2 West First Street, Suite 201

Duluth MN 55802

Contract For:

Application No. :9

Distribution to :

Owner

Architect

Contractor

Period To: 2/28/2025

Project Ref Nos:

Labor

Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM

\$13,055,590.00

2. NET CHANGE BY CHANGE ORDERS

\$256,858.09

3. CONTRACT SUM TO DATE(Line 1 ± 2)

\$13,312,448.09

4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703)

\$4,461,635.77

5. RETAINAGE:

a. 4.73% of Completed Work

(Column D + E on G703)

\$211,019.19

b. 0.00% of Stored Material

(Column F on G703)

\$0.00

Total Retainage (Line 5a + 5b or Total in Column I of G703)

\$211,019.19

6. TOTAL EARNED LESS RETAINAGE

\$4,250,616.58

(Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENTS

\$3,731,306.60

(Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE

\$519,309.98

9. BALANCE TO FINISH, INCLUDING RETAINAGE

\$9,061,831.51

(line 3 less Line 6)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Kraus-Anderson Construction Company

DocuSigned by:

Don Erickson

38DF18733C124B0...

By:Date: 2/25/2025

State of: Minnesota

County of: Hennepin

Subscribed and sworn to before me this 25th day of February, 2025

Notary Public:

Kayla Brust

FC18267FCC4415...

My Commission expires: 1/31/2029



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$519,309.98

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

Signed by:

Eric K...

455550420E10402...

2/26/2025 | 1:07 PM CST

By:Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$171,402.17	\$0.00
Total Approved this Month	\$85,455.92	\$0.00
TOTALS	\$256,858.09	\$0.00
Net Changes By Change Order	\$256,858.09	

CONTINUATION SHEET

Invoice # : 69288

Page 2 of 3

Application and Certification for Payment, containing

Contractor's signed certification is attached.

In tabulations below, amounts are in US dollars.

Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 9

Application Date : 2/24/2025

Period To: 2/28/2025

Project Ref Nos.:

Contract : 2222026- Hermantown Hockey Arena Addition

A	B	C	D		E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored To Date	% (G / C)	Balance To Finish (C-G)	Retainage (If Variable Rate)	
			From Previous Application (D+E)	This Period In Place						
					(Not in D or E)	(D+E+F)				
1	Pre-Construction	60,000.00	60,000.00	0.00	0.00	60,000.00	100.00%	0.00	0.00	
100-L	Demolition	250,619.50	77,960.00	0.00	0.00	77,960.00	31.11%	172,659.50	3,898.00	
105-L	Concrete	686,993.18	286,993.00	13,241.18	0.00	300,234.18	43.70%	386,759.00	15,011.71	
110-L	Structural Precast	159,342.58	159,342.58	0.00	0.00	159,342.58	100.00%	0.00	7,967.13	
115-L	Architectural Precast	115,541.42	107,831.65	0.00	0.00	107,831.65	93.33%	7,709.77	5,391.59	
120-L	Masonry	581,675.76	416,792.81	17,270.44	0.00	434,063.25	74.62%	147,612.51	21,703.17	
124-L	Steel Supply - Change Orders	18,323.54	0.00	0.00	0.00	0.00	0.00%	18,323.54	0.00	
125-L	Steel Erection	401,206.01	111,800.00	170,851.71	0.00	282,651.71	70.45%	118,554.30	14,132.59	
130-L	Foundation Insulation & Waterproofing	25,950.00	21,000.00	0.00	0.00	21,000.00	80.92%	4,950.00	1,050.00	
131-L	Mechanical Equipment - Change Orders	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	
133-L	Electrical Equipment - Change Orders	2,716.39	0.00	0.00	0.00	0.00	0.00%	2,716.39	0.00	
135-L	Site Clearing & Earthwork	1,209,684.67	945,117.86	0.00	0.00	945,117.86	78.13%	264,566.81	47,255.91	
140-L	Final Cleaning	38,595.08	0.00	0.00	0.00	0.00	0.00%	38,595.08	0.00	
145-L	Carpentry	185,708.00	29,253.00	0.00	0.00	29,253.00	15.75%	156,455.00	1,462.65	
150-L	Blown/Sprayed Insulation	21.00	0.00	0.00	0.00	0.00	0.00%	21.00	0.00	
155-L	Weather Barrier	25,507.00	6,120.60	0.00	0.00	6,120.60	24.00%	19,386.40	306.03	
160-L	Metal Panels	249,400.00	0.00	0.00	0.00	0.00	0.00%	249,400.00	0.00	
165-L	Roofing	837,760.00	93,180.00	0.00	0.00	93,180.00	11.12%	744,580.00	4,659.00	
170-L	Applied Fireproofing	19,237.01	0.00	0.00	0.00	0.00	0.00%	19,237.01	0.00	
174-L	Doors, Frames & Hardware - Change Orders	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00	
175-L	Joint Sealants	25,125.00	0.00	0.00	0.00	0.00	0.00%	25,125.00	0.00	
180-L	Specialty Doors	10,063.00	0.00	0.00	0.00	0.00	0.00%	10,063.00	0.00	
185-L	Aluminum Frames & Glazing	74,650.00	0.00	0.00	0.00	0.00	0.00%	74,650.00	0.00	
190-L	Drywall	165,888.00	0.00	12,240.90	0.00	12,240.90	7.38%	153,647.10	612.05	
195-L	Tile	150,678.55	0.00	0.00	0.00	0.00	0.00%	150,678.55	0.00	
200-L	Ceilings & Acoustical Treatment	59,386.00	0.00	0.00	0.00	0.00	0.00%	59,386.00	0.00	
205-L	Resilient and Carpet Flooring	13,814.00	0.00	0.00	0.00	0.00	0.00%	13,814.00	0.00	
210-L	Athletic Flooring	58,124.25	0.00	0.00	0.00	0.00	0.00%	58,124.25	0.00	
215-L	Epoxy Flooring	134,666.00	0.00	0.00	0.00	0.00	0.00%	134,666.00	0.00	
220-L	Painting	155,675.00	0.00	0.00	0.00	0.00	0.00%	155,675.00	0.00	
224-L	Specialties - Change Orders	1,562.36	0.00	101	0.00	0.00	0.00%	1,562.36	0.00	
225-L	Signage	7,125.00	0.00	0.00	0.00	0.00	0.00%	7,125.00	0.00	

Application No. : 9
Application Date : 2/24/2025
Period To: 2/28/2025
Project Ref Nos.:

A	B	C	D		E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored To Date	% (G / C)	Balance To Finish (C-G)	Retainage (If Variable Rate)	
			From Previous Application (D+E)	This Period In Place						
					(Not in D or E)	(D+E+F)				
230-L	Athletic Equipment	77,177.30	0.00	0.00	0.00	0.00	0.00%	77,177.30	0.00	
235-L	Window Treatments	8,192.00	0.00	0.00	0.00	0.00	0.00%	8,192.00	0.00	
240-L	Casework & Countertops	27,749.93	0.00	0.00	0.00	0.00	0.00%	27,749.93	0.00	
245-L	Ice Rink	2,121,091.21	259,100.00	0.00	0.00	259,100.00	12.22%	1,861,991.21	12,955.00	
250-L	Fire Suppression	109,455.00	0.00	0.00	0.00	0.00	0.00%	109,455.00	0.00	
255-L	Combined Mechincal	1,377,397.79	249,601.83	149,822.98	0.00	399,424.81	29.00%	977,972.98	19,971.25	
260-L	Controls	81,300.00	0.00	0.00	0.00	0.00	0.00%	81,300.00	0.00	
265-L	Electrical	616,129.72	164,038.00	41,394.00	0.00	205,432.00	33.34%	410,697.72	10,271.60	
270-L	General Conditions	799,421.28	199,782.78	44,829.95	0.00	244,612.73	30.60%	554,808.55	10,312.61	
275-L	Site Services	1,332,684.29	367,551.92	78,702.08	0.00	446,254.00	33.49%	886,430.29	21,086.65	
280-L	Building Permits	162,982.19	162,982.19	0.00	0.00	162,982.19	100.00%	0.00	4,920.67	
285-L	Performance & Payment Bonds	66,560.24	66,066.00	0.00	0.00	66,066.00	99.26%	494.24	1,884.80	
290-L	Umbrella Liability Insurance	125,703.51	40,901.90	4,657.94	0.00	45,559.84	36.24%	80,143.67	1,897.12	
295-L	Builder's Risk Insurance	22,632.86	6,482.05	1,090.90	0.00	7,572.95	33.46%	15,059.91	307.71	
300-L	Warranty Reserve	17,726.77	8,159.46	2,316.56	0.00	10,476.02	59.10%	7,250.75	470.80	
305-L	KA Contingency	386,407.89	0.00	0.00	0.00	0.00	0.00%	386,407.89	0.00	
310-L	KA Fee	254,797.81	74,936.04	10,223.46	0.00	85,159.50	33.42%	169,638.31	3,491.15	
				102						
	Grand Totals	13,312,448.09	3,914,993.67	546,642.10	0.00	4,461,635.77	33.51%	8,850,812.32	211,019.19	



Kraus-Anderson Construction Company
501 South Eighth Street, Minneapolis, MN 55404

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To Whom It May Concern:

As we are sure you are aware, there are more frequent incidents in the news about cyber criminals using email and other electronic means to induce businesses and individuals to reveal their financial information, or to make payments to criminals that are impersonating persons that are actually entitled to receive such information or payments. Any business which is a payer or recipient of large sums of money as part of its regular business activity is a special target for these cyber criminals. The large and repeated payments made by the owners of construction projects to their construction contractors make these parties potential targets, and we know of instances where some project owners have been defrauded into making erroneous payments to third-party impostors as a result of this criminal fraud activity.

The purpose of this letter is to ask for your help to be extra vigilant in how your company makes payments to Kraus-Anderson Construction Company. At the start of our construction project with your company, we provided you with information that included our bank name, routing number, and account number for payments made by ACH or wire transfer, or other specific instructions for paying Kraus-Anderson by check. It is extremely unlikely we would ever change these instructions before the completion of your project and our receipt of final payment from you.

Please do not act on a request to change our account information or method of payment unless you are certain that the request is actually being made by Kraus-Anderson Construction Company. If you receive such a request, it is likely an attempt to defraud you. Therefore, it is important that you contact one of the two Kraus-Anderson employees listed below if you receive a request in any form--oral, electronic, written, or otherwise--to make changes to our payment instructions and/or banking information:


Logan Carter, CPA, Controller
Office phone: 612-255-2364 Cell phone: 612-723-0843


Ryan Szarzynski, CPA, Accounting Manager
Office phone: 612-255-2368 Cell phone: 612-210-0570

We hope this information is helpful to you in protecting your company against acts by third-party criminals that may attempt to interfere with the proper processing of legitimate financial transactions. Please contact us if you have any questions.

Sincerely,

KRAUS-ANDERSON CONSTRUCTION COMPANY


Logan Carter
CPA, Controller


Ryan Szarzynski
CPA, Accounting Manager

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 69289

To Owner:

City of Hermantown
5105 Maple Grove Road
Hermantown, MN 55811

Project Number - Project Description:

2222026- Hermantown Hockey Arena Addition

Customer Reference:

From Contractor:

Kraus-Anderson Construction Company
501 South Eighth Street
Minneapolis, MN 55404

Via Architect:

DSGW Architects
2 West First Street, Suite 201
Duluth MN 55802

Contract For:

Application No. :

9

Distribution to :

OwnerArchitectContractor

Period To:

2/28/2025

Project Ref Nos:

Tax-Exempt
Materials

Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM

\$7,828,788.00

2. NET CHANGE BY CHANGE ORDERS

\$0.00

3. CONTRACT SUM TO DATE(Line 1 ± 2)

\$7,828,788.00

4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703)

\$3,762,416.66

5. RETAINAGE:

a. 0.00% of Completed Work
(Column D + E on G703)

\$0.00

b. 0.00% of Stored Material
(Column F on G703)

\$0.00

Total Retainage (Line 5a + 5b or Total in Column I of G703)

\$0.00

6. TOTAL EARNED LESS RETAINAGE

\$3,762,416.66

(Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENTS

\$3,450,467.31

(Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE

\$311,949.35

9. BALANCE TO FINISH, INCLUDING RETAINAGE

\$4,066,371.34

(line 3 less Line 6)

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
Net Changes By Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Kraus-Anderson Construction Company

By: Dan Anderson Date: 2/25/2025

State of: Minnesota

County of: Hennepin

Subscribed and sworn to before me this 25th day of February, 2025

Notary Public: Kayla Brust

My Commission expires: 1/31/2029



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$311,949.35

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Eric J. Jorgensen Date: 2/26/2025 | 1:07 PM CST

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

Invoice # : 69289

Page 2 of 3

Application and Certification for Payment, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 9

Application Date : 2/24/2025

Period To: 2/28/2025

Project Ref Nos.:

