



Hermantown City Council Meeting - Monday, November 18, 2024

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=gdzulpoWGasJaJw0UETbli79ad3D9k.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, November 18, 2024 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, November 18, 2024 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, November 18, 2024 at 4:30 p.m.
Council Chambers, City Hall - Hermantown Governmental Services Building**

**City Council Meeting Monday, November 18, 2024 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.

- A. Public Hearing on Assessments For The Construction Of Road Improvement District No. 541 And 542 (Hermantown Road And Bridge 7724)

6. **COMMUNICATIONS**

- A. Correspondence 24-118 through 24-119 placed on file 6

7. **PRESENTATIONS**

- A. **Budget In Brief** 7
Kevin Orme, Director of Finance & Administration
(Pre-Agenda Only)

- B. **Wellness Center Update**
Joe Wicklund, Assistant City Administrator
(Pre-Agenda Only)

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 November 4, 2024 City Council Continuation Minutes 12
- B. **Accounts Payable** - Approve general city warrants from November 1, 2024 through November 15, 2024 in the amount of \$3,517,121.68 18

11. **ORDINANCES**

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. **2024-219 Resolution Authorizing A Contract For Professional Services With Clifton Larson Allen LLP For Audit Services In The Amount Of \$46,500 For The Audit And Financial Statements** 24

(motion, roll call)
- B. **2024-220 Resolution Approving Change Order Number 20 For Road Improvement Project 534 (Ugstad & Arrowhead Roads) To Ulland Brothers Inc In The Amount Of \$104,129.68** 38

(motion, roll call)
- C. **2024-221 Resolution Approving Final Pay Request For Road Improvement District 534 To Ulland Brothers, Inc In the Amount Of \$11,527.70** 43

(motion, roll call)
- D. **2024-222 Resolution Approving Pay Request Number 6 For Fichtner Park Improvements To Kaski, Inc. In The Amount Of \$528,167.26** 49

(motion, roll call)
- E. **2024-223 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Richard And Jill Nickles For The Hermantown Trail Project** 52

(motion, roll call)
- F. **2024-224 Resolution Ordering Improvement And Directing Preparation Of Final Plans And Specifications For Road Improvement District No. 552 (Bill & Irv's Properties, Inc.)** 64

(motion, roll call)
- G. **2024-225 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver An Agreement For Engineering Services With A Total** 67

Not To Exceed Contract Amount Of \$146,420 For Road Improvement District No. 552 (Bill & Irv's Properties, Inc.) With Northland Consulting Engineers

(motion, roll call)

- H. **2024-226 Resolution Ordering Improvement And Directing Preparation Of Final Plans And Specifications For Road Improvement District No. 553 (Hawkline Business Park)** **71**

(motion, roll call)

- I. **2024-227 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver An Agreement For Engineering Services With A Total Not To Exceed Contract Amount Of \$384,760 For Road Improvement District No. 553 (Hawkline Business Park) With Northland Consulting Engineers** **74**

(motion, roll call)

- J. **2024-228 Resolution Directing The Immediate Abatement Of Hazardous Structure(s) Within The Mobile Home Park Located At 4921 Eddy Ave** **78**

(motion, roll call)

13. **CLOSED SESSION**

14. **RECESS**

2024 CORRESPONDENCE

<u>DATE</u>	<u>LOG #</u>	<u>FROM</u>	<u>TO</u>	<u>REGARDING</u>	<u>FILED</u>
11/12/2024	24-118	Eric Johnson, Comm. Dev. Dir.	Board of Appeals & Adjustments	VAR, 5167 W Arrowhead Rd.	11/12/2024
11/13/2024	24-119	NCS Credit	City of Hermantown	Notice of Furnishing	11/7/2024

BUDGET OVERVIEW

Budget In Brief

Mission Statement

MISSION OF THE HERMANTOWN CITY COUNCIL

**Working together to serve and build our
community.**

This Budget in Brief is provided to give an overview of the City's 2025 Budget. It covers the General Fund, All Funds, and a brief look at city taxes compared to last year and surrounding communities, and how they are spent.

In 2025, the total levy (General Fund, HEDA, Debt Service, and tax abatements) is \$9,408,324. Expenditures in the General Fund are increasing approximately 8% while the levy for the general fund is increasing 8%.

Continued growth of our community has meant that the Estimated Market Value and the Net Tax Capacity have grown by 10-11%. This growth means that while expenditures are increasing, the effective tax rate is increasing only 1.1%.

The City has a number of projects scheduled for 2025 that directly impact the General Fund.

- Implementation of wage study
- Two new public safety employees
- Increased hours for administrative assistant position
- Increased street maintenance budget for chip sealing
- Increased funding for Park Dedication and Municipal Building Reserve funds

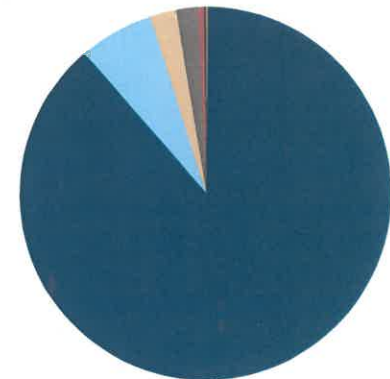
Additionally, the General Fund includes: additional maintenance on city buildings and increased costs related to personnel and general inflation.

City of Hermantown - General Fund

Key Takeaway:

General Fund revenues are heavily reliant on Property Taxes.

Budgeted General Fund Revenues by Source



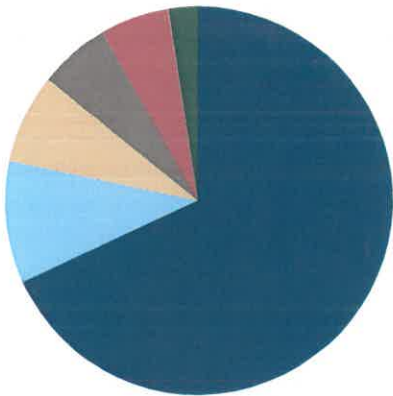
- Taxes (Budgeted) \$7,871,730
- Intergovernmental (Budgeted) \$577,833
- Licenses & Permits (Budgeted) \$200,000
- Charges for Services (Budgeted) \$168,639
- Fines & Forfeitures (Budgeted) \$44,515
- Franchise Fees (Budgeted) \$16,500
- Investment Income (Budgeted) \$10,000
- Miscellaneous (Budgeted) \$1,800

Key Takeaways:

Expenditures by Expense Type- As a service organization, personnel costs are vital.

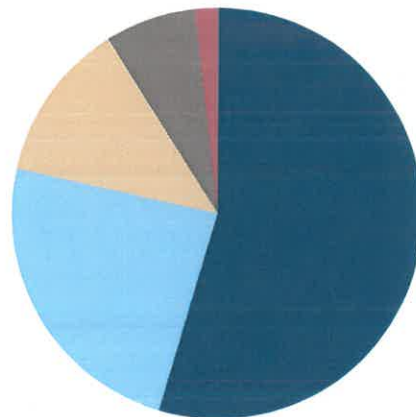
Expenditures by Function- Public Safety is of **primary** importance.

Budgeted General Fund Expenditures by Expense Type



- Personnel Services (Budgeted) \$5,925,357
- Services (Budgeted) \$887,219
- Other Financing Uses (Budgeted) \$641,000
- Supplies (Budgeted) \$521,524
- Maintenance (Budgeted) \$505,329
- Capital Outlay (Budgeted) \$220,000

Budgeted General Fund Expenditures by Function



- Public Safety (Budgeted) \$4,845,173
- General Government (Budgeted) \$2,132,999
- Public Works (Budgeted) \$1,116,103
- Other Financing Uses (Budgeted) \$635,000
- Culture & Recreation (Budgeted) \$161,742

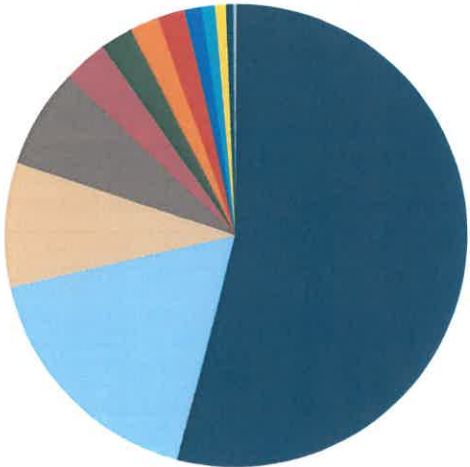
All Funds

Key Takeaways:

Revenues All Funds- The City has revenues other than Property Taxes that go to funding specific functions.

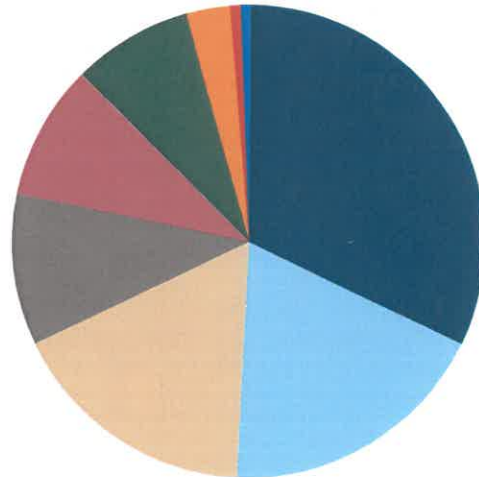
Expenditures All Funds- Many other functions are supported by targeted revenues for funding as opposed to reliance on General Fund.

Budgeted Revenues All Funds



- Taxes (Budgeted) \$14,250,240
- Other Financing Sources (Budgeted) \$4,610,066
- Water Utility (Budgeted) \$2,291,882
- Sewer Utility (Budgeted) \$1,841,000
- Intergovernmental (Budgeted) \$827,833
- Charges for Services (Budgeted) \$608,039
- Miscellaneous (Budgeted) \$529,430
- Stormwater Utility (Budgeted) \$504,000
- Special Assessments (Budgeted) \$298,983
- Licenses & Permits (Budgeted) \$251,100
- Franchise Fees (Budgeted) \$210,494
- Investment Income (Budgeted) \$134,450
- Fines & Forfeitures (Budgeted) \$47,015
- General Utility (Budgeted) \$19,300

Budgeted Expenditures by Function All Funds



- Debt Service (Budgeted) \$8,289,387
- Public Safety (Budgeted) \$4,845,173
- Public Works (Budgeted) \$4,423,331
- General Government (Budgeted) \$2,674,238
- Water Utility (Budgeted) \$2,381,782
- Sewer Utility (Budgeted) \$2,124,177
- Other Financing Uses (Budgeted) \$785,000
- Com & Economic Development (Budgeted) \$183,322
- Culture & Recreation (Budgeted) \$171,992

Estimated City Taxes Payable in 2025

The following table lists the estimated city taxes payable in 2024 for various home values. These figures do not include a market value exclusion that the state utilizes to reduce residential property taxes.