Contract : 2222026- Hermantown Hockey Arena Addition

A	B	C	D		E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored	Total Completed and Stored To Date	% (G / C)	Balance To Finish (C-G)	Retainage (If Variable Rate)	
			From Previous Application (D+E)	This Period In Place						
					(Not in D or E)	(D+E+F)				
105-M	Concrete - Materials Only	240,603.00	139,208.00	1,395.00	0.00	140,603.00	58.44%	100,000.00	0.00	
110-M	Structural Precast - Materials Only	351,876.00	327,088.52	0.00	0.00	327,088.52	92.96%	24,787.48	0.00	
115-M	Architectural Precast - Materials Only	777,427.00	762,198.10	0.00	0.00	762,198.10	98.04%	15,228.90	0.00	
120-M	Masonry - Materials Only	277,969.00	234,439.58	8,460.00	0.00	242,899.58	87.38%	35,069.42	0.00	
123-M	Steel Supply - Materials Only	1,031,583.00	823,577.00	0.00	0.00	823,577.00	79.84%	208,006.00	0.00	
130-M	Foundation Insulation & Waterproofing - Materials Only	10,683.00	8,000.00	0.00	0.00	8,000.00	74.89%	2,683.00	0.00	
132-M	Mechanical Equipment - Material Only	697,645.00	118,840.00	0.00	0.00	118,840.00	17.03%	578,805.00	0.00	
134-M	Electrical Equipment - Materials Only	165,308.00	127,808.00	0.00	0.00	127,808.00	77.32%	37,500.00	0.00	
135-M	Site Clearing & Earthwork - Materials Only	234,221.00	216,660.58	0.00	0.00	216,660.58	92.50%	17,560.42	0.00	
145-M	Carpentry - Materials Only	30,290.00	4,000.00	0.00	0.00	4,000.00	13.21%	26,290.00	0.00	
155-M	Weather Barrier - Materials Only	21,744.00	4,348.80	0.00	0.00	4,348.80	20.00%	17,395.20	0.00	
160-M	Metal Panels - Materials Only	221,600.00	0.00	0.00	0.00	0.00	0.00%	221,600.00	0.00	
165-M	Roofing - Materials Only	485,160.00	135,000.00	0.00	0.00	135,000.00	27.83%	350,160.00	0.00	
170-M	Applied Fireproofing - Materials Only	2,000.00	0.00	0.00	0.00	0.00	0.00%	2,000.00	0.00	
173-M	Doors, Frames & Hardware - Materials Only	133,605.00	0.00	13,158.00	0.00	13,158.00	9.85%	120,447.00	0.00	
180-M	Specialty Doors - Materials Only	41,055.00	0.00	0.00	0.00	0.00	0.00%	41,055.00	0.00	
185-M	Aluminum Frames & Glazing - Materials Only	163,338.00	0.00	0.00	0.00	0.00	0.00%	163,338.00	0.00	
190-M	Drywall - Materials Only	35,592.00	7,118.40	0.00	0.00	7,118.40	20.00%	28,473.60	0.00	
195-M	Tile - Materials Only	32,885.00	0.00	0.00	0.00	0.00	0.00%	32,885.00	0.00	
200-M	Ceilings & Acoustical Treatment - Materials Only	71,494.00	2,620.00	0.00	0.00	2,620.00	3.66%	68,874.00	0.00	
205-M	Resilient & Carpet Flooring - Materials Only	5,496.00	0.00	0.00	0.00	0.00	0.00%	5,496.00	0.00	
210-M	Athletic Flooring - Materials Only	72,665.00	0.00	0.00	0.00	0.00	0.00%	72,665.00	0.00	
220-M	Painting - Materials Only	25,000.00	0.00	0.00	0.00	0.00	0.00%	25,000.00	0.00	
223-M	Specialties - Materials Only	56,040.00	300.00	0.00	0.00	300.00	0.54%	55,740.00	0.00	
225-M	Signage - Materials Only	30,565.00	0.00	0.00	0.00	0.00	0.00%	30,565.00	0.00	
230-M	Athletic Equipment - Materials Only	301,202.00	0.00	0.00	0.00	0.00	0.00%	301,202.00	0.00	
235-M	Window Treatments - Materials Only	23,460.00	0.00	0.00	0.00	0.00	0.00%	23,460.00	0.00	
240-M	Casework & Countertops - Materials Only	104,835.00	5,000.00	0.00	0.00	5,000.00	4.77%	99,835.00	0.00	
245-M	Ice Rink - Materials Only	85,249.00	0.00	0.00	0.00	0.00	0.00%	85,249.00	0.00	
250-M	Fire Suppression - Materials Only	50,476.00	0.00	0.00	0.00	0.00	0.00%	50,476.00	0.00	
255-M	Combined Mechanical - Materials Only	1,274,740.00	347,020.45	105,197.90	0.00	622,218.35	48.81%	652,521.65	0.00	
260-M	Controls - Materials Only	61,730.00	0.00	0.00	0.00	0.00	0.00%	61,730.00	0.00	

Page 3 of 3

Application No. : 9
Application Date : 2/24/2025
Period To: 2/28/2025
Project Ref Nos.:

A	B	C	D	E	F	G	H	I	
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	% (G / C)	Balance To Finish (C-G)	Retainage (If Variable Rate)
			From Previous Application (D+E)	This Period In Place					
265-M	Electrical - Materials Only	420,479.00	51,882.00	5,343.00	0.00	57,225.00	13.61%	363,254.00	0.00
285-M	Performance & Payment Bonds - Materials Only	53,348.00	36,796.00	0.00	0.00	36,796.00	68.97%	16,552.00	0.00
290-M	Umbrella Liability Insurance - Materials Only	74,374.00	26,738.58	0.00	0.00	26,738.58	35.95%	47,635.42	0.00
295-M	Builder's Risk Insurance - Materials Only	13,309.00	5,832.00	3,105.29	0.00	8,937.29	67.15%	4,371.71	0.00
310-M	KA Fee - Materials Only	149,742.00	65,991.30	5,290.16	0.00	71,281.46	47.60%	78,460.54	0.00
				106					
	Grand Totals	7,828,788.00	3,450,467.31	311,949.35	0.00	3,762,416.66	48.06%	4,066,371.34	0.00



Kraus-Anderson Construction Company
501 South Eighth Street, Minneapolis, MN 55404

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Office phone: 612-255-2364 Cell phone: 612-723-0843


Ryan Szarzynski, CPA, Accounting Manager
Office phone: 612-255-2368 Cell phone: 612-210-0570

We hope this information is helpful to you in protecting your company against acts by third-party criminals that may attempt to interfere with the proper processing of legitimate financial transactions. Please contact us if you have any questions.

Sincerely,

KRAUS-ANDERSON CONSTRUCTION COMPANY


Logan Carter
CPA, Controller


Ryan Szarzynski
CPA, Accounting Manager

Office 612-332-7281 | www.krausanderson.com | Fax 612-332-8739

Together, strengthening the communities we serve

CITY COUNCIL MEETING DATE: March 3, 2025

TO: Mayor & City Council

FROM: Eric Johnson, Community Development Director

SUBJECT: Preliminary application for 8.9 acre property, 35 unit apartment Planned Unit Development (PUD)

☒ **RESOLUTION:** 2025-46 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Requested approval of a Preliminary Planned Unit Development (PUD), to construct a 3 story, 35-unit apartment building on 8.9 acres in the R-3 Zoning District at 492x W. Arrowhead Road.

DESCRIPTION OF REQUEST

Applicant (Soumis Construction) is requesting approval of a Preliminary Planned Unit Development (PUD), to construct a 3 story, 35-unit apartment building on 8.9 acres in the R-3 Zoning District at 492x W. Arrowhead Road.

SITE INFORMATION

Lot Size:	8.9 acres
Legal Access:	W. Arrowhead Road
Wetlands:	Yes, have been delineated and approved by the TEP
Existing Zoning:	R -3 Single Family Residential
Airport Overlay:	Zone 3, structure height restrictions only
Shoreland Overlay:	No
Comprehensive Plan:	Residential

Background

Soumis Construction (Applicant) is the property owner associated with this 8.9-acre property. The applicant is proposing the Reside at W. Arrowhead project, which consists of a 3 story, 35-unit apartment building. The site is currently undeveloped with topography rising from the north to the south and contains a large wetland along the eastern portion of the property with upland area located in the southwest portion of the property. The property has access from W. Arrowhead Road to the north and will be connected by way of a 26-foot-wide paved private drive. There are wetlands present on the eastern portion of the property which were delineated in 2021.

The proposed project consists of a mix of one- and two-bedroom apartments ranging in size from 675 square feet to 1010 square feet. The proposed building is 43 feet in height which is permitted under the Planned Unit Development ordinance assuming there are additional setbacks from the property lines. In addition, there is a 20' x 240' - 20 car garage structure located along the south property line. This structure is approximately 12 feet in height and is located a minimum of 40 feet from the adjacent property lines.

The project proposes 50 surface parking spaces and 20 garage units for a total of 70 parking spaces which meets the City requirements of two parking spaces per residential unit.

The project proposes a 20-foot x 120-foot, fenced community garden space towards W. Arrowhead Road. The community garden will have garden plots available for rent to the neighboring community and will be maintained by the applicant. In addition, a 5-foot-wide sidewalk will connect W. Arrowhead Road to the building.

A public hearing for the application was held on February 19, 2025 at the Hermantown Planning and Zoning Commission meeting. There were multiple members of the public who provided comment with the comments ranging from concerns about traffic, loss of natural environment, height of building, and proximity to the Heartwoods development.

As part of the public comments, the Applicant contacted a traffic engineer who stated ‘Development of 35 apartment units is estimated to have a minimal traffic increase. The morning peak hour could see 14 new trips and the evening peak hour could see 18 new trips, which is 1 new trip every 3-4 minutes. There will be negligible impacts to traffic operations on surrounding roadways.’ This information was shared with the St. Louis County Traffic Engineer who concurred with the assessment.

PUD Process

The City’s zoning regulations governing PUD’s require that each PUD obtain preliminary and final approval. The City’s Planned Unit Development ordinance states that PUDs over 4 units/acre and/or 5 acres in size are required to make separate Preliminary and Final PUD submissions.

The PUD review and approval process include a public hearing by the Planning Commission and a recommendation to the City Council. A PUD order will be issued by the City setting project specific development standards. Following completion of the development contract the applicant will be granted final Zoning approval and can begin construction, pending approval of the associated building permits.

Per Section 1105 of the Planned Unit Development section of the Zoning Ordinance, it requires that a PUD must provide public benefits to the surrounding neighborhood and to the city above and beyond what can be reasonably achieved by application of the zoning provisions applicable to the underlying zoning district. The nature and scale of public benefit shall be determined by the City and include, but not be limited to:

- 1.1 Preservation and enhancement of natural systems and resources, topography, vegetation, and other natural features. – This project proposes to preserve approximately 6 acres of existing wetland on the property. The road design and building placement minimizes wetland impacts required for the project.
- 1.2 Efficient design and use of transportation systems and utilities, improved housing and neighborhood options, and housing affordability
- 1.3 Provision of recreational amenities including trails and parks. – The Project proposes a community garden element which is open to the residents of the proposed development as well as neighboring property owners. The garden area includes the following:
 - Raised cedar planting beds (approximately 4' wide by 8' long) spaced a minimum of 3' apart for easy kneeling and access

- Geotextile fabric placed under the planting beds to keep weeds from propagating. This will cut down on maintenance needs.
- Gravel or mulch walk-ways around raised beds
- A fence around the entire garden to keep deer out
- Water spigots will be provided for irrigation needs.
- Tool shed for common gardening tool. Tools will be provided as part of the development.

Zoning Analysis

The PUD process allows the City Council to modify any provisions of the underlying zoning district if the PUD is consistent with the Comprehensive Plan and provides a public benefit. Modifying the standards

through the PUD process is appropriate for the development of this project as it seeks to utilize developable land while preserving approximately 6 acres of wetland area.

Setbacks

Proposed setbacks vary from the standards of the R-3 Zoning District. Depicted on the attached exhibits, the setbacks reflect a site design that will allow for a creative use of the site subject to existing constraints such as site access and wetlands.

Typical setback standards in the R-3 Zoning District for single family residential homes and proposed setbacks are shown in Table 1:

Table 1. R-3 Residential Requirements	R-3 Requirement	Proposed Apartment
Minimum lot area	½ acre (2 units/acre)	8.9 acre property
Minimum lot width (at setback line)	100 feet	612 feet minimum
Minimum front yard	50 feet from public ROW	350' minimum from ROW
Minimum side yard	10 feet, 25 feet aggregate	40 feet minimum
Minimum rear yard	40 feet	40 feet minimum
Roadway ROW width	66 feet	26' wide private drive with curb, gutter and 5' sidewalk

Stormwater

The proposed plan shows a stormwater pond for the development in the central portion of the upland area of the site. Stormwater will be collected through a series of inlets located in the parking lot and drive aisle and then piped to the stormwater pond with eventual discharge to the adjacent wetland. The



applicant's engineer has submitted preliminary stormwater calculations for the proposed project which will be reviewed and approved by the City Engineer.

The stormwater pond and inlet/drainage system will be owned and maintained by the Applicant.

Utilities

The Applicant will extend a public water and sewer main from W. Arrowhead Road into the property. These mains will be located in the private driveway and will have a 30' wide easement dedicated to the City. The Applicant will construct the water and sewer mains and then dedicate the mains to the City for ownership and maintenance. Detailed plans for new public utilities will be reviewed and approved by the City Engineer prior to issuance of the building permit. No new public utilities will be accepted by the

City until reviewed by the City Engineer and accepted by resolution of the City Council. The applicant is required to pay all applicable connection and availability fees associated with the utility work.

Driveway, Parking, and Traffic

The Applicant plans to construct a private, 26-foot-wide asphalt driveway with curb along the western edge, starting at W. Arrowhead Road south into the site approximately 550 feet. This driveway will be privately owned and maintained but will have a 30' wide utility easement associated with it. The driveway ends in a parking lot which provides access to all sides of the proposed building.

The Applicant is proposing an internal sidewalk system for the project. This sidewalk system will connect to W. Arrowhead Road.

Park Dedication Fees

The property owner will be required to pay park dedication fees consistent with the requirements of the City Zoning Ordinance. Park dedication fees will be paid according to the following schedule. Payments are due at the time of approval of the Final PUD or as agreed to in the development contract.

Development Type	Recommended
Multi-family, 2+ bedroom units	\$800
Multi-family, 1 bedroom and studio	\$400
Per bedroom fee	\$150
Planned Unit Development	Proportional to Mix of Development

Stormwater Utility Fees

Upon the completion of the project, a stormwater utility will be assessed on a square foot basis of impervious surface (building, road, sidewalk, parking lot). The site is eligible for a 50% credit by constructing the stormwater pond which will address stormwater quality and quantity.

Architecture

The exterior materials for the proposed apartment consist of LP siding & trim (horizontal & vertical mix), stone accents on the front side, and architectural shingles for roofing. The proposed structure is 43 feet in height which is permitted under the Planned Unit Development ordinance assuming there are additional setbacks from the property lines.

There is a 20 bay garage structure proposed along the south property line. The garage will use similar LP siding as the building and is approximately 12 feet in height. The proposed setback of the garage is 40 feet from the west and south property lines.

There is an exterior trash enclosure located in the SW corner of the site. The trash enclosure will use similar LP siding as the building and is approximately 8 feet in height. The trash enclosure is accessed via a 5 foot sidewalk and is setback approximately 14 feet from the western property line and 40 feet from the south property line.

Landscaping/Buffer

The Applicant is proposing a mixture of evergreen trees along the western and SW corner of the property to provide a screening buffer from the adjacent residential properties. The proposed apartment structure is approximately 175 feet from the nearest residential structure along Heartwood Lane.

Summary

Staff recommends approval of the Preliminary Planned Unit Development (PUD), to construct a 35 unit apartment building with site improvements on an 8.9 acre property located in a R-3, Residential zoning district with the following conditions:

1. The proposed PUD meets the intent of the R-3, Residential Zoning District, Chapter 11 – Planned Unit Developments, and the overall goals and policies of the Zoning Ordinance.
2. The proposed development meets the Comprehensive Plan for residential development and standards of a Planned Unit Development by providing public benefit through enhanced and coordinated development design and a greater variety of housing types in the community.
3. The Planned Unit Development is hereby approved is hereby expressly subject to the following conditions:
 - 3.1 That the Project will be constructed as described in the plans accompanying the Application and the conditions contained herein.
 - 3.2 The Zoning Administrator of the City of Hermantown shall be notified at least five (5) days in advance of the commencement of the work authorized hereunder and shall be notified of its completion within five (5) days thereafter.
 - 3.3 No change shall be made in the Project without written permission being previously obtained from the City of Hermantown.
 - 3.4 Applicant shall grant access to the site at all reasonable times during and after construction to authorized representatives of the City of Hermantown for inspection of the Project to see that the terms of this permit are met.
 - 3.5 Applicant is initially and continually in compliance with all of the ordinances and regulations of the City of Hermantown.
 - 3.6 Trees and brush cannot be burned on the property, but may be chipped and shredded.

- 3.7 An MPCA Stormwater Permit and erosion control measures must be in place prior to the start of operations.
- 3.8 All utility line easements shall be observed and any encroachment into the utility right-of-way shall only be permitted with the written approval of the utility.
- 3.9 The Applicant shall take measures to control erosion that has the potential to damage adjacent land, and control sedimentation that has the potential to leave the site.
- 4 Dimensional requirements of lot, setbacks, and roadways shall be according to the attached site plan and table 1.

Table 1. R-3 Residential Requirements	R-3 Requirement	Proposed Apartment
Minimum lot area	½ acre (2 units/acre)	8.9 acre property
Minimum lot width (at setback line)	100 feet	612 feet minimum
Minimum front yard	50 feet from public ROW	350' minimum from ROW
Minimum side yard	10 feet, 25 feet aggregate	40 feet minimum
Minimum rear yard	40 feet	40 feet minimum
Roadway ROW width	66 feet	26' wide private drive with west side curb and 5' sidewalk

- 5 The Applicant will have one year from the date of the Preliminary PUD approval to apply for a Final PUD application.
- 6 Applicant to submit preliminary and final construction documents (water, storm sewer, sanitary sewer, roadway, etc.) according to City standards and coordinated with the City Engineer as part of the Final PUD process.
- 7 Applicant to submit a wetland impact plan to the Hermantown Technical Evaluation Panel for the review and approval of wetland impacts.
- 8 Installation of water and sanitary sewer shall require the Property Owner to enter into an agreement with the City governing the terms of such work. All utility plans shall be approved by the City Engineer. The City/Developer agreement shall specify the amount of a financial guarantee to be held

by the City from the time of commencement of work until such a time as the City is prepared to accept as complete the new public infrastructure. All drainage and utility easements shall have associated easements. The Property Owner shall enter into a Development Agreement with the City for all public utilities.

- 9 The applicant is responsible for all City and WLSSD availability, hook-up and CAF fees associated with the PUD.
- 10 The applicant is responsible for all City Engineer and Attorney fees related to the review and approval of the PUD.
- 11 The applicant shall pay park dedication fees according to the following schedule. Payments are due at the time of approval of the Final PUD or as agreed to in the development contract.

Development Type	Recommended
Multi-family, 2+ bedroom units	\$800
Multi-family, 1 bedroom and studio	\$400
Per bedroom fee	\$150
Planned Unit Development	Proportional to Mix of Development
Development Type	Recommended
Multi-family, 2+ bedroom units	\$800

- 12 The Applicant shall sign a consent form assenting to all conditions of this approval.
- 13 The Applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.
- 14 The approval made by this resolution extends only to the Project as defined in this resolution.

SOURCE OF FUNDS (if applicable)

N/A

ATTACHMENTS

- Resolution
- Location Map
- Site Plan
- Grading Plan
- Utility Plan
- Landscape Plan
- Floor Plans
- Building Elevation

Resolution No. 2025-46

Resolution Approving Preliminary Planned Unit Development For Soumis Construction Development

WHEREAS, Soumis Construction (Applicant) has submitted a complete application (Application) for a preliminary Planned Unit Development (PUD) in association with parcel 395-0070-00410; and

WHEREAS, the Hermantown Planning and Zoning Commission held a public hearing on the preliminary PUD on February 19, 2025 following notice as required by the City's Zoning Code; and

WHEREAS, following the public hearing on the preliminary PUD, the Hermantown Planning Commission recommend on a 4-0 vote that the City Council approve the preliminary PUD; and

WHEREAS, the City Council has duly considered this matter and believes that it is in the best interests of the City of Hermantown that the preliminary PUD be approved, subject to certain conditions being met.

NOW THEREFORE, BE IT RESOLVED after due consideration of the entire City file, the testimony at the public hearing and all other relevant matters the City Council hereby makes the following findings related to the Preliminary Planned Unit Development.

A. FINDINGS OF FACT

1. The proposed development plan meets the intent of the R-3, Residential Zoning District and the overall goals and policies of the Zoning Ordinance.
2. The proposed development meets the Comprehensive Plan for residential development and standards of a Planned Unit Development by providing public benefit through siting of the buildings in order to protect wetlands.
3. A PUD may be allowed in any zoning district in the City of Hermantown. In addition, all permitted and conditional uses listed in the underlying specific district are allowed in a PUD.
4. The tract of land ("Land") affected by the Plan is legally described on Exhibit A attached hereto.
5. The Plan includes provisions for the preservation of natural amenities.
6. The Plan appears to harmonize with both existing and proposed development in the area surrounding the project site.

7. The Plan is comprised of at least two and one half (2 ½) acres of contiguous land.
8. The Plan includes residential uses.
9. Maps were provided with the Plan and contained the following:
 - 9.1 The existing topographic character of the land.
 - 9.2 A composite of all natural amenities of the site including steep slopes, drainage ways plus wetlands.
 - 9.3 The size of the site and proposed uses of the land to be developed.
 - 9.4 The density of land use to be allocated to the overall development.
10. The Plan includes the following:
 - 10.1 A statement of the ownership of all land involved in the Planned Unit Development.
 - 10.2 An explanation of the general character of the planned development.
 - 10.3 A general indication of the expected time schedule of development.
11. The approval of the Final Development Plan is subject to the following modifications/conditions:
 - 12.1 The Applicant will cause all buildings within the development to be constructed in accordance with all applicable building and fire codes.
 - 12.2 In order to ensure that the spirit and intent of the Hermantown Zoning Code is met modifications must be made to the Plan and conditions imposed on the development proposed by the Plan.
 - 12.3 Erosion control measures shall be utilized and remain in place throughout the construction period, and shall not be removed until vegetation is established on the site.
 - 12.4 Prior to issuance of a building permit, all necessary permits shall be obtained, including, without limitation, any stormwater permits required by the Minnesota Pollution Control Agency.
 - 12.5 The Applicant will be required to finalize and identify any proposed wetland impacts associated with the development.
 - 12.6 The Applicant shall describe best management methods that will be used to demarcate and protect wetlands that are located on site, including physically signing

boundaries and providing electronic and GIS information to City documenting the wetland boundaries.

12.7 The applicant shall comply with the following conditions during construction:

- a. Development activity shall comply with all City noise ordinances. There shall be no construction activity between the hours of 10 p.m. and 7 a.m.
- b. Loud equipment shall be kept as far as possible from adjacent residences.
- c. The site shall be kept free of dust and debris that could blow onto neighboring properties.
- d. Public streets shall be maintained free of dirt and shall be cleaned as necessary.
- e. The City shall be contacted a minimum of 72 hours prior to any work in a public street or right-of-way. Work in a public street shall take place only upon the determination by the Public Works Director that appropriate safety measures have been taken to ensure motorist and pedestrian safety.
- f. The Zoning Administrator may impose additional conditions if it becomes necessary in order to mitigate the impact of construction on surrounding properties.

12.8 The Applicant shall sign a consent form assenting to all conditions of this approval.

12.9 The Applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

13.To accomplish the complex review process for approval of the Plan, the dates and deadlines of Chapter 11, "Planned Unit Developments" were reviewed and requirements met by the Applicant.

14.The approval given by this Resolution is not effective until Applicant executes and delivers an acceptance of the terms and provisions of this Resolution.

15.The Applicant will be required to pay park dedication fees consistent with the requirements of the City Zoning Ordinance. The Applicant/builder will be responsible for the \$150/bedroom park dedication at the time of building permit.

16.Applicant must pay all costs and expenses incurred by the City, including attorney's fees, planner fees and out of pocket costs incurred by the City.

CONCLUSION

On the basis of the foregoing Findings of Fact, the City Council of the City of Hermantown is hereby resolved as follows:

1. The preliminary PUD for a 35 unit apartment building meets the intent of the R-3, Residential Zoning District, Chapter 11 – Planned Unit Developments, and the overall goals and policies of the Zoning Ordinance.
 - a. The preliminary PUD meets the Comprehensive Plan for residential development and standards of a Planned Unit Development by preservation and enhancement of natural systems and resources, topography, vegetation, and other natural features. – This project proposes to preserve approximately 6 acres of existing wetland on the property. The road design and building placement minimizes wetland impacts required for the project.
 - b. Efficient design and use of transportation systems and utilities, improved housing and neighborhood options, and housing affordability
 - c. Provision of recreational amenities including trails and parks. – The Project proposes a community garden element which is open to the residents of the proposed development as well as neighboring property owners.
2. A PUD may be allowed in any zoning district in the City of Hermantown. In addition, all permitted and conditional uses listed in the underlying specific district are allowed in a PUD.
3. The project will be served by public water and sewer which will be constructed by the Applicant. The Applicant/builder will be responsible for any connection of availability fees.
4. The preliminary PUD hereby approved is hereby expressly subject to the following conditions:
 - a. Applicant is initially and continually in compliance with all of the ordinances and regulations of the City of Hermantown.
 - b. That the Project will be constructed as described in the plans accompanying the Application and the conditions contained herein.
 - c. The Zoning Administrator of the City of Hermantown shall be notified at least five (5) days in advance of the commencement of the work authorized hereunder and shall be notified of its completion within five (5) days thereafter.
 - d. No change shall be made in the Project without written permission being previously obtained from the City of Hermantown.