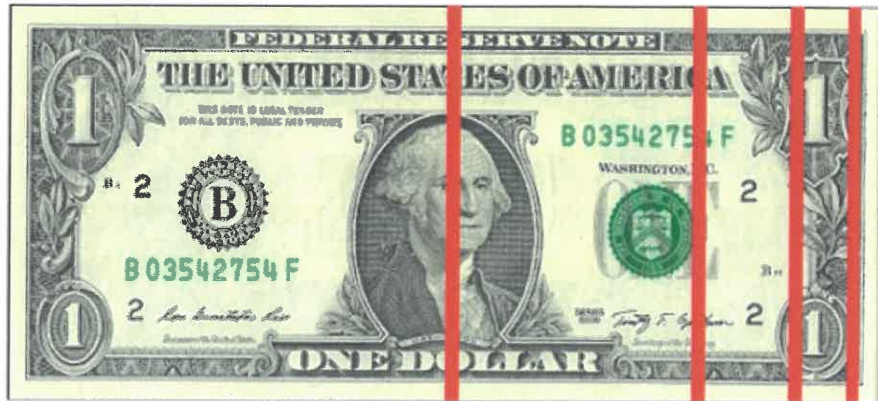
Home Market Value	'24 Payable City Taxes	'25 Payable City Taxes
300,000	1,352	1,368
400,000	1,803	1,824
500,000	2,254	2,281
600,000	2,705	2,737
700,000	3,156	3,193
800,000	3,607	3,649

Where Do Our Property Tax Dollars Go?

Where Do Our Property Tax Dollars Go in the General Fund?

A \$500,000 home generates \$2,281 in annual property taxes:

This comes to \$190 per month for 2025.



55 Cents Public Safety

24 Cents General Government

12 Cents Public Works

7 Cents Other Financing

2 Cents Park

Property Tax Comparisons of Select Cities within St. Louis and Carlton Counties

Total Tax (City, County, School, Other) based on a \$500,000 home in 2023 (most recent year of available data):

City	Total Tax
Hermantown	\$6,854
Proctor	\$7,378
Duluth	\$7,034
Virginia	\$10,468
Hibbing	\$7,576
Cloquet	\$8,131

CITY OF HERMANTOWN

City Council Meeting

Monday, November 4, 2024

6:30 PM Central

MEETING CONDUCTED IN PERSON & VIA ZOOM

Mayor Wayne Boucher: Present

Councilor John Geissler: Absent

Councilor Andy Hjelle: Present

Councilor Ellie Jones: Present

Councilor Brian LeBlanc: Present

CITY STAFF: John Mulder, City Administrator; Joe Wicklund, Assistant City Administrator; Eric Johnson, Community Development Director; David Bolf, City Engineer; Gunnar Johnson, City Attorney

VISITORS:

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ANNOUNCEMENTS**
5. **PUBLIC HEARING**
6. **COMMUNICATIONS**
 - A. Correspondence 24-113 through 24-117 placed on file
7. **PRESENTATIONS**
 - A. **3rd Quarter Financials**
Kevin Orme, Director of Finance & Administration
(Pre-Agenda Only)
 - B. **Special Revenue Budgets**
Kevin Orme, Director of Finance & Administration
(Pre-Agenda Only)
8. **PUBLIC DISCUSSION**
9. **MOTIONS**

10. **CONSENT AGENDA**

- A. **Minutes** - Approval or correction of October 21, 2024 City Council Continuation Minutes
- B. **Accounts Payable** - Approve general city warrants from October 16, 2024 through October 31, 2024 in the amount of \$1,323,590.21

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

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor Ellie Jones: Yea
Councilor John Geissler: Absent
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

11. **ORDINANCES**

- A. **2024-13 An Ordinance Amending Title 2 Of The Hermantown City Code By Amending The Official Zoning Map**

(second reading)
(motion, roll call)

Motion to approve 2024-13 An Ordinance Amending Title 2 Of The Hermantown City Code By Amending The Official Zoning Map. This motion, made by Councilor Andy Hjelle and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea
Councilor Brian LeBlanc: Yea
Councilor Ellie Jones: Yea
Councilor John Geissler: Absent
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

12. **RESOLUTIONS**

A. **2024-212 Resolution Approving A Procurement, Suspension and Debarment Policy**

(motion, roll call)

Motion to approve 2024-212 Resolution Approving A Procurement, Suspension and Debarment Policy. This motion, made by Councilor Andy Hjelle and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

B. **2024-213 Resolution Receiving Bids And Approving Award Of Contracts For The Northstar Ford Arena And Authoring Document Preparation And Execution (Joint Sealants - Scope 7-L)**

(motion, roll call)

Motion to approve 2024-213 Resolution Receiving Bids And Approving Award Of Contracts For The Northstar Ford Arena And Authoring Document Preparation And Execution (Joint Sealants - Scope 7-L). This motion, made by Councilor Ellie Jones and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

C. **2024-214 Resolution Receiving Bids And Approving Award Of Contracts For The Northstar Ford Arena And Authoring Document Preparation And Execution (Envelope Commissioning Services)**

(motion, roll call)

Motion to approve 2024-214 Resolution Receiving Bids And Approving Award Of Contracts For The Northstar Ford Arena And Authoring Document Preparation And Execution (Envelope Commissioning Services). This motion, made by Councilor Ellie Jones and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

D. **2024-215 Resolution Receiving Bids And Approving Award Of Contracts For The Northstar Ford Arena And Authoring Document Preparation And Execution (Mechanical & Electrical Commissioning Services)**

(motion, roll call)

Motion to approve 2024-215 Resolution Receiving Bids And Approving Award Of Contracts For The Northstar Ford Arena And Authoring Document Preparation And Execution (Mechanical & Electrical Commissioning Services). This motion, made by Councilor Brian LeBlanc and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

E. **2024-216 Resolution Approving Pay Request Number 5 For The NorthStar Ford Arena To Kraus-Anderson Construction Company In The Amount Of \$1,662,941.11**

(motion, roll call)

Motion to approve 2024-216 Resolution Approving Pay Request Number 5 For The NorthStar Ford Arena To Kraus-Anderson Construction Company In The Amount Of \$1,662,941.11. This motion, made by Councilor Andy Hjelle and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

F. **2024-217 Resolution Approving Change Order Number 9 For Fichtner Park Improvements to Kaski, Inc. In the Amount Of \$22,918.50**

(motion, roll call)

Motion to approve 2024-217 Resolution Approving Change Order Number 9 For Fichtner Park Improvements to Kaski, Inc. In the Amount Of \$22,918.50. This motion, made by Councilor Andy Hjelle and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

G. **2024-218 Resolution Approving Pay Request Number 6 For Road Improvement District 541 And 542 To Northland Constructors In The Amount Of \$860,973.34**

(motion, roll call)

Motion to approve 2024-218 Resolution Approving Pay Request Number 6 For Road Improvement District 541 And 542 To Northland Constructors In The Amount Of \$860,973.34. This motion, made by Councilor Brian LeBlanc and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

13. **CLOSED SESSION**

14. **RECESS**

Motion to recess at 6:47 p.m. This motion, made by Councilor Andy Hjelle and seconded by Councilor Ellie Jones, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor Ellie Jones: Yea

Councilor John Geissler: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

ATTEST:

Mayor

City Clerk

CITY OF HERMANTOWN

CHECKS #71487-71527
11/01/2024 - 11/15/2024

PAYROLL CHECKS

Electronic Checks - #-65394-65441	\$101,518.03
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Electronic Checks - #-65344-65388	\$101,176.84
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LIABILITY CHECKS

Electronic Checks - #-65439-65441	\$93,013.86
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Electronic Checks - #-65389-65393	\$70,462.52
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Electronic Checks - #-65337-65343	\$81,557.86
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Checks - #71487-71488	\$2,660.94
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PAYROLL EXPENSE TOTAL	\$450,390.05
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ACCOUNTS PAYABLE

Checks - #71490-71527	\$343,410.73
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Electronic Payments #-98426-98457	\$2,723,320.90
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ACCOUNTS PAYABLE TOTAL	\$3,066,731.63
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TOTAL	\$3,517,121.68
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CITY OF HERMANTOWN, MN 11/01/2024-11/15/2024
Check # is between 71490 and 71527 or Check # is between -98457 and -98426

11/14/2024

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	421100	Police Administration	NORTHEAST SERVICE COOPERATIVE	Health Ins Nov - Kristi Hanse	775.78	-98457
101	421100	Police Administration	NORTHEAST SERVICE COOPERATIVE	Health Ins Nov - Clinton Jone	721.96	-98457
101	134000	Retiree Insurance/Telephone Reimb.	NORTHEAST SERVICE COOPERATIVE	Health Ins Nov - Clinton Jone	80.22	-98457
101	134000	Retiree Insurance/Telephone Reimb.	NORTHEAST SERVICE COOPERATIVE	Health Ins Nov - Kristi Hanse	86.20	-98457
101	421100	Police Administration	AT&T MOBILITY	Cell Phones PD	1,428.88	-98456
602	494900	Sewer Administration and General	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	193.16	-98455
101	419901	City Hall & Police Building Maintenance	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	45.09	-98455
601	494400	Water Administration and General	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	368.64	-98455
101	415300	Administration & Finance	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	149.76	-98455
101	431100	Street Department	AT&T MOBILITY	Cell Phones/Tablets-PW/CH	157.71	-98455
101	422100	Fire Administration	AT&T MOBILITY	287337988826X11032024	285.95	-98454
101	421100	Police Administration	GREATAMERICA FINANCIAL SERVICES	Copier Lease/Konica C300 & C33	119.58	-98453
101	415300	Administration & Finance	GREATAMERICA FINANCIAL SERVICES	Copier Lease/Konica C458 Oct 2	117.87	-98453
602	494900	Sewer Administration and General	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr - Sep	26.97	-98452
601	494400	Water Administration and General	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr - Sep	43.15	-98452
101	419901	City Hall & Police Building Maintenance	MN ENERGY RESOURCES CORP	Natural Gas - CH/PD	400.35	-98452
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Old CH	10.77	-98452
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas Lightning Dr - Sep	37.76	-98452
101	422901	Firehall #1 Maple Grove Road	MN ENERGY RESOURCES CORP	Natural Gas - FH #1	489.32	-98452
101	419901	City Hall & Police Building Maintenance	MN ENERGY RESOURCES CORP	Natural Gas CH/PD	334.12	-98452
101	452200	Community Building	MN ENERGY RESOURCES CORP	Natural Gas Old CH	96.96	-98452
603	441100	Storm Water	BRAUN INTERTEC CORPORATION	Approach Grading & Bridge No.	722.50	-98451
101	421100	Police Administration	BRAY & REED LTD.	Prosecution Services Oct 2024	6,750.00	-98450
101	431901	City Garage	DOORCO, INC.	Cables on Eastern most door of	423.00	-98449
415	465200	Community Development	DSGW ARCHITECTS	Hermantown Arena	14,917.11	-98448
602	494500	Sewer Maintenance	ELECTRIC PUMP, INC.	Lift Station Service Agreement	4,850.00	-98447
101	452100	Parks	ELITE PORTABLE TOILETS, LLC	Portable Toilets	755.00	-98446
101	452100	Parks	ELITE PORTABLE TOILETS, LLC	Portable Toilets	755.00	-98446
101	452100	Parks	ELITE PORTABLE TOILETS, LLC	Portable Toilets	460.00	-98446
415	465200	Community Development	EPC ENGINEERING & TESTING LLC	Hermantown Hockey Arena	6,532.00	-98445
416	452100	Parks	EPC ENGINEERING & TESTING LLC	Fichtner Field	1,863.50	-98445
602	494900	Sewer Administration and General	GOPHER STATE ONE-CALL INC	Oct 24 Locates	86.75	-98444
601	494400	Water Administration and General	GOPHER STATE ONE-CALL INC	Oct 24 Locates	168.40	-98444
230	465100	HEDA	HTB PROJECT NAVIGATION, LLC	Hermantown Business Park - Oct	337.50	-98443
101	415300	Administration & Finance	INNOVATIVE OFFICE SOLUTIONS, LLC	Binder Clips/Address Labels	124.06	-98442
415	465200	Community Development	KRAUS-ANDERSON CONSTRUCTION COMPANY	Hermantown Hockey Arena	1,662,941.11	-98441
101	431100	Street Department	LEGACY CUSTOM COATINGS, LLC	Calcium Chloride	5,775.00	-98440
101	419901	City Hall & Police Building Maintenance	HARTEL'S/DBJ DISPOSAL CO LLC	Garbage Recycling Oct 2024 -12	554.57	-98439

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
602	494500	Sewer Maintenance	MCCOY CONSTRUCTION & FORESTRY, INC	Rental JD 325G 10/17-10/23	1,700.00	-98438
101	431100	Street Department	MCCOY CONSTRUCTION & FORESTRY, INC	Battery Box for 310 Loader	1,343.48	-98437
101	422100	Fire Administration	MENARD INC	Cleaning Supplies	23.17	-98436
101	419901	City Hall & Police Building Maintenance	MENARD INC	Hammer Drill	72.05	-98436
101	452200	Community Building	MENARD INC	Cable Ties etc	40.94	-98436
101	421100	Police Administration	MENARD INC	Charger	79.99	-98436
101	452100	Parks	MENARD INC	Park W/Interization Antifreeze	35.88	-98436
101	422100	Fire Administration	MENARD INC	Tool Bags	53.98	-98436
101	424100	Building Inspection	MENARD INC	Tape etc	108.49	-98436
601	494300	Water Distribution	MENARD INC	AA Batteries	11.22	-98436
101	422100	Fire Administration	MENARD INC	Vehicle Tools	33.88	-98436
101	421100	Police Administration	MENARD INC	Monitor Mounting Eq	244.96	-98436
101	422100	Fire Administration	MN OXYGEN COMPANY	Oxygen Cylinder Rental	226.74	-98435
602	494500	Sewer Maintenance	MN PUMP WORKS	E-1's	8,474.00	-98434
101	431100	Street Department	NORTHERN ENGINE & SUPPLY INC	Chain & Binders	548.40	-98433
101	431100	Street Department	NORTHERN ENGINE & SUPPLY INC	ratchet straps for sanders	274.80	-98433
475	431150	Street Improvements	NORTHLAND CONSTRUCTORS OF DULUTH, INC.	Hermantown Road and Old Midway	860,973.34	-98432
230	465100	HEDA	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hawklane Business Park	1,165.00	-98431
475	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Richard Lindgren - SAP 202-080	840.00	-98431
402	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Ugstad Road SP	900.00	-98431
475	431150	Street Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hermantown Road and Old Midway	34,532.50	-98431
603	441100	Storm Water	NORTHLAND CONSULTING ENGINEERS L.L.P.	Keene Creek Culvert Replacemen	180.00	-98431
603	441100	Storm Water	NORTHLAND CONSULTING ENGINEERS L.L.P.	Benson Rd Culvert	850.00	-98431
101	419100	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	Stauber Prop Dev	760.00	-98431
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Preagenda/City Council/4 Squar	1,920.00	-98431
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Stebner Park Drive	300.00	-98431
240	433500	Water Improvements	NORTHLAND CONSULTING ENGINEERS L.L.P.	TH 53 Water Main Replacement	10,120.00	-98431
230	465100	HEDA	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hwy 53 Business Park	280.00	-98431
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	24 Proj Mtg w Kevin	380.00	-98431
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Mobile Village	1,750.00	-98431
240	432510	Trunk Sewer Construction	NORTHLAND CONSULTING ENGINEERS L.L.P.	Oak Ridge Dr. Sanitary Sewer E	1,440.00	-98431
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Maple Field Mobile Home	1,235.00	-98431
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Mary Lane Improvements P.E.R.	380.00	-98431
412	419100	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hermantown Trail Project	5,840.00	-98431
415	465200	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	Hermantown Ice Arena	1,672.50	-98431
101	431100	Street Department	RICK'S TREE & STUMP REMOVAL 20	Tree Removal	200.00	-98430
101	490000	Miscellaneous Functions	TERCH & ASSOCIATES CONSULTING, LLC	HR Services	612.50	-98429
101	422100	Fire Administration	VC3	Firewall	181.65	-98428

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	413100	Mayor	VC3	Quarterly Billing for Oct thro	403.26	-98428
101	411100	Council	VC3	Quarterly Billing for Oct thro	272.06	-98428
101	422100	Fire Administration	VC3	Quarterly Billing for Oct thro	2,419.60	-98428
101	413100	Mayor	VC3	Firewall	30.27	-98428
101	431100	Street Department	VC3	Firewall	121.10	-98428
101	431100	Street Department	VC3	Quarterly Billing for Oct thro	1,613.08	-98428
101	421100	Police Administration	VC3	Recycling for PCs and HDDs	73.00	-98428
602	494900	Sewer Administration and General	VC3	Quarterly Billing for Oct thro	1,209.80	-98428
601	494400	Water Administration and General	VC3	Firewall	121.10	-98428
601	494400	Water Administration and General	VC3	Quarterly Billing for Oct thro	1,613.08	-98428
101	419100	Community Development	VC3	Quarterly Billing for Oct thro	1,209.80	-98428
101	415300	Administration & Finance	VC3	Quarterly Billing for Oct thro	2,419.60	-98428
101	415300	Administration & Finance	VC3	Firewall	181.65	-98428
101	421100	Police Administration	VC3	Supplies with new Cisco Equip	12.75	-98428
602	494900	Sewer Administration and General	VC3	Firewall	90.82	-98428
101	419100	Community Development	VC3	Firewall	90.82	-98428
101	424100	Building Inspection	VC3	Firewall	30.27	-98428
101	411100	Council	VC3	Firewall	121.10	-98428
101	424100	Building Inspection	VC3	Quarterly Billing for Oct thro	403.26	-98428
101	421100	Police Administration	VC3	Firewall	575.22	-98428
101	415300	Administration & Finance	VC3	Recycling for PCs and HDDs	73.00	-98428
101	421100	Police Administration	VC3	Quarterly Billing for Oct thro	7,743.06	-98428
602	494500	Sewer Maintenance	WLSSD	Wastewater Charges	48,473.00	-98427
230	465100	HEDA	CREATIVE ARCADE	Website Monthly Maintenance	250.03	-98426
415	465200	Community Development	ALTA LAND SURVEY CO INC	Northstar Ford Arena Expansion	4,000.00	71490
101	422100	Fire Administration	ARROWHEAD EMS ASSOCIATION, INC.	Membership Dues Renewal to 09/	56.25	71491
101	431901	City Garage	CINTAS CORPORATION	mats	8.88	71492
101	431901	City Garage	CINTAS CORPORATION	1st Aid Cabinets	132.05	71492
101	431901	City Garage	CINTAS CORPORATION	Mats/Supplies	58.54	71492
101	431901	City Garage	CINTAS CORPORATION	mats	30.72	71492
101	431100	Street Department	CINTAS CORPORATION	Uniforms	25.94	71492
101	431100	Street Department	CINTAS CORPORATION	Uniforms	7.92	71492
101	431901	City Garage	CINTAS CORPORATION	Mats/Supplies	38.86	71492
101	431100	Street Department	CINTAS CORPORATION	Uniforms	7.92	71492
101	431100	Street Department	CINTAS CORPORATION	Uniforms	25.94	71492
101	431901	City Garage	CINTAS CORPORATION	1st Aid Cabinets	161.78	71492
601	494300	Water Distribution	CONDON, DRAKE	Mileage Reimbursement - Water	207.10	71493
101	422100	Fire Administration	CONWAY SHIELD, INC	Helmet Passports	260.50	71494

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
601	494300	Water Distribution	CORE & MAIN LP	Water Radio Warranty Upgrades	289.00	71495
601	494300	Water Distribution	CORE & MAIN LP	Water Radio Warranty Upgrades	401.00	71495
245	465100	HEDA	COSTIN GROUP MN	City Lobbyist	1,500.00	71496
601	494400	Water Administration and General	CUSTOMER ELATION INC	09/24/24 - 10/21/24 Answering	35.86	71497
602	494900	Sewer Administration and General	CUSTOMER ELATION INC	09/24/24 - 10/21/24 Answering	23.91	71497
328	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
331	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.96	71498
325	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
329	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
324	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
330	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
327	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
326	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
323	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
318	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
320	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
315	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
322	471000	Debt Service	EHLERS & ASSOCIATES INC	24 Continuing Disclosure	326.92	71498
260	465100	HEDA	EHLERS & ASSOCIATES INC	General Economic Development -	610.00	71498
602	494500	Sewer Maintenance	FERGUSON WATERWORKS #2516	8x6 PVC SWR GSKT SDL WYE W/STR	275.28	71499
602	494500	Sewer Maintenance	FERGUSON WATERWORKS #2516	8x6 PVC SWR GSKT SDL WYE W/STR	83.81	71499
101	421100	Police Administration	HOLIDAY COMPANIES	Car Washes - Oct 2024	30.00	71500
101	419901	City Hall & Police Building Maintenance	IMPERIALDADE	Toilet Paper/Handsoap/Paper To	370.72	71501
101	431100	Street Department	INTERSTATE ALL BATTERY CENTER	Battery for 310 Loader	301.90	71502
101	419100	Community Development	JOHNSON, ERIC	Boots/Mileage	29.48	71503
101	419100	Community Development	JOHNSON, ERIC	Boots/Mileage	154.95	71503
101	419901	City Hall & Police Building Maintenance	JOHNSTONE SUPPLY	Furnace Filters	286.08	71504
101	421100	Police Administration	KOLAR	Battery Installation	732.90	71505
603	441100	Storm Water	KTM PAVING INC	City of Hermantown Patching	12,166.19	71506
101	431100	Street Department	KTM PAVING INC	City of Hermantown Patching	6,197.87	71506
601	494300	Water Distribution	KTM PAVING INC	City of Hermantown Patching	4,591.02	71506
101	421100	Police Administration	LEAGUE OF MINNESOTA CITIES	Fall Safety and Loss Control W	200.00	71507
101	422100	Fire Administration	LEAGUE OF MINNESOTA CITIES	Fall Safety and Loss Control W	100.00	71507
101	431100	Street Department	LINDE GAS & EQUIPMENT INC.	Cylinder Rent/Safe Env fee 09/	72.20	71508
415	465200	Community Development	MEDIACOM	4309 Ugstad Building Expansion	3,916.00	71509
416	452100	Parks	MN FOREST NURSERY	Trees	417.00	71510
101	422901	Firehall #1 Maple Grove Road	MN TELECOMMUNICATIONS	Nov 2024 Internet	90.00	71511
101	419901	City Hall & Police Building Maintenance	MN TELECOMMUNICATIONS	Nov 2024 Internet	360.00	71511