- e. Applicant shall grant access to the site at all reasonable times during and after construction to authorized representatives of the City of Hermantown for inspection of the Project to see that the terms of this permit are met.
 - f. Applicant is initially and continually in compliance with all of the ordinances and regulations of the City of Hermantown.
 - g. All utility line easements shall be observed and any encroachment into the utility right-of-way shall only be permitted with the written approval of the utility.
 - h. Trees and brush cannot be burned on the Land, but may be chipped and shredded.
 - i. Erosion control measures must be in place prior to any construction on the Final PUD.
 - j. An MPCA Stormwater Permit and erosion control measures must be in place prior to the start of operations.
 - k. The Applicant shall take measures to control erosion that has the potential to damage adjacent land, and control sedimentation that has the potential to leave the site.
5. The Applicant will be required to pay park dedication fees consistent with the requirements of the City Zoning Ordinance. The Applicant/builder will be responsible for the \$150/bedroom park dedication at the time of building permit.
 6. Applicant to submit preliminary and final construction documents (water, storm sewer, sanitary sewer, roadway, etc.) according to City standards and coordinated with the City Engineer prior to construction.
 7. Installation of water and sanitary sewer shall require the Applicant to enter into an agreement with the City governing the terms of such work. All utility plans shall be approved by the City Engineer. The Development agreement shall specify the amount of a financial guarantee to be held by the City from the time of commencement of work until such a time as the City is prepared to accept as complete the new public infrastructure. All drainage and utility easements shall have associated easements. The Applicant shall enter into a Development Agreement with the City for all public utilities.
 8. The Applicant is responsible for all City and WLSSD availability, hook-up and CAF fees associated with the PUD.
 9. The Applicant will have one year from the date of the Preliminary PUD approval to submit a Final PUD application to the City.

10. The Applicant is responsible for all City Engineer and Attorney fees related to the review and approval of the PUD.
11. The Applicant shall sign a consent form assenting to all conditions of this approval.
12. The Applicant shall pay an administrative fine of \$750 per violation of any condition of this approval.

Councilor _____ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolutions was seconded by Councilor _____ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors _____

and the following voted in opposition thereto:

Councilors _____

WHEREUPON, such resolution was declared duly passed and adopted March 3, 2025.

LEGAL DESCRIPTION

LOT 4 EX WLY 150 FT DULUTH HOMESTEADS SUBDIVISION PLAT SECTION 14 TOWNSHIP
50 RANGE 15

PARCEL: 395-0070-00410

ACCEPTANCE OF RESOLUTION

Soumis Construction (“Applicant”) hereby acknowledges and accepts the conditions specified on the foregoing Resolution and covenants and agrees to comply with each and every such condition.

Applicant acknowledges that the failure to comply with all of the modifications and conditions shall constitute a violation of the Hermantown Zoning Ordinance and that the City of Hermantown may, in such event, exercise and enforce its rights against the undersigned by instituting any appropriate action or proceeding to prevent, restrain, correct or abate the violation including, without limitation, exercising and enforcing its rights against any security that the undersigned may provide to the City to insure its compliance with the conditions contained in the foregoing Resolution.

Applicant acknowledges that this Resolution shall be recorded with the title to the property described in the text of the Resolution.

IN WITNESS WHEREAS, Soumis Construction has executed this acceptance this ____ day of _____, 2025.

Soumis Construction

STATE OF MINNESOTA)
)ss.
COUNTY OF ST. LOUIS)

The foregoing instrument was acknowledged before me this ____ day of _____, 2025, by Soumis Construction.

Notary Public

Location Map





00	PROPOSED 8' SIDEWALK ON CHUBB AND GUTTER
01	SEE DETAIL ON SHEET C1010
02	PROPOSED 8' CONCRETE SIDEWALK
03	PROPOSED 8' CONCRETE SIDEWALK
04	PROPOSED 8' CONCRETE CURB (TYP)
05	SEE DETAIL ON SHEET C1010
06	PROPOSED CATCH BASIN
07	PROPOSED COMMUNITY GREEN SPACE
08	24 LOTS AT APPROXIMATELY 1/4" IS SPACE
09	FOR THE COMMUNITY BIODIVERSITY FUND
10	AREA OF POTENTIAL METEOROLOGICAL IMPACT
11	PROPOSED COMPLETED STANDING AREA
12	PROPOSED WALK
13	PROPOSED 8' WATER MAIN
14	PROPOSED 8' SANITARY MAIN
15	PROPOSED 8' STORM LINE
16	PROPOSED 8' STORM LINE
17	PROPOSED 8' STORM LINE
18	PROPOSED 8' STORM LINE
19	PROPOSED 8' STORM LINE
20	PROPOSED 8' STORM LINE
21	PROPOSED 8' STORM LINE
22	PROPOSED 8' STORM LINE
23	PROPOSED 8' STORM LINE
24	PROPOSED 8' STORM LINE
25	PROPOSED 8' STORM LINE

**Know what's below.
Call before you dig.**



HEREBY CERTIFY THAT THIS PLAN WAS
PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A FULLY
REGISTERED ENGINEER UNDER THE
LAWS OF THE STATE OF MINNESOTA.

DATE: 12/4/2025

REGISTRATION NO: 61158

SIGNED: _____

SOURIS APARTMENTS
HERMANTOWN, MN

PRELIMINARY PUD
Project No: 24353
Issue Date: 1/24/2025

SITE PLAN

C100

Project Manager
Drawn by
Checked by



- 130 EROSION CONTROL
TEMPORARY 2' X 4' CONSTRUCTION ENTRANCE
SEE DETAIL ON SHEET C500
DOUBLE LAYERED BUILT FENCE ALONG
CONSTRUCTION ENTRANCE
SEE DETAIL ON SHEET C500
INLET PROTECTION
SEE DETAIL ON SHEET C500

811
Know what's below.
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Revisions:

#	DATE	DESCRIPTION

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Duluth + Minneapolis, MN
www.windsorengineers.com
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All Rights Reserved.

I HEREBY CERTIFY THAT THIS PLAN WAS
PREPARED BY ME OR UNDER MY CLOSE
SUPERVISION AND THAT I AM A DULUTH
REGISTERED ENGINEER UNDER THE
LAWS OF THE STATE OF MINNESOTA.
DATE: 12/24/2025
REGISTRATION NO. 8188
SIGNED: JOHN F. DOUGHERTY, P.E.

SOLIMIS APARTMENTS
HERMANTOWN, MN
PRELIMINARY PUD
Project No. 24353
Issue Date: 1/24/2025

**GRADING, EROSION & SEDIMENT
CONTROL PLAN**

C102

Project Manager: JFD
Checked by: JFD



300 STORM

- 300 8" PIPE STORM LINE @ 0.5% MIN. SLOPE
- 301 STORMWATER BOILTRAP POND
- 302 PROPOSED CATCH BASIN
- 303 PROPOSED CURB DRAIN
- 304 PROPOSED CATCH BASIN
- 305 STORM OUTFALL TO EX. METALS
- 306 OUTFALL TO STORMWATER POND
- 307 STORMWATER BOILTRAP POND FLOW CONTROL STRUCTURE
- 307 4" PERFORATED STORMWATER WITHIN TREATMENT LAYER

400 SANITARY SEWER

- 400 6" SANITARY SEWER SERVICE BUILDING CONNECTION
- 401 6" SANITARY SEWER SERVICE TO MAIN
- 402 6" PVC SEWER SERVICE @ 0.5% MIN. SLOPE
- 403 6" SANITARY SEWER SERVICE TO MAIN
- 404 SANITARY SEWER MANHOLE
- 404 SEE DETAIL ON SHEET 0300

500 WATER

- 500 8" WATER MAIN
- 501 1" WATER METER PIT
- 502 4" WATER SERVICE BUILDING CONNECTION
- 503 4" WATER SERVICE TO MAIN
- 504 PROPOSED FIRE HYDRANT
- 505 WALL MOUNTED FDC
- 506 4" x 7' FIRE SERVICE VAULT
- 507 6" FIRE SERVICE CONNECTION

PLAN

SCALE: 1"=40'



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Revisions:

NO.	DATE	DESCRIPTION

UNLESS FOR FULL

REVISIONS



#

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Duluth + Minneapolis, MN
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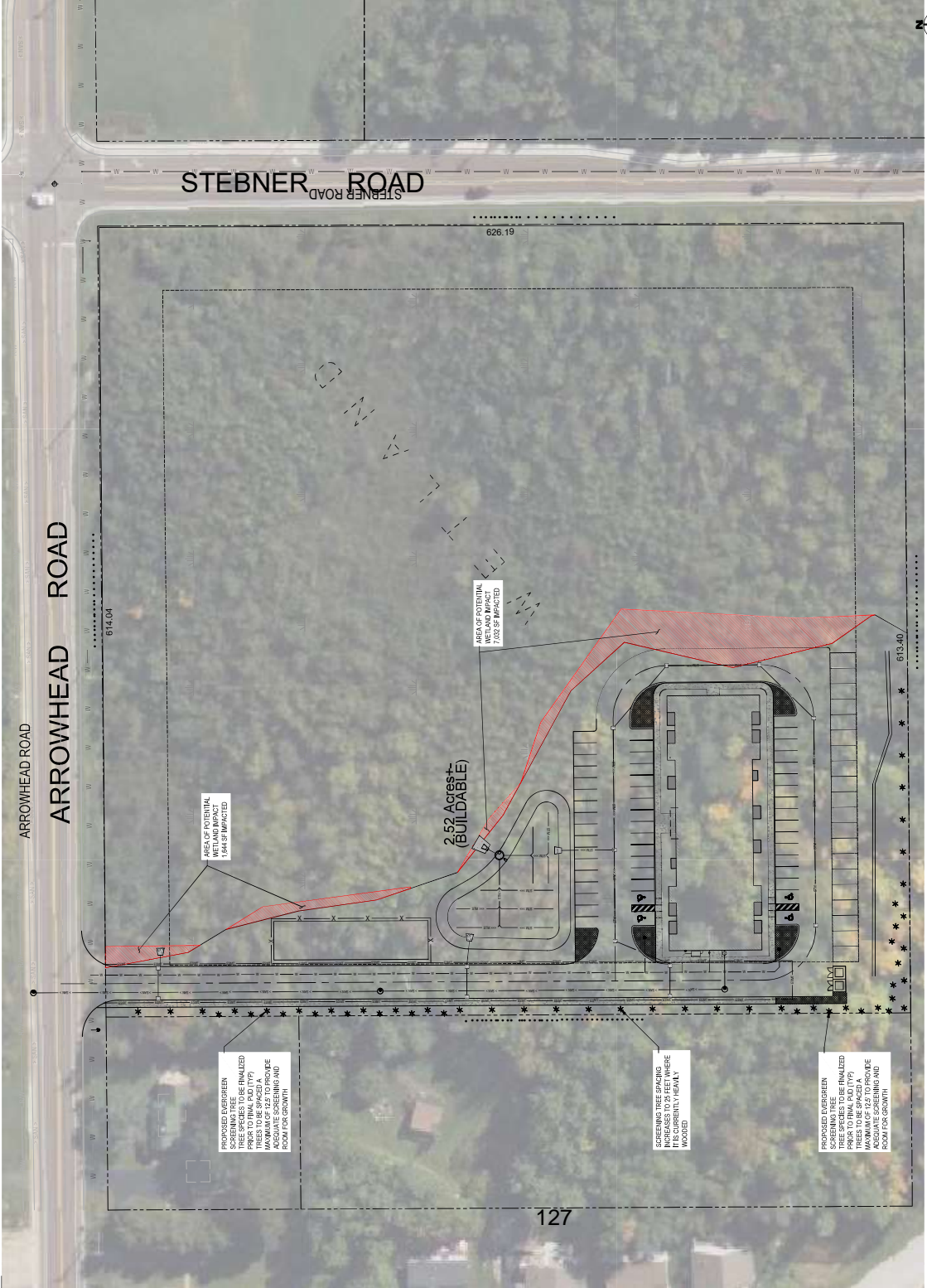
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY AN ENGINEER OR ENGINEER IN SUPERVISION AND THAT I AM A FULLY LICENSED ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DATE: 04/20/25
REGISTERED NO. 8188
SIGNED: JOHN F. DOUGHERTY, P.E.