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Fun d	Account	Department	Vendor Name	Description	Amount	Check #
101	431100	Street Department	MORTON SALT, INC.	Road Salt	3,457.46	71512
101	431100	Street Department	MORTON SALT, INC.	Road Salt	3,384.26	71512
101	431100	Street Department	MORTON SALT, INC.	Road Salt	3,451.35	71512
416	452100	Parks	MUSCO SPORTS LIGHTING, LLC	233045 Fichtner Fields Pole Re	259,985.00	71513
101	431100	Street Department	NAPA AUTO PARTS	Battery for Hot Pressure Wash	80.76	71514
101	431100	Street Department	NAPA AUTO PARTS	Fuel Additives & Exhaust Fluid	831.15	71514
101	422100	Fire Administration	NAPA AUTO PARTS	Vehicle Battery	326.85	71514
101	431100	Street Department	POMP'S TIRE SERVICE INC	H-0 Tire Repair	302.81	71515
101	321990	Other Licenses & Permits	PUANGSOMBUT, AKAPONG	refund for massage license	95.00	71516
601	494300	Water Distribution	RANGEL, TEODORO	Travel Expense for CDL Trainin	469.00	71517
101	421100	Police Administration	ROSS, DANA	Mileage Reimbursement	160.80	71518
101	415300	Administration & Finance	SAFEGUARD QBS	W-2 & 1099 Supplies	136.80	71519
602	494900	Sewer Administration and General	SAFEGUARD QBS	W-2 & 1099 Supplies	17.10	71519
601	494400	Water Administration and General	SAFEGUARD QBS	W-2 & 1099 Supplies	17.10	71519
101	431100	Street Department	SATHERS, LLC	Class 5- Crushed Material	1,232.00	71520
101	431100	Street Department	SATHERS, LLC	Recycled Blacktop - Hauled	600.00	71520
101	452200	Community Building	SHERWIN WILLIAMS	Paint	44.42	71521
101	417200	Communications	STORY NORTH PRODUCTIONS	Video Production	11,750.00	71522
601	494300	Water Distribution	TERHAAR, JERRIE	Lunch while @ training	49.66	71523
101	421100	Police Administration	TROY'S BP AMOCO INC	23 Tahoe Tire Rotation	134.00	71524
101	421100	Police Administration	TROY'S BP AMOCO INC	21 Tahoe Tire Rotation	134.00	71524
101	421100	Police Administration	TROY'S BP AMOCO INC	Brakes 22 tahoe	528.64	71524
101	421100	Police Administration	TROY'S BP AMOCO INC	Tire Balance	134.00	71524
101	419901	City Hall & Police Building Maintenance	UHL COMPANY INC	Fire & Police Dept WO# 66250	2,341.00	71525
101	431100	Street Department	UNITED RENTALS (NORTH AMERICA) INC	Water Truck Rental	3,740.00	71526
230	465100	HEDA	ZIMMERMAN/VOLK ASSOCIATES, INC.	Residential Market Analysis	7,500.00	71527

Totals: 178 records printed

3,066,731.63



CITY COUNCIL MEETING DATE: November 18, 2024

TO: Mayor & City Council

FROM: Kevin Orme, Director of Finance & Administration

SUBJECT: Approve CLA contract for 2024 audit

☒ **RESOLUTION:** 2024-219 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve CLA contract for 2024 audit.

BACKGROUND

Clifton Larson Allen (CLA), the Cities audit firm for several years, has submitted their attached Statement of Work for performing the 2024 audit of the City of Hermantown. We are requesting approval of this Statement of Work.

SOURCE OF FUNDS (if applicable)

Budgeted in General Fund, Sewer Fund, Water Fund

ATTACHMENTS

CLA Statement of Work – Audit Services

Resolution No. 2024-219

**Resolution Authorizing A Contract For Professional Services With Clifton Larson Allen
LLP For Audit Services In The Amount Of \$46,500 For The Audit And Financial
Statements**

WHEREAS, the City of Hermantown (“City”) desires to have a City audit (“Project”); and

WHEREAS, CliftonLarsonAllen LLP submitted a Statement of Work dated November 8, 2024 (“Proposal”) in the amount of \$46,500; and

WHEREAS, the City Council believes that it is in the best interests of the City of Hermantown to approve the Proposal; and

WHEREAS, City and CliftonLarsonAllen LLP desire to enter into a Professional Services Agreement attached hereto.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hermantown, Minnesota that the Mayor and City Clerk are hereby authorized and directed to execute and deliver the Professional Services Agreement with CliftonLarsonAllen LLP substantially in the form of the one attached hereto as **Exhibit A**.

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 November 18, 2024.

EXHIBIT A



November 8, 2024

Statement of Work - Audit Services

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated December 19, 2022, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and City of Hermantown ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended December 31, 2024.

Christopher Knopik, CPA, CFE is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of City of Hermantown, and the related notes to the financial statements as of and for the year ended December 31, 2024.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements.

The RSI will be subjected to certain limited procedures, but will not be audited.

We will also evaluate and report on the presentation of the supplementary information other than RSI accompanying the financial statements in relation to the financial statements as a whole.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the required supplementary information (RSI).
- Preparation of the supplementary information.
- Preparation of lease schedules
- Assistance with GASB 87/96 calculations, if requested

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Our audit will be conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require us to be independent of the entity and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. Our audit will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion.

We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will issue a written report upon completion of our audit of your financial statements.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that

the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

As part of our audit, we will also perform the procedures and provide the report required by the Minnesota Legal Compliance Audit Guide for Political Subdivisions.

It is our understanding that our auditors' report will be included in your annual report which is comprised of the annual financial statements and that your annual report will be issued by in conjunction with the Auditors' report. Our responsibility for other information included in your annual report does not extend beyond the financial information identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to corroborate other information contained in your annual report. We are required by professional standards to read the other information and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*.

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting

estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management of override of controls
- Revenue recognition

We plan to use an auditors' specialist to valuation of investments.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards*. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we identify during the audit that are required to be communicated under AICPA

professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

You are responsible for the design, implementation, and maintenance of effective internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and objectives are met. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former

employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including amounts and disclosures, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters, and for the accuracy and completeness of that information (including information from within and outside of the general and subsidiary ledgers); (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation of the supplementary information in accordance with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for the preparation of other information included in your annual report. You agree to provide the final version of such information to us in a timely manner, and if possible, prior to the date of our auditors' report. If the other information included in your annual report will not be available until after the date of our auditors' report on the financial statements, you agree to provide written representations indicating that (1) the information is consistent with the financial statements, (2) the other information does not contain material misstatements, and (3) the final version of the documents will be provided to us when available, and prior to issuance of the annual report by the entity, so that we can complete the procedures required by professional standards. Management agrees to correct material inconsistencies that we may identify. You agree to include our auditors' report in any document containing financial statements that indicates that such financial statements have been audited by us.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false

representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes confidential and proprietary information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Minnesota Office of the State Auditor, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of CLA personnel. Furthermore, upon request, we may provide copies or electronic versions of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the Minnesota Office of the State Auditor. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and

objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Fees

Our professional fees are outlined in the table below:

Audit of financial statements	\$46,500.00
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Assistance with GASB 87/96 calculations, if requested - Actual Time

The fees above include expenses (including travel, report production, word processing, postage, internal and administrative charges, etc.). We will also bill a technology and client support fee of five percent (5%) of all professional fees billed. Our fee is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of City of Hermantown.

CLA
CliftonLarsonAllen LLP

Christopher G. Knopik

Christopher G. Knopik, Principal

SIGNED 11/8/2024, 3:38:15 PM CST

Client
City of Hermantown

SIGN:

Wayne Boucher, Mayor

DATE:



332 West Superior Street
Suite 600
Duluth, MN 55803

P (218) 722-3915
T (866) 452-9454
F (218) 722-4548

www.msa-ps.com

November 12, 2024

John Mulder – City Administrator
City of Hermantown
5105 Maple Grove Rd
Hermantown, MN 55811

Re: Change Order #20 & Pay Application #10
SP 202-101-014, SP 202-104-012
Ugstad Rd & Arrowhead Rd Improvements

Dear Mr. Mulder,

Enclosed is the following document recommended for approval at the next council meeting.

1. Change Order #20 in the amount of \$104,129.68. This is a compensating change order for final base bid & change order quantities paid to Ulland Brothers, Inc. for the project.
2. Pay Application #10 in the amount of \$11,527.70 to Ulland Brothers, Inc, the project prime contractor. This amount is for:
 - a. Release of remaining retainage.
 - b. This is the Final Payment for the project. Final project quantities have been agreed upon and the punchlist is complete.
 - c. Work to repair School Zone Speed Limit Flashing Beacon system will be completed as a warranty claim with the contractor if necessary.

Sincerely,

MSA Professional Services, Inc.

A handwritten signature in black ink, reading "James A. Watters", with a stylized flourish at the end.