SOLIMIS APARTMENTS
HERMANTOWN, MN
PRELIMINARY PUD
Project No: 24353
Issue Date: 1/24/2025

COMPOSITE UTILITY PLAN

C101

Project Manager: JFD
Checked by: JFD



ARROWHEAD ROAD

ARROWHEAD ROAD

STEBNER ROAD

STEBNER ROAD

614.04

626.19

613.40

127

AREA OF POTENTIAL WETLAND IMPACT 1,504 SF IMPACTED

2.52 Acres (BUILDABLE)

AREA OF POTENTIAL WETLAND IMPACT 7,532 SF IMPACTED

PROPOSED EVERGREEN TREE SPECIES TO BE FINALIZED PRIOR TO FINAL RFI (TYP) MAXIMUM OF 122 TO PROVIDE ACCURATE SCREENING AND ROOM FOR GROWTH

SCREENING TREE SPACING INCREASED TO 25 FEET WHERE PREVIOUSLY HEAVILY WOODED

PROPOSED EVERGREEN TREE SPECIES TO BE FINALIZED PRIOR TO FINAL RFI (TYP) MAXIMUM OF 122 TO PROVIDE ACCURATE SCREENING AND ROOM FOR GROWTH

PLAN SCALE 1"=40'

ISSUED FOR PRELIMINARY PUD ONLY

LANDSCAPE PLAN

L100

Project Manager: JF
Checked by: JF

23191 STAPLETON APTS
VANCOUVER, WA 98661

PRELIMINARY PUD
Project No: 23191
Issue Date: 1/24/2025

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY AN ENGINEER OR ARCHITECT UNDER MY SUPERVISION AND THAT I AM A DULY LICENSED ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE: 02/02/25
REGISTRATION NO: 8188
SIGNED: JOHN F. DOUGHERTY, P.E.

Ridgefield, WA
Duluth + Minneapolis, MN
www.windsofengineers.com

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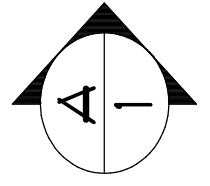
WINDSOR ENGINEERS

UNITS FOR FULL REVIEW

NO.	REVISION	DATE

Revisions: #

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APPROVED: IRS

REVISED:

The homeowner(s) or licensed general contractor shall assume full responsibility for the following: (1) Completion of all work in accordance with state and local building codes; (2) Completion of all work in accordance with the approved plans; (3) Completion of all necessary engineering work; (4) Review, selection, and structural members shown on drawings are for parapets only and should be used by the manufacturer of a specified structural engineering firm to insure the structural integrity of the building; (5) Verify all window and door rough openings and types as specified before ordering units; and before the start of construction. Some of the drawings have been reviewed and approved by the homeowner(s) or licensed general contractor.

CLIENT: Reside on W. Arrowhead

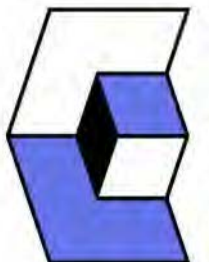
CLIENT: Res

SCALE: N/A

CLIENT: Reside on W. Am
SCALE: N/A
DATE: 24 JANUARY 2025

Soumis Construction, Inc.
4323 Lavaque Rd. Hermantown, MN 55811
Ian: 218.591.6612 Jesse: 218.391.2052
Email: ian@soumisconstruction.com
MN License: BC633878

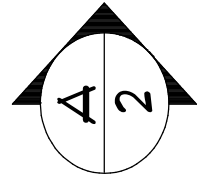
SOURCEBOOK



1ST FLOOR LAYOUT

9' CEILINGS THROUGHOUT

PRELIMINARY PLANS
NOT FOR CONSTRUCTION



APPROVED: IRS

REVISED:

The homeowner(s) or licensed general contractor shall assume full responsibility for the following:

1. Completion of all work in accordance with state and local building codes.
2. Obtaining all necessary permits.
3. Obtaining all necessary engineering work.
4. Reviewing, selecting, and structural members shown on drawings are necessary engineering work, and shall be done by the structural member of a qualified structural engineer to insure the structural integrity of the building.
5. Verifying all window and door rough openings and types as specified before ordering units, and before the start of construction.
6. Verifying all window and door rough openings and types as specified before ordering units, and before the start of construction.

None of the above shall be construed to limit the responsibility of the contractor for accuracy and completeness of the drawings. These drawings have been reviewed and approved by the homeowner(s) or licensed general contractor.

CLIENT: Reside on W. Arrowhead

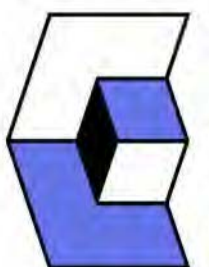
SCALE: N/A

CLIENT: Real
SCALE: N/A

CLIENT: Reside on W. Arm
SCALE: N/A
DATE: 24 JANUARY 2025

Soumis Construction, Inc.
3232 Lavaque Rd. Hermantown, MN 55811
Ian: 218.591.6612 Jesse: 218.391.2052
Email: ian@soumisconstruction.com
MN License: BC633878

SOURCEBOOK





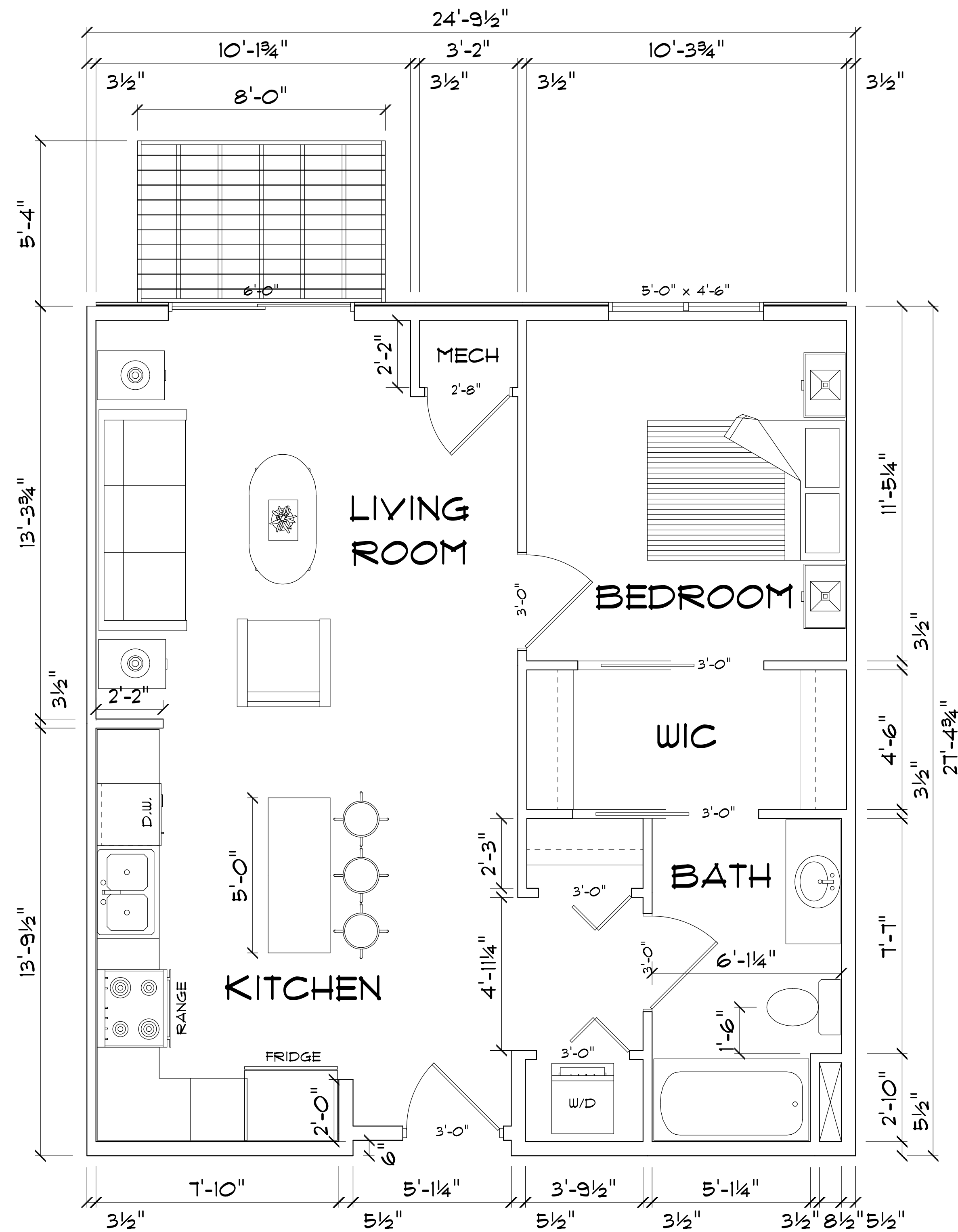
2ND FLOOR LAYOUT

9' CEILINGS THROUGHOUT

PRELIMINARY PLANS
NOT FOR CONSTRUCTION

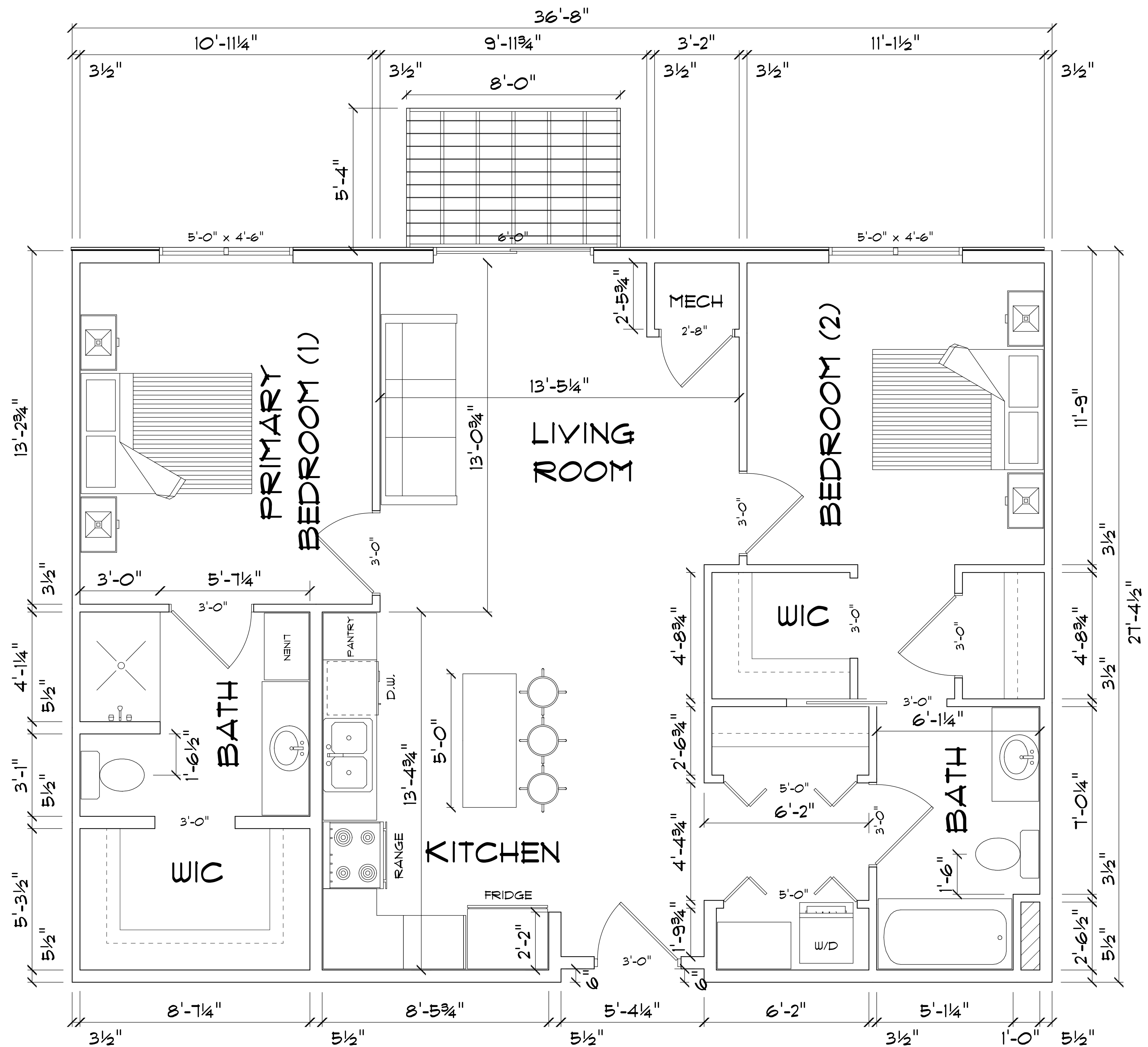


	SOUIS CONSTRUCTION	Email: ian@soumisconstruction.com MN License: BC653878	DATE: 24 JANUARY 2025	SCALE: N/A	CLIENT: Reside on W. Arrowhead 4323 Lavague Rd. Hermantown, MN 55811 lan: 218.591.6612 lesse: 218.391.2052	<p>APPROVED: IRS</p> <p>REVISD:</p> 	<p>THIS DOCUMENT IS THE PROPERTY OF SOUMIS CONSTRUCTION. IT IS TO BE USED FOR THE PROJECT ONLY AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF SOUMIS CONSTRUCTION. SOUMIS CONSTRUCTION SHALL BE RESPONSIBLE FOR ANY DISCREPANCY OR OMISSION IN THIS DOCUMENT.</p>



1 BED/1 BATH UNIT

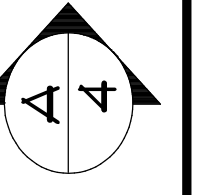
9' CEILINGS
638 SF



2 BED/2 BATH UNIT

9' CEILINGS
952 SF

PRELIMINARY PLANS
NOT FOR CONSTRUCTION



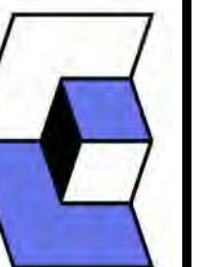
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CLIENT: Reside on W. Arrowhead
SCALE: N/A
DATE: 24 JANUARY 2025

Soumis Construction, Inc.
4323 Laveque Rd. Hermantown, MN 55911
Ian: 218.591.6612 Jesse: 218.391.2052
Email: ian@soumisconstruction.com
MN License: BC633878

SOU MIS
CONSTRUCTION



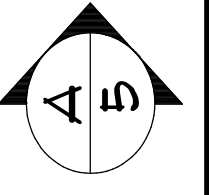


NORTH ELEVATION (FRONT)



SOUTH ELEVATION (REAR)

PRELIMINARY PLANS
NOT FOR CONSTRUCTION



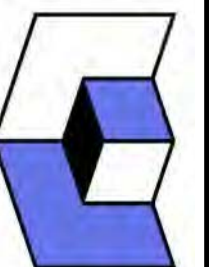
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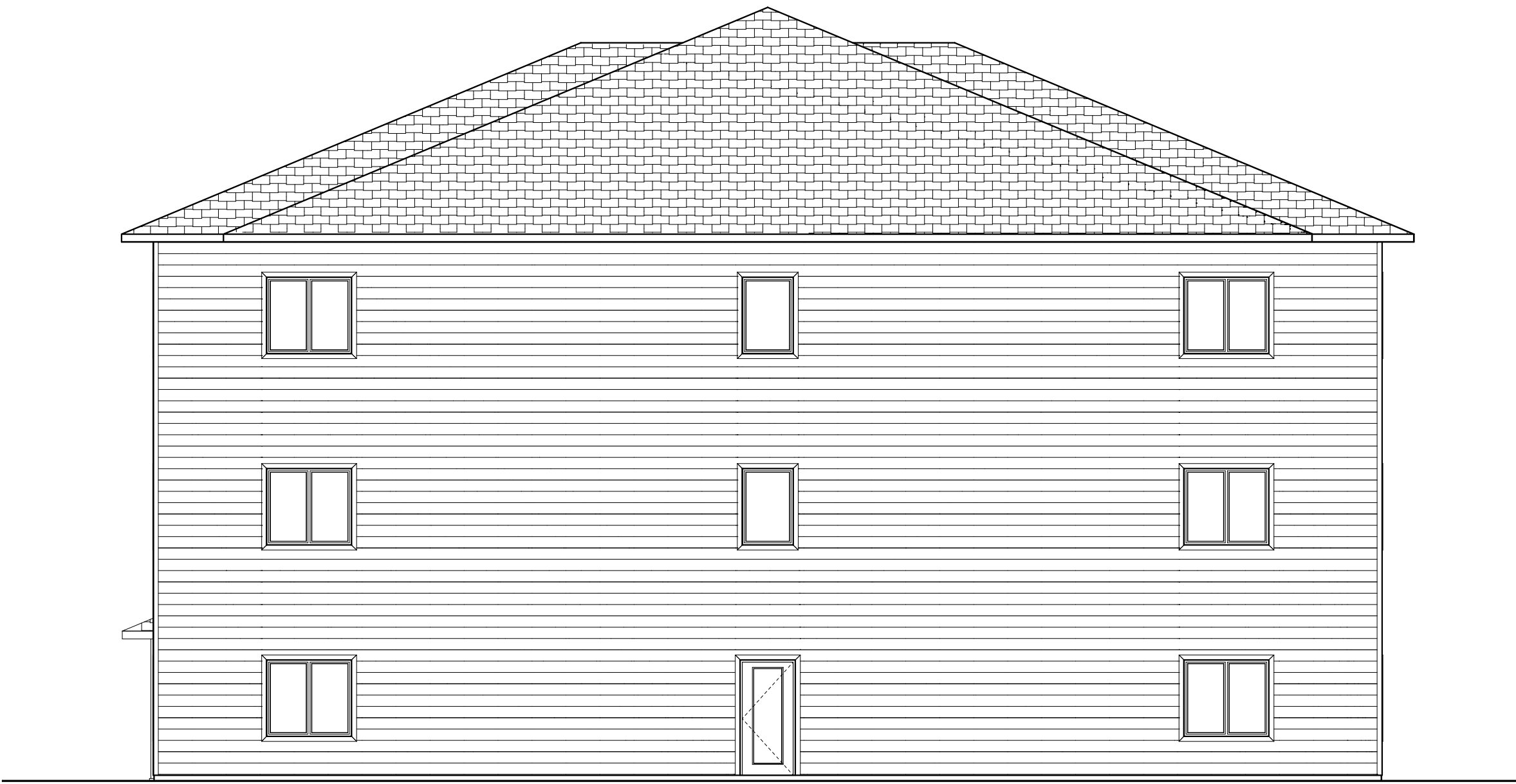
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CLIENT: Reside on W. Arrowhead
SCALE: N/A
DATE: 24 JANUARY 2025

Soumis Construction, Inc.
4323 Lavaque Rd. Hermantown, MN 55911
Ian: 218.591.6612 Jesse: 218.391.2052
Email: ian@soumisconstruction.com
MN License: BC633878

SOU MIS
CONSTRUCTION





WEST ELEVATION (RIGHT)



EAST ELEVATION (LEFT)

PRELIMINARY PLANS
NOT FOR CONSTRUCTION

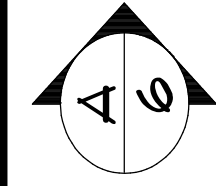


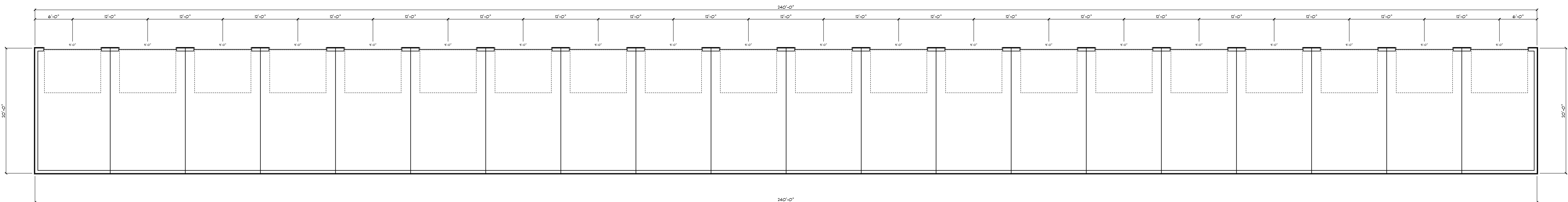
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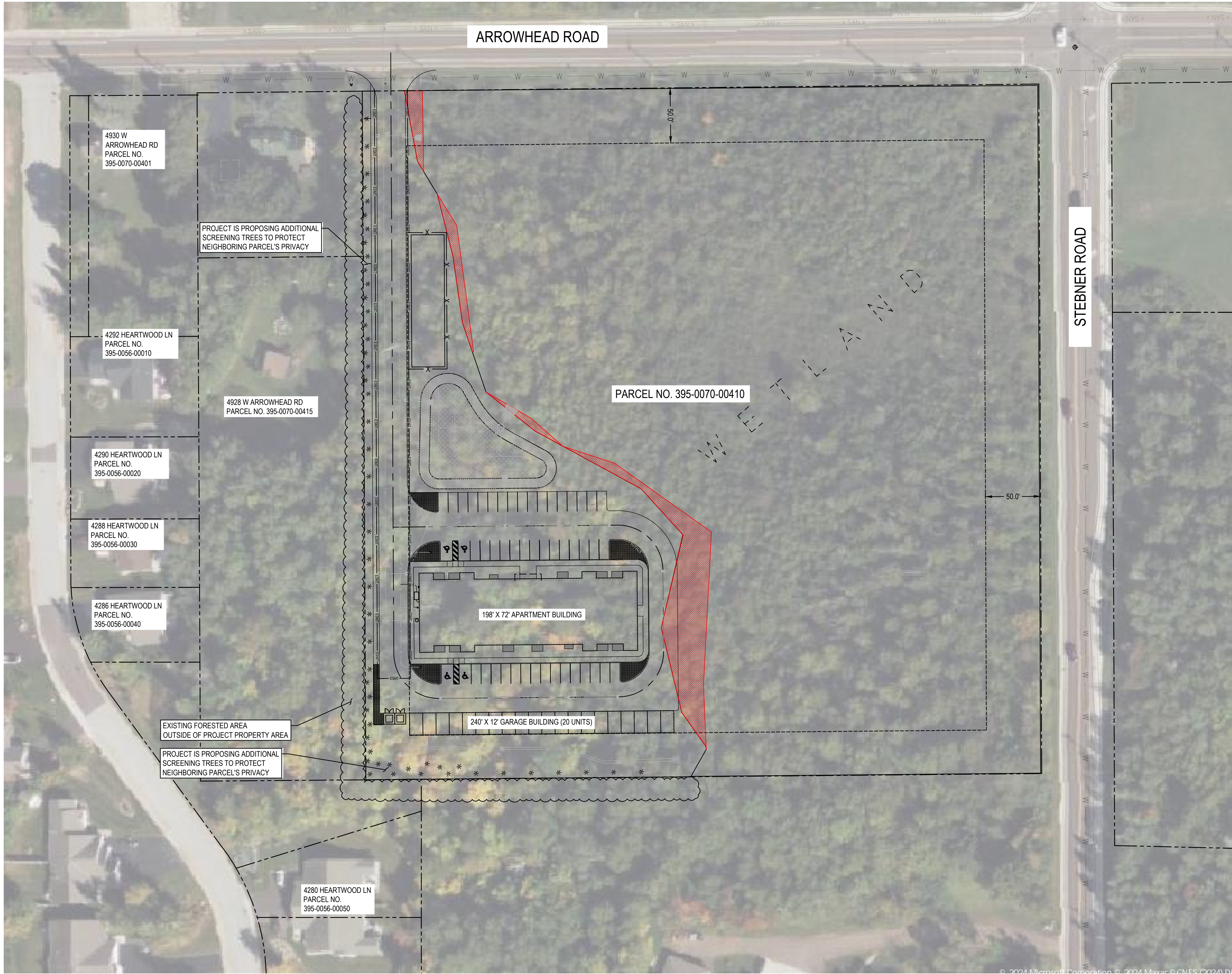
This document is for informational purposes only and does not constitute a contract. It is the responsibility of the client to verify all information and to obtain all necessary permits and approvals. The client acknowledges that the information provided herein is preliminary and subject to change without notice. The client agrees to hold the architect harmless for any errors or omissions in this document. The architect does not warrant the accuracy or completeness of the information provided herein. The architect's only obligation is to provide the services as defined in the contract documents. The architect is not responsible for any delays or costs incurred by the client as a result of the client's failure to obtain all necessary permits and approvals. The architect is not responsible for any errors or omissions in this document. The architect's only obligation is to provide the services as defined in the contract documents.

APPROVED: IRS
REVISED:





8' CEILINGS




PLAN
SCALE: 1"=40'



Know what's **below.**
Call before you dig.

CALL 2 BUSINESS DAYS BEFORE YOU DIG.
CAUTION: UTILITY INFORMATION IS APPROXIMATE.
VERIFY ALL UTILITIES PRIOR TO CONSTRUCTION.

Revisions: 

LINE IS 1" ON FULL
SCALE DRAWING



Ridgefield, WA
Duluth + Minneapolis, MN
www.windsorengineers.com

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I HEREBY CERTIFY THAT THIS PLAN WAS
PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY
REGISTERED ENGINEER UNDER THE
LAWS OF THE STATE OF MINNESOTA.

DATE: 1/24/2025
REGISTRATION NO: 61158
SIGNED: 136
JOHN F. DOUGHERTY, P.E.

23191 STAPLETON APTS
VANCOUVER, WA 98661

PRELIMINARY PUD
Project No: 23191
Issue Date: 1/24/2025

Project Manager JFD
Drawn by JJB
Checked by JFD

ENLARGED SITE PLAN

ENLARGED PLAN

ISSUED FOR PRELIMINARY PUD ONLY

CITY COUNCIL MEETING DATE: March 3, 2025

TO: Mayor & City Council

FROM: Eric Johnson, Community Development Director

SUBJECT: Conveyance of a tax forfeit parcel to the City from St. Louis County

☒ **RESOLUTION:** 2025-47 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve adoption of a resolution requesting a tax forfeit parcel from St. Louis County.