James Watters, PE
Project Manager

Resolution No. 2024-220

Resolution Approving Change Order Number 20 For Road Improvement Project 534 (Ugstad & Arrowhead Roads) To Ulland Brothers Inc In The Amount Of \$104,129.68

WHEREAS, the City of Hermantown has contracted with Ulland Brothers Inc, for Road Improvement Project 534 (Ugstad & Arrowhead Roads) (“Project:”); and

WHEREAS, Ulland Brothers, Inc, have submitted Change Order No. 20 for \$104,129.68;

WHEREAS, Ulland Brothers Inc, has recommended such Change Order No. 20, and;

WHEREAS, the project engineer, (MSA Professional Services, Inc.), and the City Engineer, (Northland Consulting Engineers LLP) have approved such Change Order No. 20, and;

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

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

1. Change Order No. 20 is hereby approved.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

Councilors _____

and the following voted in opposition thereto:

WHEREUPON, such resolution has been duly passed and adopted November 18, 2024.



STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

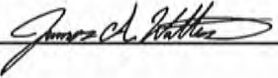
Rev. February 2018

SP	202-101-014, 202-104-012	MN Project No.:	6922(198)	Change Order No.	20
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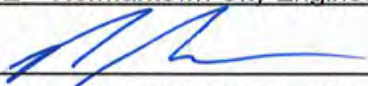
Project Location	UGSTAD RD FROM MAPLE GROVE RD TO MILLER TRUNK HIGHWAY 194 (US 53) AND ARROWHEAD RD FROM 1300 FT WEST OF UGSTAD RD TO 800 FT EAST OF UGSTAD RD.		
Local Agency	CITY OF HERMANTOWN	Local Project No.	NA
Contractor	ULLAND BROTHERS, INC.	Contract No.	NA
Address/City/State/Zip	1634 Hwy. 210 Carlton, MN 55718		
Total Change Order Amount \$		\$104,129.68	

This is a compensating change order that rectifies the final completed quantities in the base bid and change orders against the original contract and change order amounts. See attached breakdown.

Estimate Of Cost: <i>(Include any increases or decreases in contract items, any negotiated or force account items.)</i>						
**Group/funding Category	Item No.	Description	Unit	Unit Price	+ or - Quantity	+ or - Amount \$
Net Change this Change Order						\$104,129.68
Due to this change, the contract time: <i>(check one)</i>						
(x) Is NOT changed		() May be revised as provided in MnDOT Specification 1806				
() Is Increased by _____ Working Days		() Is Increased by _____ Calendar Days				
() Is Decreased by _____ Working Days		() Is Decreased by _____ Calendar Days				

Approved by Project Engineer:  Date: 11/11/24
Print Name: James Watters, PE Phone: 612-548-3152

Approved by City Engineer: _____ Date: _____
Print Name: David Bolf, PE – Hermantown City Engineer Phone: 218-727-5995

Approved by Contractor:  Date: 11/12/2024
Print Name: Ryan Swanson, PE – Ulland Brothers, Inc Phone: 218-966-9822

DSAE Portion: The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: ___ Federal Funding ___ State Aid Funding ___ Local funds

District State Aid Engineer: _____ Date: _____

LN	SPEC NO	ITEM DESCRIPTION	UNIT	ORIGINAL CONTRACT QUANTITY	ULLAND UNIT PRICE	COMPLETED TOTAL		SP 202-101-014				SP 202-104-012				NON-PARTICIPATING				COMPENSATING	
								UGSTAD RD		STORM SEWER		W. ARROWHEAD RD		STORM SEWER		CITY OF HERMANTOWN					
						QTY	AMOUNT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT		
1	2021.501	MOBILIZATION	LS	1.00	\$24,996.80	1.00	\$ 24,996.80	0.65	\$ 16,247.92	0.08	\$ 1,999.74	0.20	\$ 4,999.36	0.04	\$ 999.87	0.02	\$ 499.94	0.01	\$ 249.97	0.00	\$ -
2	2101.501	CLEARING AND GRUBBING	LS	1	\$1,600.00	1	\$ 1,600.00	1.00	\$ 1,600.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
3	2104.502	REMOVE CASTING	EACH	50	\$100.00	50	\$ 5,000.00	19.00	\$ 1,900.00	0.00	\$ -	0.00	\$ -	11.00	\$ 1,100.00	0.00	\$ -	20.00	\$ 2,000.00	0	\$ -
4	2104.502	REMOVE DRAINAGE STRUCTURE	EACH	19	\$400.00	21	\$ 8,400.00	14.00	\$ 5,600.00	0.00	\$ -	7.00	\$ 2,800.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	2	\$ 800.00
5	2104.502	REMOVE MAIL BOX SUPPORT	EACH	58	\$130.00	67	\$ 8,710.00	62.00	\$ 8,060.00	0.00	\$ -	5.00	\$ 650.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	9	\$ 1,170.00
6	2104.502	REMOVE SIGN TYPE C	EACH	113	\$50.00	113	\$ 5,650.00	27.00	\$ 1,350.00	0.00	\$ -	86.00	\$ 4,300.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
7	2104.502	SALVAGE PIPE APRON	EACH	2	\$600.00	1	\$ 600.00	1.00	\$ 600.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	-1	\$ (600.00)
8	2104.502	SALVAGE SIGN TYPE C	EACH	20	\$50.00	20	\$ 1,000.00	18.00	\$ 900.00	0.00	\$ -	2.00	\$ 100.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
9	2104.503	REMOVE BITUMINOUS CURB	LIN FT	605	\$3.00	419	\$ 1,257.00	419.00	\$ 1,257.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	-186	\$ (558.00)
10	2104.503	REMOVE CURB AND GUTTER	LIN FT	11676	\$2.70	11,898	\$ 32,124.60	8,175.00	\$ 22,072.50	0.00	\$ -	3,723.00	\$ 10,052.10	0.00	\$ -	0.00	\$ -	0.00	\$ -	222	\$ 599.40
11	2104.503	REMOVE PIPE CULVERTS	LIN FT	70	\$14.00	70	\$ 980.00	70.00	\$ 980.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
12	2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	1224	\$15.00	1,140	\$ 17,100.00	410.00	\$ 6,150.00	0.00	\$ -	730.00	\$ 10,950.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	-84	\$ (1,260.00)
13	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	19064	\$3.75	19,555	\$ 73,331.25	13,341.00	\$ 50,028.75	0.00	\$ -	6,214.00	\$ 23,302.50	0.00	\$ -	0.00	\$ -	0.00	\$ -	491	\$ 1,841.25
14	2104.504	REMOVE CONCRETE WALK	SQ YD	3725	\$11.00	4,398	\$ 48,378.00	2,875.00	\$ 31,625.00	0.00	\$ -	1,523.00	\$ 16,753.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	673	\$ 7,403.00
15	2106.507	GRANULAR EMBANKMENT (CV) (P)	CU YD	670	\$29.00	670	\$ 19,430.00	670.00	\$ 19,430.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
16	2106.507	COMMON EMBANKMENT (CV) (P)	CU YD	4075	\$5.20	4,075	\$ 21,190.00	3,915.00	\$ 20,358.00	0.00	\$ -	160.00	\$ 832.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
17	2106.507	EXCAVATION - COMMON (P)	CU YD	16540	\$12.00	16,540	\$ 198,480.00	11,120.00	\$ 133,440.00	0.00	\$ -	5,420.00	\$ 65,040.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
18	2106.507	SLCT GRAN EMBKNMNT MOD 7% (CV) (P)	CU YD	7165	\$24.00	7,165	\$ 171,960.00	5,124.00	\$ 122,976.00	0.00	\$ -	2,041.00	\$ 48,984.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
19	2106.607	HAUL & DSPSE OF CONTAMINATED SOIL	CU YD	25	\$105.00	0	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	-25	\$ (2,625.00)
20	2108.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	17405	\$3.20	17,343	\$ 55,497.60	11,442.00	\$ 36,614.40	0.00	\$ -	5,901.00	\$ 18,883.20	0.00	\$ -	0.00	\$ -	0.00	\$ -	-62	\$ (198.40)
21	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	150	\$205.00	92	\$ 18,860.00	66.00	\$ 13,530.00	0.00	\$ -	26.00	\$ 5,330.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	-58	\$ (11,890.00)
22	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	7545	\$41.00	7,545	\$ 309,345.00	5,016.00	\$ 205,656.00	0.00	\$ -	2,529.00	\$ 103,689.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
23	2118.507	AGGREGATE SURFACING (CV) CL 5 (P)	CU YD	265	\$95.00	267.5	\$ 25,412.50	260.50	\$ 24,747.50	0.00	\$ -	7.00	\$ 665.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	2.5	\$ 237.50
24	2215.504	FULL DEPTH RECLAMATION	SQ YD	10445	\$1.20	10,445	\$ 12,534.00	10,445.00	\$ 12,534.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
25	2215.507	HAUL FULL DEPTH RECLAMATION (LV)	CU YD	430	\$17.00	430	\$ 7,310.00	430.00	\$ 7,310.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
26	2232.504	MILL BITUMINOUS SURFACE (3.0")	SQ YD	23670	\$2.50	23,258	\$ 58,145.00	18,290.00	\$ 45,725.00	0.00	\$ -	4,968.00	\$ 12,420.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	-412	\$ (1,030.00)
27	2360.509	TYPE SP 9.5 BIT MIX FOR PATC	TON	306	\$355.00	305	\$ 108,275.00	297.00	\$ 105,435.00	0.00	\$ -	8.00	\$ 2,840.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	-1	\$ (355.00)
28	2360.509	TYPE SP 9.5 WE CRS MIX (3,B)	TON	4220	\$88.00	1,348	\$ 118,624.00	1,348.00	\$ 118,624.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	-2872	\$ (252,736.00)
29	2360.509	TYPE SP 9.5 WE CRS MIX (3,C)	TON	5185	\$94.00	6,810	\$ 640,140.00	4,976.00	\$ 467,744.00	0.00	\$ -	1,834.00	\$ 172,396.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	1625	\$ 152,750.00
30	2360.509	TYPE SP 12.5 NON WE CRS MIX (3,C)	TON	1885	\$96.00	3,980	\$ 382,080.00	3,698.00	\$ 355,008.00	0.00	\$ -	282.00	\$ 27,072.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	2095	\$ 201,120.00
31	2360.604	TYPE SP 12.5 BIT MIX FOR PATCH (3")	SQ YD	900	\$29.50	557	\$ 16,431.50	384.00	\$ 11,328.00	0.00	\$ -	173.00	\$ 5,103.50	0.00	\$ -	0.00	\$ -	0.00	\$ -	-343	\$ (10,118.50)
32	2501.502	12" RC PIPE APRON	EACH	4	\$1,400.00	3	\$ 4,200.00	0.00	\$ -	3.00	\$ 4,200.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	-1	\$ (1,400.00)
33	2501.502	15" RC PIPE APRON	EACH	7	\$1,500.00	7	\$ 10,500.00	0.00	\$ -	7.00	\$ 10,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
34	2501.502	24" RC PIPE APRON	EACH	4	\$1,800.00	4	\$ 7,200.00	0.00	\$ -	3.00	\$ 5,400.00	0.00	\$ -	1.00	\$ 1,800.00	0.00	\$ -	0.00	\$ -	0	\$ -
35	2501.502	30" RC PIPE APRON	EACH	2	\$2,300.00	2	\$ 4,600.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	2.00	\$ 4,600.00	0.00	\$ -	0.00	\$ -	0	\$ -
36	2501.502	28" SPAN RC PIPE-ARCH APRON	EACH	7	\$2,000.00	7	\$ 14,000.00	0.00	\$ -	7.00	\$ 14,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
37	2501.502	36" SPAN RC PIPE-ARCH APRON	EACH	4	\$2,800.00	4	\$ 11,200.00	0.00	\$ -	3.00	\$ 8,400.00	0.00	\$ -	1.00	\$ 2,800.00						

LN	SPEC NO	ITEM DESCRIPTION	UNIT	ORIGINAL CONTRACT QUANTITY	ULLAND UNIT PRICE	COMPLETED TOTAL		SP 202-101-014				SP 202-104-012				NON-PARTICIPATING				COMPENSATING	
								UGSTAD RD				W. ARROWHEAD RD				CITY OF HERMANTOWN					
						QTY	AMOUNT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT
81	2575.505	SEEDING	ACRE	2.4	\$550.00	2.59	\$ 1,424.50	2.10	\$ 1,155.00	0.00	\$ -	0.49	\$ 269.50	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ 104.50
82	2575.508	SEED MIXTURE 25-141	LBS	173	\$10.00	153.45	\$ 1,534.50	124.45	\$ 1,244.50	0.00	\$ -	29.00	\$ 290.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	-19.55	\$ (195.50)
83	2580.503	INTERIM PAVEMENT MARKING	LIN FT	27210	\$0.30	14,403	\$ 4,320.90	10,697.00	\$ 3,209.10	0.00	\$ -	3,706.00	\$ 1,111.80	0.00	\$ -	0.00	\$ -	0.00	\$ -	-12807	\$ (3,842.10)
84	2582.503	4" DBL SLD LN MLTI-CMPNNT GRND IN	LIN FT	13005	\$1.05	12,265	\$ 12,878.25	9,470.50	\$ 9,944.03	0.00	\$ -	2,794.50	\$ 2,934.23	0.00	\$ -	0.00	\$ -	0.00	\$ -	-740	\$ (777.00)
85	2582.503	4" SOLID LN MLTI-CMPNNT GRND IN	LIN FT	26159	\$0.55	24,419.5	\$ 13,430.73	20,212.00	\$ 11,116.60	0.00	\$ -	4,207.50	\$ 2,314.13	0.00	\$ -	0.00	\$ -	0.00	\$ -	-1739.5	\$ (956.73)
86	2582.503	12" SOLID LN MLTI-CMPNNT GRND IN	LIN FT	210	\$12.30	251	\$ 3,087.30	116.50	\$ 1,432.95	0.00	\$ -	134.50	\$ 1,654.35	0.00	\$ -	0.00	\$ -	0.00	\$ -	41	\$ 504.30
87	2582.503	24" SOLID LN MULTI-CMPNNT GRND IN	LIN FT	110	\$13.20	148	\$ 1,953.60	77.50	\$ 1,023.00	0.00	\$ -	70.50	\$ 930.60	0.00	\$ -	0.00	\$ -	0.00	\$ -	38	\$ 501.60
88	2582.503	4" BROKEN LN MLTI-CMPNNT GRND IN	LIN FT	160	\$0.55	834	\$ 458.70	834.00	\$ 458.70	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	0.00	\$ -	674	\$ 370.70
89	2582.518	CROSSWALK MLTI-CMPNNT GRND IN	SQ FT	462	\$12.30	630	\$ 7,749.00	336.00	\$ 4,132.80	0.00	\$ -	294.00	\$ 3,616.20	0.00	\$ -	0.00	\$ -	0.00	\$ -	168	\$ 2,066.40
90	2582.518	PVMNT MSSGE MLTI-CMPNNT GRND IN	SQ FT	656	\$12.30	656	\$ 8,068.80	408.00	\$ 5,018.40	0.00	\$ -	248.00	\$ 3,050.40	0.00	\$ -	0.00	\$ -	0.00	\$ -	0	\$ -
		TOTAL					\$ 4,302,637.73		\$ 2,841,360.80		\$ 368,707.24		\$ 812,454.91		\$ 188,105.87		\$ 72,869.94		\$ 19,138.97		\$ 104,467.73

CO#	SPEC NO	CHANGE ORDERS	UNIT	QUANTITY	PRICE	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT	QTY	AMT
2	2504.503	SAWING BIT PAVEMENT	LIN FT	5300	\$1.25	6,114	\$ 7,642.50	5,300	\$ 6,625.00		\$ -	814	\$ 1,017.50		\$ -		\$ -		\$ -	814	\$ 1,017.50
3	2104.503	REMOVE CURB & GUTTER	LIN FT	60	\$2.70	60	\$ 162.00	60	\$ 162.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
3	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	22	\$13.10	22	\$ 288.20	22	\$ 288.20		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
3	2106.507	EXCAVATION - COMMON (P)	CU YD	94	\$19.80	94	\$ 1,861.20	94	\$ 1,861.20		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
3	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	48	\$58.10	48	\$ 2,788.80		\$ -		\$ -	48	\$ 2,788.80		\$ -		\$ -		\$ -	0	\$ -
3	2360.509	TYPE SP 9.5 BITUMINOUS MIXTURE FOR PATCHING	TON	6	\$360.00	6	\$ 2,160.00		\$ -		\$ -	6	\$ 2,160.00		\$ -		\$ -		\$ -	0	\$ -
3	2504.602	WET TAP WITH 6" HYDRANT	EACH	1	\$8,300.00	0.54	\$ 4,482.00		\$ -		\$ -		\$ -		\$ -	0.54	\$ 4,482.00		\$ -	0	\$ (3,818.00)
3	2504.602	WET TAP WITH HYDRANT	EACH	1	\$16,100.00	1	\$ 16,100.00		\$ -		\$ -		\$ -		\$ -	1	\$ 16,100.00		\$ -	0	\$ -
3	2521.518	4" CONCRETE WALK	SQ FT	1040	\$5.20	708	\$ 3,681.60		\$ -		\$ -	708	\$ 3,681.60		\$ -		\$ -		\$ -	-332	\$ (1,726.40)
3	2531.503	CONC CURB AND GUTTER DESIGN S524	LIN FT	60	\$22.00	60	\$ 1,320.00		\$ -		\$ -	60	\$ 1,320.00		\$ -		\$ -		\$ -	0	\$ -
3	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	55	\$102.00	36.8	\$ 3,753.60		\$ -		\$ -	36.8	\$ 3,753.60		\$ -		\$ -		\$ -	-18	\$ (1,856.40)
3	2575.504	SODDING TYPE LAWN	SQ YD	90	\$12.50	0	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	-90	\$ (1,125.00)
5	2106.507	EXCAVATION - COMMON (P)	CU YD	559	\$19.80	559	\$ 11,068.20	559	\$ 11,068.20		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
7	2104.502	REMOVE PIPE APRON	EACH	1	\$420.00	1	\$ 420.00	1	\$ 420.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
7	2104.503	REMOVE PIPE CULVERT	LIN FT	108	\$19.40	108	\$ 2,095.20	108	\$ 2,095.20		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
7	2501.502	15" GS PIPE APRON	EACH	1	\$875.00	1	\$ 875.00	1	\$ 875.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
7	2501.503	12" CP PIPE CULVERT	LIN FT	108	\$54.80	108	\$ 5,918.40	108	\$ 5,918.40		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
8	2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	5200	\$2.65	5,185	\$ 13,740.25	5,185	\$ 13,740.25		\$ -		\$ -		\$ -		\$ -		\$ -	-15	\$ (39.75)
8	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (2,C)	TON	590	\$103.00	660	\$ 67,980.00	660	\$ 67,980.00		\$ -		\$ -		\$ -		\$ -		\$ -	70	\$ 7,210.00
9	2131.506	CALCIUM CHLORIDE SOLUTION	GAL	2300	\$1.44	2,300	\$ 3,312.00	2,300	\$ 3,312.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
10	2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	4010	\$2.52	4,010	\$ 10,105.20	4,010	\$ 10,105.20		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
10	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	510	\$98.00	510	\$ 49,980.00	510	\$ 49,980.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
11	2104.502	REMOVE HYDRANT(IN LOCATION OF NEW HYDRANT)	EACH	4	\$420.00	4	\$ 1,680.00		\$ -		\$ -		\$ -		\$ -	4	\$ 1,680.00		\$ -	0	\$ -
11	2104.502	REMOVE HYDRANT(IN LOCATION WITH NO PROPOSED HYDRANT)	EACH	1	\$2,970.00	1	\$ 2,970.00		\$ -		\$ -		\$ -		\$ -	1	\$ 2,970.00		\$ -	0	\$ -
12	2503.602	SANITARY SEWER SERVICE	EACH	1	\$10,360.00	1	\$ 10,360.00		\$ -		\$ -		\$ -		\$ -		\$ -	1	\$ 10,360.00	0	\$ -
12	2504.602	WATER SERVICE SYSTEM	EACH	1	\$6,420.00	1	\$ 6,420.00		\$ -		\$ -		\$ -		\$ -	1	\$ 6,420.00		\$ -	0	\$ -
12	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	11	\$117.28	11	\$ 1,290.08		\$ -		\$ -	11	\$ 1,290.08		\$ -		\$ -		\$ -	0	\$ -
13	2123.61	TRACTOR MOUNTED BACKHOE(245)	HOURL	5	\$187.00	5	\$ 935.00	5	\$ 935.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
13	2123.61	COMMON LABORERS	HOURL	8	\$93.00	8	\$ 744.00	8	\$ 744.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
13	2123.61	MACHINE TIME (DELIVERY OF PIPE)	HOURL	2	\$234.00	2	\$ 468.00	2	\$ 468.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
13	2123.61	TRACTOR MOUNTED BACKHOE(345)	HOURL	3	\$226.00	3	\$ 678.00	3	\$ 678.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
13	2123.61	3.0 CU YD FRONT END LOADER	HOURL	1	\$151.00	1	\$ 151.00	1	\$ 151.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
13	2501.503	30" RC PIPE CULVERT	LIN FT	8	\$93.40	8	\$ 747.20	8	\$ 747.20		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
14	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	90	\$7.80	90	\$ 702.00		\$ -		\$ -		\$ -		\$ -	90	\$ 702.00		\$ -	0	\$ -
14	2104.503	REMOVE CURB & GUTTER	LIN FT	50	\$2.70	50	\$ 135.00		\$ -		\$ -		\$ -		\$ -	50	\$ 135.00		\$ -	0	\$ -
14	2504.602	WET TAP	EACH	1	\$3,790.00	1	\$ 3,790.00		\$ -		\$ -		\$ -		\$ -	1	\$ 3,790.00		\$ -	0	\$ -
14	2504.603	6" WATERMAIN DUCTILE IRON (SERVICE)	LIN FT	40	\$118.00	40	\$ 4,720.00		\$ -		\$ -		\$ -		\$ -	40	\$ 4,720.00		\$ -	0	\$ -
14	2504.602	INSTALL HYDRANT	EACH	1	\$1,830.00	1	\$ 1,830.00		\$ -		\$ -		\$ -		\$ -	1	\$ 1,830.00		\$ -	0	\$ -
14	2108.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	90	\$3.10	90	\$ 279.00		\$ -		\$ -		\$ -		\$ -	90	\$ 279.00		\$ -	0	\$ -
14	2106.507	SELECT GRANULAR EMBANKMENT MOD 7% (CV)	CU YD	30	\$43.50	30	\$ 1,305.00		\$ -		\$ -		\$ -		\$ -	30	\$ 1,305.00		\$ -	0	\$ -
14	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	25	\$59.00	25	\$ 1,475.00		\$ -		\$ -		\$ -		\$ -	25	\$ 1,475.00		\$ -	0	\$ -
14	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE	TON	10	\$108.00	10	\$ 1,080.00		\$ -		\$ -		\$ -		\$ -	10	\$ 1,080.00		\$ -	0	\$ -
14	2106.601	ICE ARENA FRONTAGE ROAD	LUMP SUM	1	\$6,240.00	1	\$ 6,240.00		\$ -		\$ -		\$ -		\$ -	1	\$ 6,240.00		\$ -	0	\$ -
15	2123.61	COMMON LABORERS	HOURL	22	\$87.00	22	\$ 1,914.00		\$ -		\$ -		\$ -		\$ -	22	\$ 1,914.00		\$ -	0	\$ -
15	2123.61	TRACTOR MOUNTED BACKHOE	HOURL	4	\$165.00	4	\$ 660.00		\$ -		\$ -		\$ -		\$ -	4	\$ 660.00		\$ -	0	\$ -
16	2123.61	TRACTOR MOUNTED BACKHOE	HOURL	8.5	\$148.00	8.5	\$ 1,258.00		\$ -		\$ -		\$ -		\$ -	8.5	\$ 1,258.00		\$ -	0	\$ -
17	2360.601	SP 202-101-014 - UGSTAD RD	LUMP SUM	1	\$13,101.74	1	\$ 13,101.74	1	\$ 13,101.74		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
17	2360.601	SP 202-104-012 - ARROWHEAD RD	LUMP SUM	1	\$3,314.26	1	\$ 3,314.26		\$ -		\$ -	1	\$ 3,314.26		\$ -		\$ -		\$ -	0	\$ -
18	2106.507	SP 202-101-014 - UGSTAD RD -SELECT GRAN DEDUCT	CU YD	-538.5	\$24.00	-538.5	\$ (12,924.00)	-538.5	\$ (12,924.00)		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
19	2106.601	MOBILIZATION - PAVEMENT MARKING	LS	1	\$2,100.00	1	\$ 2,100.00	1.0	\$ 2,100.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
19	2101.601	MOBILIZATION - TURF ESTABLISHMENT	LS	1	\$1,050.00	1	\$ 1,050.00	1.0	\$ 1,050.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
19	2582.503	24" SOLID LINE MULTI-COMP GROUND IN	LF	50	\$15.80	50	\$ 790.00	50	\$ 790.00		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
19	2582.518	CROSSWALK MULTI-COMP GROUND IN	SF	966	\$14.70	966	\$ 14,200.20	588	\$ 8,643.60		\$ -	378	\$ 5,556.60		\$ -		\$ -		\$ -	0	\$ -
19	2574.507	COMMON TOPSOIL BORROW	CY	15	\$39.50	15	\$ 592.50	15	\$ 592.50		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
19	2575.504	SODDING TYPE LAWN	SY	135	\$9.84	135	\$ 1,328.40	135	\$ 1,328.40		\$ -		\$ -		\$ -		\$ -		\$ -	0	\$ -
19	2106.601	RECONSTRUCT ENTRANCE	LS	1	\$23,325.00	1	\$ 23,325.00		\$ -		\$ -		\$ -		\$ -	0.5	\$ 11,662.50	1	\$ 11,662.50	0	\$ -
																			0	\$ -	
		TOTAL					\$ 308,443.53		\$ 192,836.09		\$ -		\$ 24,882.44		\$ -		\$ 68,702.50		\$ 22,022.50		\$ (338.05)