BACKGROUND

Staff recommends adoption of a resolution approving a request to St. Louis County to convey a parcel of tax forfeit land to the City in order to create a trail and trail head parking lot associated with the Keene Creek South trail segment. This request falls under the authority granted by Minnesota Statute 282.01.

Background

There is a 40-acre parcel located south of 3500 Stebner Road which is tax forfeit. This parcel is located in the City of Duluth, however this parcel contains the southern portion of the City's trunk sanitary sewer line. The City is able to own property in other municipalities and by acquiring this parcel, the City would be able to protect the existing sanitary sewer as well as facilitate a southerly trail head access point and future trail connection to Proctor/Duluth.

In order for the City to officially request the available parcel, a resolution from the City Council making such a request is needed. The resolution lays out the City's statutory authority to acquire tax-forfeit property for road or right of way for road purposes, and makes a request directly of the County to convey the parcel to the City.

Minnesota Statute 282.01, Subdivision 1a, (e), reads:

(e) Non-conservation tax-forfeited land held in trust in favor of the taxing districts may be conveyed by the commissioner of revenue in the name of the state to a governmental subdivision for an authorized public use, if an application is submitted to the commissioner which includes a statement of facts as to the use to be made of the tract and the favorable recommendation of the county board. For the purposes of this paragraph, "authorized public use" means a use that allows an indefinite segment of the public to physically use and enjoy the property in numbers appropriate to its size and use, or is for a public service facility. Authorized public uses as defined in this paragraph are limited to:

(1) a road, or right-of-way for a road;

- (2) a park that is both available to, and accessible by, the public that contains improvements such as campgrounds, playgrounds, athletic fields, trails, or shelters;
- (3) trails for walking, bicycling, snowmobiling, or other recreational purposes, along with a reasonable amount of surrounding land maintained in its natural state;
- (4) transit facilities for buses, light rail transit, commuter rail or passenger rail, including transit ways, park-and-ride lots, transit stations, maintenance and garage facilities, and other facilities related to a public transit system;
- (5) public beaches or boat launches;
- (6) public parking;
- (7) civic recreation or conference facilities; and
- (8) public service facilities such as fire halls, police stations, lift stations, water towers, sanitation facilities, water treatment facilities, and administrative offices.

No monetary compensation or consideration is required for the conveyance, except as provided in subdivision 1g, but the conveyance is subject to the conditions provided in law, including, but not limited to, the reversion provisions of subdivisions 1c and 1d as follows:

(c) Prior to meeting for the purpose of classifying or reclassifying tax-forfeited lands, the county board must give notice of its intent to meet for that purpose as provided in this paragraph. The notice must be given no more than 90 days and no less than 60 days before the date of the meeting; provided that if the meeting is rescheduled, notice of the new date, time, and location must be given at least 14 days before the date of the rescheduled meeting. The notice must be posted on a website. The notice must also be mailed or otherwise delivered to each person who has filed a request for notice of special meetings with the public body, regardless of whether the matter is considered at a regular or special meeting. The notice must be mailed or delivered at least 60 days before the date of the meeting. If the meeting is rescheduled, notice of the new date, time, and location must be mailed or delivered at least 14 days before the date of the rescheduled meeting. The public body shall publish the notice once, at least 30 days before the meeting, in a newspaper of general circulation within the area of the public body's authority. The board must also mail a notice by electronic means to each person who requests notice of meetings dealing with this subject and who agrees as provided in chapter 325L to accept notice that is mailed by electronic means. Receipt of actual notice under the conditions specified in section [13D.04, subdivision 7](#), satisfies the notice requirements of this paragraph.

(d) At the meeting, the county board must allow any person or agency possessing pertinent information to make or submit comments and recommendations about the pending classification or reclassification. In addition, representatives of governmental entities in attendance must be allowed to describe plans, ideas, or projects that may involve use or acquisition of the property by that or another governmental entity. The county board must solicit and consider any relevant components of current municipal or metropolitan comprehensive land use plans that incorporate the area in which the land is located. After allowing testimony, the board may classify, reclassify, or delay taking action on any parcel or parcels. In order for a state agency or a governmental subdivision of the state to preserve its right to request a purchase or other



acquisition of a forfeited parcel, it may, at any time following forfeiture, file a written request to withhold the parcel from sale or lease to others under the provisions of subdivision 1a.

SOURCE OF FUNDS (if applicable)

Under Minnesota Statute 282.01, Subdivision 1a (e), the County may grant the tax-forfeit parcel to the City at no cost. Administrative fees associated with the conveyance will be paid for through the Community Recreation Initiative Fund (412-419100-310).

ATTACHMENTS

Resolution
Parcel Location Map
St. Louis County Forms

Resolution No. 2025-47

Resolution Requesting A Free Conveyance Of A Tax-Forfeit Parcel For City Trail System

WHEREAS, the City of Hermantown is organized as a Statutory City in the County of St. Louis, Minnesota; and

WHEREAS, the City of Hermantown contacted St. Louis County regarding the availability of tax forfeit parcels; and

WHEREAS, the City has determined that the specific land with Parcel Identification number of 010-2741-00020 is for a part of the City's trail system in order to provide access to and a trailhead for the City's trail system, with a legal description attached hereto as "Exhibit A"; and

WHEREAS, the State of Minnesota has adopted Statutory provisions allowing for municipal acquisition of tax-forfeit parcels for public services facilities such as trails under Minnesota Statute 282.01, Subd. 1a, para (e)(1); and

WHEREAS, the City of Hermantown wishes to acquire the aforementioned parcel for trail and trailhead construction;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota, as follows:

1. The City Council requests a free conveyance of parcel 010-2741-00020 to the City of Hermantown for the public uses permitted under Minnesota Statute 282.01, Subdivision 1a, (e)(1).

2. The City Council directs that any administrative expenditure directly associated with the acquisition of parcel 010-2741-00020 is to be paid from the Community Recreation Initiative fund.

3. City Staff is directed to submit any necessary paperwork and application fees as is necessary to acquire parcel 010-2741-00020 for the public use.

Councilor _____ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor _____ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors _____

and the following voted in opposition thereto:

Councilors _____

WHEREUPON, such resolution was declared duly passed and adopted March 3, 2025.

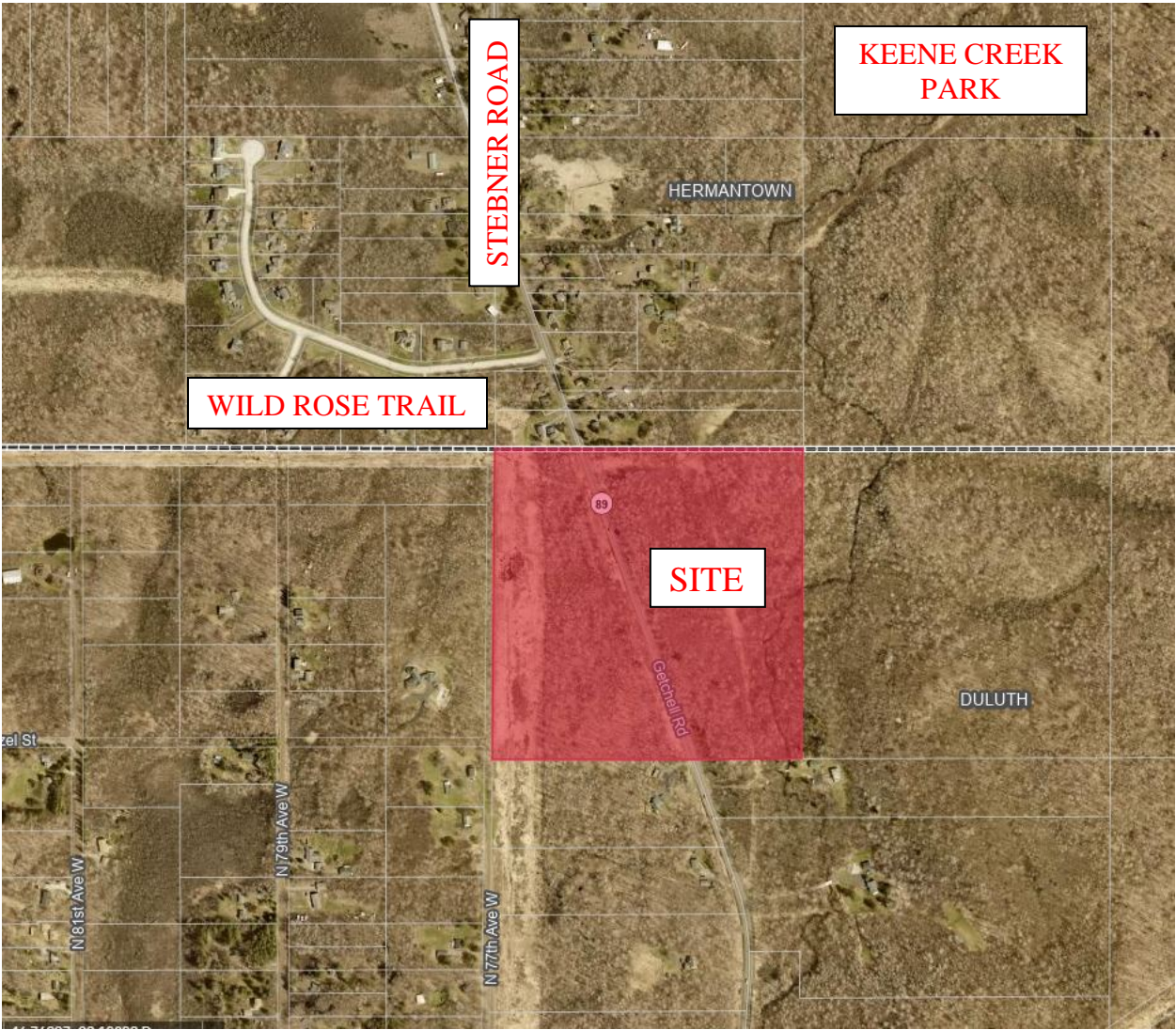
EXHIBIT A

Legal Description of Parcel to be acquired by the City of Hermantown

Parcel 010-2741-00020

NW ¼ OF NW ¼ EX. 2 50/100 AC FOR GETCHELL ROAD SECTION 1 TOWNSHIP 49
RANGE 15

Location Map



ST. LOUIS COUNTY LAND & MINERALS DEPARTMENT ADDENDUM
TO THE APPLICATION BY A GOVERNMENTAL
SUBDIVISION FOR CONVEYANCE OF TAX-FORFEITED
LAND FOR AN AUTHORIZED PUBLIC USE
IN ST. LOUIS COUNTY
(to be completed by the applicant)

Name of governmental subdivision (applicant): City of Hermantown

Mailing address of applicant: 5105 Maple Grove Road Hermantown, MN 55811

Date requested property was forfeited to the State: 12/7/1936

Legal description of property (include name of the city/town in which the property is located):
NW ¼ OF NW ¼ EX. 2 50/100 AC FOR GETCHELL ROAD SECTION 1 TOWNSHIP 49
RANGE 15

In preparation of presentation of this application for conveyance of tax-forfeited land to the St. Louis County board, please complete the following questionnaire:

1. Is the proposed use authorized by statute, law, or local charter? Yes ☒ No ☐
2. How is the proposed use likely to serve the public's interest as much or more than returning the parcel to the tax rolls? Rationale The property is vacant and abuts land on which the City of Hermantown will be constructing a regional trail which will connect the cities of Hermantown, Proctor and Duluth and eventually tie into the Willard Munger Trail. This trail system is part of a state recognized master plan and titled the Proctor Hermantown Munger Trail Spur. The subject parcel will contain a trail head/parking lot and serve as a connecting point within Duluth to the City of Proctor with the northern trail eventually connecting to 9 miles of trails within Hermantown.
3. Does the parcel contain valuable natural resources? Yes ☐ No ☒
4. Does the parcel have public scenic or aesthetic values? Yes ☐ No ☒
5. Does the parcel contain unique geological features? Yes ☐ No ☒
If yes, what? [Click here to enter text.](#)
6. According to ordinarily available information, is the parcel absent of rare plants or animals? Yes ☒ No ☐ If no, which? [Click here to enter text.](#)

7. According to ordinarily available information, is the parcel absent of important, historic or archeological features? Yes ☒ No ☐
If no, which? [Click here to enter text.](#)
8. Is the parcel adjacent to a meandered lake or other public water or water course?
Yes ☒ No ☐ If yes, which? Keene Creek
9. What is the zoning designation for the parcel? Rural Residential 1 (RR1)
Which zoning authority? City of Duluth
10. What are the low income requirements for this proposed project? \$ N/A
(If applicable)
11. What are the moderate income requirements for this proposed project?
\$ N/A
(If applicable)

Application for State Deed for Tax-Forfeited Land

In _____ County

Type of Acquisition

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Purchase
(Minn. Stat. § 282.01, subd. 1a, par. (b) or subd. 3 or subd. 7a) | <input type="checkbox"/> Financed
(Minn. Stat. § 282.01, subd. 6) | <input type="checkbox"/> Conditional Use Deed
(Minn. Stat. § 282.01, subd. 1a, par. (e))
- Conditional Use Deed Supplement required - | <input type="checkbox"/> School Forest Deed
(Minn. Stat. § 282.01, subd. 1a, par. (j))
- School Forest Deed Supplement required - |
| <input type="checkbox"/> Remove Blight/Afford. Housing
(Minn. Stat. § 282.01, subd. 1a, par. (d)) | | Failure to convey to city or association
(Minn. Stat. § 282.01, subd. 1a, par. (f) or (g)) | Land Exchange
(Minn. Stat. § 94.344) |
| Conservation-related usage
(Minn. Stat. § 282.01, subd. 1a, par. (h)) | | Replacement for Lost/Destroyed Deed
(Minn. Stat. § 282.33) | Authorized by statute or special law
(include citation) |
| Repurchase
(Minn. Stat. § 282.012; Minn. Stat. § 282.241) | | Release (State Agencies only)
(Minn. Stat. § 282.01, subd. 1a, par. (c)) | |

Correction

Is this application intended to correct a previous deed? ☐ Yes (Complete this section) ☐ No (Skip this section)

State deed number of original & date issued: _____

Information being corrected: ☐ Grantee's name ☐ Legal description ☐ Other: _____

Was this state deed recorded? ☐ Yes ☐ No

Recording Date: _____ Recording Number: _____

(If the state deed was not recorded, please return the original state deed with this application.)

Applicant (Grantee)

Name(s) of Applicant(s)

Address of Applicant

Phone Number or Email of Applicant

City

State

Zip Code

Ownership Please check the appropriate box below:

☐ Single ownership ☐ Co-ownership: joint tenancy ☐ Co-ownership: tenancy in common

Property Information

Date of auditor's certificate of forfeiture

Date tax-forfeited land was sold (required for purchase and repurchase)

Date purchase price was paid in full (if applicable)

Purchase price (if applicable)

Parcel identification number

Certificate of title number

All or part of the described real property is Registered (Torrens)

Legal description of property: (Please email longer legal descriptions to state.deeds.mdor@state.mn.us)

Wells Please check the appropriate box below:

There are one or more wells on this property. ☐ There are no wells on this property. ☐ No change since last well certificate.

(If wells disclosure certificate has been electronically filed, please list WDC number: _____)

Wetland Certification

The wetland certification form has been completed and attached to this application.

Replacement

Complete this section only if "Replacement for Lost/Destroyed Deed" is selected above as the type of acquisition.

Name of the grantee in the original deed:

Date that unrecorded state deed was issued

State Deed Number (if known)

Attach a statement of reasons in support of allegations that said deed has been lost or destroyed before it was recorded (please be specific).

Certification

All applications require the signature of the county auditor, date of the signature and raised county seal below. Applications for Replacement Deeds will require the signature of the applicant.

Please provide the information below as it corresponds to the type of acquisition selected on the front of the form.

**Blight/Affordable
Housing**

Auditor to complete this section only if "Remove Blight/Afford. Housing" is selected above as the type of acquisition.

The County Board, or its delegate, of _____ County, Minnesota, has reviewed the application of _____ dated _____, 20____, for the conveyance of certain tax-forfeited land described therein. The county board has determined that: (1) a sale at a reduced price is in the public interest because a reduced price is necessary to provide an incentive to correct the blighted conditions that make the lands undesirable in the open market or the reduced price will lead to the development of affordable housing; and (2) the governmental subdivision or state agency has documented its specific plans or correcting the blighted conditions or developing affordable housing and the specific law or laws that empower it to acquire real property in furtherance of the plans.

Conservation

Auditor to complete this section only if "Conservation-related usage" is selected above as the type of acquisition.

The County Board, or its delegate, of _____ County, Minnesota, has reviewed the application of _____ dated _____, 20____, for the conveyance of certain tax-forfeited land described therein. The county board has determined that a sale at a reduced price is in the public interest for (select one):
 ____ (1) creation or preservation of wetlands; or
 ____ (2) drainage or storage of storm water under a storm water management plan; or
 ____ (3) preservation, or restoration and preservation, of the land in its natural state.

**Failure to
Convey**

Auditor to complete this section only if "Failure to convey to city or association" is selected above as the type of acquisition.

The County Board, or its delegate, of _____ County, Minnesota, has reviewed the application of _____, a (check one) ☐ governmental subdivision / ☐ common interest community, dated _____, 20____, for the free conveyance, due to a prior failure to convey which was duly certified, of certain tax-forfeited land described therein, and recommends that this application be granted.

**Conditional
Use Deed**

Auditor to complete this section only if "Conditional Use Deed" is selected above as the type of acquisition.

The County Board, or its delegate, of _____ County, Minnesota, has reviewed the application of _____ dated _____, 20____, for the conveyance for an authorized public use of certain tax-forfeited land described therein, and recommends that this application be granted.

School Forest

Auditor to complete this section only if "School Forest Deed" is selected above as the type of acquisition.

The County Board, or its delegate, of _____ County, Minnesota, and the Commissioner of Natural Resources has reviewed the application of _____, dated _____, 20____ for the conveyance for a school forest of certain tax-forfeited land described therein, and recommends that this application be granted.

Replacement

Auditor to complete this section only if "Replacement for Lost/Destroyed Deed" is selected above as the type of acquisition.

The property described herein was duly bid in for the state for taxes payable in the year _____, delinquent _____; and became forfeited to the State of Minnesota on the _____ day of _____, _____.

Sign, Seal, and Date Here

I certify that the above information is true and correct, the county board has taken the official action required under Minnesota Statute § 270C.88, and that therefore conveyance by state deed of the real property described above should be executed by the Commissioner of Revenue to the above named applicant(s) as required by Minnesota Statutes, Chapter 282.

Signature of County Auditor

County

Date of Signature of County Auditor

Email Address of County Auditor

Applicant Signature (Replacement Deed Only)

Date of Applicant Signature (Replacement Deed Only)

Wetland Certification Form

TO: Commissioner of Revenue
Minnesota Department of Revenue

RE: Sale of Tax-forfeited Land Described As:

Insert legal description:

Pursuant to Minnesota Statutes, sections 103F.535, subdivision 1, and 282.018, subdivision 2, as amended, and the procedures issued by the Department of Natural Resources and by the Board of Water and Soil Resources, I have reviewed the available data concerning the lands described above and have determined that the deed does not require a restrictive covenant because:

- ☐ The land is in a platted subdivision. (Auditor's plats are not deemed platted subdivisions for the purpose of this procedure.)
- ☐ The conveyance is a transfer to correct errors in legal descriptions or grantees.

OR

- ☐ Neither of the above statements apply to this parcel; therefore, the deed for this parcel must include a restrictive covenant prohibiting enrollment of this parcel in a state funded program providing compensation for conservation of marginal lands or wetlands.

If you have any questions or comments concerning this determination please contact:

_____, telephone number _____

SIGNED

DATE

TITLE

COUNTY

Supplemental Information for a Conditional Use Deed

In _____ County

ALL applications (*State Deed Application Form*) for a conditional use deed **must** be accompanied by a completed *Conditional Use Deed Supplement* form.

Property	Property identification number(s) (PIN) for requested property (attach additional sheets if necessary)	
	Market value of requested property	Total acreage of requested property
	Describe current condition of the parcel (identify any improvements and natural features)	

Forfeiture	Date of recording of auditor's certificate of forfeiture with the county recorder (if applicable)	Recorder's Document number (if applicable)
	Date of recording of auditor's certificate of forfeiture with the county registrar of titles (if applicable)	Registrar's Document number (if applicable)

Public Use	Authorized Public Use (Check only one box)	
	Minnesota Statute § 282.01, subd. 1a, par. (e) limits the authorized public uses for conditional use deeds to the following list. Please check the appropriate box below:	
	<input type="checkbox"/> Road or right-of-way for a road	<input type="checkbox"/> Park
	<input type="checkbox"/> Trails	Will the park be available to and accessible by the public? <input type="radio"/> Yes <input type="radio"/> No
	<input type="checkbox"/> Transit facilities	Will there be signage indicating to the public this is a park? <input type="radio"/> Yes <input type="radio"/> No
	<input type="checkbox"/> Public beach or boat launch	Will the park contain amenities maintained for active utilization by the public? <input type="radio"/> Yes <input type="radio"/> No
	<input type="checkbox"/> Public parking	Type of amenities: _____
	<input type="checkbox"/> Civic recreation or conference facilities	Will the park primarily be open space? <input type="radio"/> Yes <input type="radio"/> No
	<input type="checkbox"/> Public service facilities	Type of facility: _____
	Describe in detail the intended public use of the property:	
Do you anticipate establishing the proposed use within 3-years? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If "no", when do you anticipate the use being established? _____		

Enclosures	Fee Required
	Minnesota Statute § 282.01, subd. 1g requires a fee of \$250 to be submitted to the Commissioner of Revenue along with this application. If this application is denied, the Commissioner shall refund \$150 of the application fee.
	<input type="checkbox"/> The required fee is enclosed.
Supporting Documentation	
Indicate the supporting documentation that you have included for consideration during the review of your application. Please note that some forms of documentation are required. Check all that apply:	
<input type="checkbox"/> Photos (required)	<input type="checkbox"/> Resolution authorizing application by the governmental subdivision (required)
<input type="checkbox"/> Maps (required)	<input type="checkbox"/> Plans documenting the intended use
<input type="checkbox"/> Other: _____	

Office Use only		Fee Paid: _____ Refund: _____
This application it is hereby: rejected _____ granted _____		
By _____	149	
Commissioner of Revenue		

CITY COUNCIL MEETING DATE: March 3, 2025

TO: Mayor & City Council

FROM: Chad Ronchetti, Economic Development Director

SUBJECT: Local Housing Trust Fund Grant Application

☒ **RESOLUTION:** 2025-48 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve the resolution authorizing application for a local housing trust fund grant from Minnesota Housing Finance Agency for up to \$150,000.

BACKGROUND

In July 2021, Minnesota passed the Omnibus Housing Finance bill that includes \$1 million over the next fiscal year for state matching grants (to be administered through Minnesota Housing Finance Agency) for HTFs up to \$150,000. A grantee is eligible to receive a grant amount equal to 100 percent of the public revenue committed to the HTF from any source other than the state or federal government, up to \$150,000.

On February 3rd, 2025 the Hermantown City Council amended the City Code of Ordinances to add section 280, establishing a Housing Trust Fund (HTF).

A resolution authorizing the application is required by the granting authority as a part of the application materials.

Housing and its creation are critical to creating jobs, enhancing tax base, and promoting the general welfare of the people of the city. Further, the creation of housing, in particular workforce housing, is essential to our city's economic growth. Direct testimony from local employers is that the largest limiting factor to local business' ability to expand is workforce housing. Business' inability to attract workers due to limited housing stock achievable for a workforce with current wages hinders the economic growth climate. Wages that are in line with local cost of living combined with a regional price premium for construction creates a gap between the costs to create new housing, the required rent/sale-price to earn a reasonable rate of return, and what local salaries can afford a competitive disadvantage for our city and region. Having an HTF strategically signals housing as a priority to developers and provides funding to close the financing gap for housing projects to help make our city competitive.

SOURCE OF FUNDS (if applicable)

N/A

ATTACHMENTS

Resolution

Resolution No. 2025-48

Resolution Authorizing Application For A Local Housing Trust Funds Grant From Minnesota Housing Finance Agency In An Amount Of Up To \$150,000

WHEREAS, the City of Hermantown (“City”) desires to submit an application (the “Application”) to provide funding for the City’s housing trust fund (the “HTF”) pursuant to the State of Minnesota Local Housing Trust Funds Grant Program (“Program”) in order to obtain funding from the Minnesota Housing Finance Agency (“MHFA”); and

WHEREAS, the City Council of the City of Hermantown has duly considered the matter and believes it to be in the best interests of the City to approve the Application and authorize the Application to be made.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown, Minnesota as follows:

1. The City is authorized to apply for a grant from MHFA in an amount up to \$150,000.00 (the “Grant”).
2. The City certifies that it will use the Grant for qualified expenditures from the HTF to assist with housing needs in the City.
3. If awarded, the Grant will be matched by the City and/or the Hermantown Economic Development Authority with at least \$1.00 for every \$1.00 awarded by the Grant.
4. The Mayor and City Clerk are hereby authorized and directed to execute the Application and such other agreements, and amendments thereto, as are necessary to make and process the Application on behalf of the City.
5. The MHFA is authorized to rely on the continuing force and effect of this Resolution until receipt by the Commissioner of MHFA at its principal office of notice in writing from City of any amendment or alteration of the Resolution.

Councilor _____ introduced the foregoing resolution and moved its adoption.

The motion for the adoption of such resolution was seconded by Councilor _____ and, upon a vote being taken thereon, the following voted in favor thereof:

Councilors _____

and the following voted in opposition thereto:

Councilors _____

WHEREUPON, such resolution was declared duly passed and adopted March 3, 2025.