Resolution No. 2024-221

Resolution Approving Final Pay Request For Road Improvement District 534 To Ulland Brothers, Inc In the Amount Of \$11,527.70

WHEREAS, the City of Hermantown has contracted with Ulland Brothers, Inc for Road Improvement District 534 (“Project”); and

WHEREAS, Ulland Brothers Inc. has performed a portion of the agreed upon work in said Project; and

WHEREAS, Ulland Brothers Inc has submitted Final Pay Request in the amount of \$11,527.70 and

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

WHEREAS, Northland Consulting Engineers LLP has approved such Final Pay Request and determined the project is substantially complete with only one item on the punch list to be completed which is covered under a warranty. All IC 134’s and paper work for the Project were submitted to the City of Hermantown

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. Final Pay Request is hereby approved.
2. The City is hereby authorized and directed to pay to Ulland Brothers Inc the sum of \$11,527.70 which is the amount represented on Final Pay Request.

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 has been duly passed and adopted November 18, 2024.

10 - FINAL

		Application Period: 8/3/2024 to 11/1/2024	Application Date: 11/11/2024
To City of Hennanantown (Owner):		From (Contractor): Ulland Brothers Inc.	Via (Engineer): MSA Professional Services, Inc.
Project: UGSTAD RD & W ARROWHEAD RD IMPROVEMENTS S.P. 202-101-014 & S.P. 202-104-012		Contract: SP 202-101-014, 202-104-012	
Owner's Contract No.:		Contractor's Project No.:	Engineer's Project No.: 7994015

Application For Payment Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
1	\$0.00	
2	\$6,625.00	
3	\$45,123.20	
4	\$0.00	
5	\$11,068.20	
6	\$0.00	
7	\$9,308.60	
8	\$74,550.00	
9	\$3,312.00	
10	\$60,085.20	
11	\$4,650.00	
12	\$18,070.08	
13	\$3,723.20	
14	\$21,556.00	
15	\$2,574.00	
16	\$1,258.00	
17	\$16,416.00	
18		\$12,924.00
19	\$43,386.10	
20	\$104,129.68	
TOTALS	\$425,835.26	\$12,924.00
NET CHANGE BY CHANGE ORDERS	\$	412,911.26

1.	ORIGINAL CONTRACT PRICE.....	\$	\$4,198,170.00
2.	Net change by Change Orders.....	\$	\$412,911.26
3.	Current Contract Price (Line 1 + 2).....	\$	\$4,611,081.26
4.	TOTAL COMPLETED AND STORED TO DATE (Column F or I total on Progress Estimates).....	\$	\$4,611,081.26
5.	RETAINAGE:		
	a. 0.00% X \$4,611,081.26 Work Completed.....	\$	\$0.00
	b. 0% X \$0.00 Stored Material.....	\$	\$0.00
	c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$0.00
6.	AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$4,611,081.26
7.	LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$4,599,553.55
8.	AMOUNT DUE THIS APPLICATION.....	\$	\$11,527.70
9.	BALANCE TO FINISH, PLUS RETAINAGE (Column [G for LS] or [J for UP] total on Progress Estimates + Line 5.c above).....	\$	\$0.00

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By:

Date: _____

11/12/2024

Payment of:

\$ _____ \$11,527.70

(Line 8 or other - attach explanation of the other amount)

is recommended by:


James Watters, PE (Engineer)

11/12/2024

(Date)

Payment of:

\$ _____ \$11,527.70

(Line 8 or other - attach explanation of the other amount)

is approved by:

David Bolf, PE (City Engineer)

(Date)

Approved by:

Funding or Financing Entity (if applicable)

(Date)

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): SP 202-101-014, 202-104-012												Application Number: 10 - FINAL			
Application Period: 8/3/2024 to 11/1/2024												Application Date: 11/11/2024			
A						B	C	D	E	F	G	H	I		J
Item			Contract Information				Work Completed to Date					Materials Presently Stored (not in F)	Total Completed and Stored to Date (G + H)	% (I / B)	Balance to Finish (B - I)
Bid Item No.	Spec. Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantities from Previous Pay Applications	Estimated Quantities Installed this Pay Period	Value of Work Installed this Pay Period	Total Estimated Quantity Installed	Value of Work Installed to Date				
1		MOBILIZATION	1	LUMP SUM	\$24,996.80	\$24,996.80	1.00		\$0.00	1.00	\$24,996.80	\$0.00	\$24,996.80	100.0%	\$0.00
2		CLEARING AND GRUBBING	1	LUMP SUM	\$1,600.00	\$1,600.00	1		\$0.00	1	\$1,600.00	\$0.00	\$1,600.00	100.0%	\$0.00
3		REMOVE CASTING	50	EACH	\$100.00	\$5,000.00	50		\$0.00	50	\$5,000.00	\$0.00	\$5,000.00	100.0%	\$0.00
4		REMOVE DRAINAGE STRUCTURE	19	EACH	\$400.00	\$7,600.00	21		\$0.00	21	\$8,400.00	\$0.00	\$8,400.00	110.5%	-\$800.00
5		REMOVE MAIL BOX SUPPORT	58	EACH	\$130.00	\$7,540.00	67		\$0.00	67	\$8,710.00	\$0.00	\$8,710.00	115.5%	-\$1,170.00
6		REMOVE SIGN TYPE C	113	EACH	\$50.00	\$5,650.00	113		\$0.00	113	\$5,650.00	\$0.00	\$5,650.00	100.0%	\$0.00
7		SALVAGE PIPE APRON	2	EACH	\$600.00	\$1,200.00	1		\$0.00	1	\$600.00	\$0.00	\$600.00	50.0%	\$600.00
8		SALVAGE SIGN TYPE C	20	EACH	\$50.00	\$1,000.00	20		\$0.00	20	\$1,000.00	\$0.00	\$1,000.00	100.0%	\$0.00
9		REMOVE BITUMINOUS CURB	605	LIN FT	\$3.00	\$1,815.00	419		\$0.00	419	\$1,257.00	\$0.00	\$1,257.00	69.3%	\$558.00
10		REMOVE CURB AND GUTTER	11,676	LIN FT	\$2.70	\$31,525.20	11898		\$0.00	11898	\$32,124.60	\$0.00	\$32,124.60	101.9%	-\$599.40
11		REMOVE PIPE CULVERTS	70	LIN FT	\$14.00	\$980.00	70		\$0.00	70	\$980.00	\$0.00	\$980.00	100.0%	\$0.00
12		REMOVE SEWER PIPE (STORM)	1,224	LIN FT	\$15.00	\$18,360.00	1140		\$0.00	1140	\$17,100.00	\$0.00	\$17,100.00	93.1%	\$1,260.00
13		REMOVE BITUMINOUS PAVEMENT	19,064	SQ YD	\$3.75	\$71,490.00	19555		\$0.00	19555	\$73,331.25	\$0.00	\$73,331.25	102.6%	-\$1,841.25
14		REMOVE CONCRETE WALK	3,725	SQ YD	\$11.00	\$40,975.00	4398		\$0.00	4398	\$48,378.00	\$0.00	\$48,378.00	118.1%	-\$7,403.00
15		GRANULAR EMBANKMENT (CV) (P)	670	CU YD	\$29.00	\$19,430.00	670		\$0.00	670	\$19,430.00	\$0.00	\$19,430.00	100.0%	\$0.00
16		COMMON EMBANKMENT (CV) (P)	4,075	CU YD	\$5.20	\$21,190.00	4075		\$0.00	4075	\$21,190.00	\$0.00	\$21,190.00	100.0%	\$0.00
17		EXCAVATION - COMMON (P)	16,540	CU YD	\$12.00	\$198,480.00	16540		\$0.00	16540	\$198,480.00	\$0.00	\$198,480.00	100.0%	\$0.00
18		SELECT GRANULAR EMBANKMENT MOD 7% (CV) (P)	7,165	CU YD	\$24.00	\$171,960.00	7165		\$0.00	7165	\$171,960.00	\$0.00	\$171,960.00	100.0%	\$0.00
19		HAUL & DISPOSE OF CONTAMINATED SOIL	25	CU YD	\$105.00	\$2,625.00	0		\$0.00		\$0.00	\$0.00	\$0.00	0.0%	\$2,625.00
20		GEOTEXTILE FABRIC TYPE 5	17,405	SQ YD	\$3.20	\$55,696.00	17343		\$0.00	17343	\$55,497.60	\$0.00	\$55,497.60	99.6%	\$198.40
21		STREET SWEEPER (WITH PICKUP BROOM)	150	HOURL	\$205.00	\$30,750.00	92		\$0.00	92	\$18,860.00	\$0.00	\$18,860.00	61.3%	\$11,890.00
22		AGGREGATE BASE (CV) CLASS 5 (P)	7,545	CU YD	\$41.00	\$309,345.00	7545		\$0.00	7545	\$309,345.00	\$0.00	\$309,345.00	100.0%	\$0.00
23		AGGREGATE SURFACING (CV) CLASS 5 (P)	265	CU YD	\$95.00	\$25,175.00	267.5		\$0.00	267.5	\$25,412.50	\$0.00	\$25,412.50	100.9%	-\$237.50
24		FULL DEPTH RECLAMATION	10,445	SQ YD	\$1.20	\$12,534.00	10445		\$0.00	10445	\$12,534.00	\$0.00	\$12,534.00	100.0%	\$0.00
25		HAUL FULL DEPTH RECLAMATION (LV)	430	CU YD	\$17.00	\$7,310.00	430		\$0.00	430	\$7,310.00	\$0.00	\$7,310.00	100.0%	\$0.00
26		MILL BITUMINOUS SURFACE (3.0")	23,670	SQ YD	\$2.50	\$59,175.00	23258		\$0.00	23258	\$58,145.00	\$0.00	\$58,145.00	98.3%	\$1,030.00
27		TYPE 12.5 BIT MIXTURE FOR PATCHING	900	SQ YD	\$29.50	\$26,550.00	557		\$0.00	557	\$16,431.50	\$0.00	\$16,431.50	61.9%	\$10,118.50
28		TYPE SP 9.5 BITUMINOUS MIXTURE FOR PATCHING	306	TON	\$355.00	\$108,630.00	305		\$0.00	305	\$108,275.00	\$0.00	\$108,275.00	99.7%	\$355.00
29		TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	4,220	TON	\$88.00	\$371,360.00	1348		\$0.00	1348	\$118,624.00	\$0.00	\$118,624.00	31.9%	\$252,736.00
30		TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	5,185	TON	\$94.00	\$487,390.00	6810		\$0.00	6810	\$640,140.00	\$0.00	\$640,140.00	131.3%	-\$152,750.00
31		TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	1,885	TON	\$96.00	\$180,960.00	3980		\$0.00	3980	\$382,080.00	\$0.00	\$382,080.00	211.1%	-\$201,120.00
32		12" RC PIPE APRON	4	EACH	\$1,400.00	\$5,600.00	3		\$0.00	3	\$4,200.00	\$0.00	\$4,200.00	75.0%	\$1,400.00
33		15" RC PIPE APRON	7	EACH	\$1,500.00	\$10,500.00	7		\$0.00	7	\$10,500.00	\$0.00	\$10,500.00	100.0%	\$0.00
34		24" RC PIPE APRON	4	EACH	\$1,800.00	\$7,200.00	4		\$0.00	4	\$7,200.00	\$0.00	\$7,200.00	100.0%	\$0.00
35		30" RC PIPE APRON	2	EACH	\$2,300.00	\$4,600.00	2		\$0.00	2	\$4,600.00	\$0.00	\$4,600.00	100.0%	\$0.00
36		28" SPAN RC PIPE-ARCH APRON	7	EACH	\$2,000.00	\$14,000.00	7		\$0.00	7	\$14,000.00	\$0.00	\$14,000.00	100.0%	\$0.00
37		36" SPAN RC PIPE-ARCH APRON	4	EACH	\$2,800.00	\$11,200.00	4		\$0.00	4	\$11,200.00	\$0.00	\$11,200.00	100.0%	\$0.00
38		4" PERF PVC PIPE DRAIN	8,594	LIN FT	\$11.00	\$94,534.00	8176		\$0.00	8176	\$89,936.00	\$0.00	\$89,936.00	95.1%	\$4,598.00
39		12" RC PIPE SEWER DESIGN 3006	110	LIN FT	\$96.00	\$10,560.00	107		\$0.00	107	\$10,272.00	\$0.00	\$10,272.00	97.3%	\$288.00
40		15" RC PIPE SEWER DESIGN 3006	366	LIN FT	\$100.00	\$36,600.00	360		\$0.00	360	\$36,000.00	\$0.00	\$36,000.00	98.4%	\$600.00
41		18" RC PIPE SEWER DESIGN 3006	79	LIN FT	\$105.00	\$8,295.00	79		\$0.00	79	\$8,295.00	\$0.00	\$8,295.00	100.0%	\$0.00
42		24" RC PIPE SEWER DESIGN 3006	109	LIN FT	\$130.00	\$14,170.00	110		\$0.00	110	\$14,300.00	\$0.00	\$14,300.00	100.9%	-\$130.00
43		30" RC PIPE SEWER DESIGN 3006	16	LIN FT	\$190.00	\$3,040.00	16		\$0.00	16	\$3,040.00	\$0.00	\$3,040.00	100.0%	\$0.00
44		28" SPAN RC PIPE-ARCH SEWER CLASS IIA	575	LIN FT	\$170.00	\$97,750.00	564		\$0.00	564	\$95,880.00	\$0.00	\$95,880.00	98.1%	\$1,870.00
45		36" SPAN RC PIPE-ARCH SEWER CLASS IIA	187	LIN FT	\$220.00	\$41,140.00	191		\$0.00	191	\$42,020.00	\$0.00	\$42,020.00	102.1%	-\$880.00
46		CONNECT TO EXISTING STORM SEWER	6	EACH	\$2,300.00	\$13,800.00	6		\$0.00	6	\$13,800.00	\$0.00	\$13,800.00	100.0%	\$0.00
47		3" POLYSTYRENE INSULATION	100	SQ YD	\$36.00	\$3,600.00	22		\$0.00	22	\$792.00	\$0.00	\$792.00	22.0%	\$2,808.00
48		ADJUST VALVE BOX	21	EACH	\$500.00	\$10,500.00	19		\$0.00	19	\$9,500.00	\$0.00	\$9,500.00	90.5%	\$1,000.00
49		ADJUST CURB STOP	2	EACH	\$250.00	\$500.00	2		\$0.00	2	\$500.00	\$0.00	\$500.00	100.0%	\$0.00

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): SP 202-101-014, 202-104-012											Application Number: 10 - FINAL					
Application Period: 8/3/2024 to 11/1/2024											Application Date: 11/11/2024					
A						B		C	D	E	F	G	H	I		J
Item			Contract Information				Work Completed to Date					Materials Presently Stored (not in F)	Total Completed and Stored to Date (G + H)	% (I / B)	Balance to Finish (B - I)	
Bid Item No.	Spec. Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantities from Previous Pay Applications	Estimated Quantities Installed this Pay Period	Value of Work Installed this Pay Period	Total Estimated Quantity Installed	Value of Work Installed to Date					
50		CONNECT TO EXISTING WATER MAIN	2	EACH	\$6,000.00	\$12,000.00	1		\$0.00	1	\$6,000.00	\$0.00	\$6,000.00	50.0%	\$6,000.00	
51		HYDRANT	5	EACH	\$11,000.00	\$55,000.00	5		\$0.00	5	\$55,000.00	\$0.00	\$55,000.00	100.0%	\$0.00	
52		CASTING ASSEMBLY	51	EACH	\$830.00	\$42,330.00	50		\$0.00	50	\$41,500.00	\$0.00	\$41,500.00	98.0%	\$830.00	
53		CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	8	EACH	\$5,300.00	\$42,400.00	8		\$0.00	8	\$42,400.00	\$0.00	\$42,400.00	100.0%	\$0.00	
54		CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	11	EACH	\$7,100.00	\$78,100.00	10		\$0.00	10	\$71,000.00	\$0.00	\$71,000.00	90.9%	\$7,100.00	
55		CONSTRUCT DRAINAGE STRUCTURE DESIGN 72-4020	4	EACH	\$9,100.00	\$36,400.00	3		\$0.00	3	\$27,300.00	\$0.00	\$27,300.00	75.0%	\$9,100.00	
56		CONSTRUCT DRAINAGE STRUCTURE DESIGN 84-4020	1	EACH	\$11,900.00	\$11,900.00	2		\$0.00	2	\$23,800.00	\$0.00	\$23,800.00	200.0%	-\$11,900.00	
57		CONSTRUCT DRAINAGE STRUCTURE DESIGN G	20	EACH	\$4,000.00	\$80,000.00	20		\$0.00	20	\$80,000.00	\$0.00	\$80,000.00	100.0%	\$0.00	
58		CONSTRUCT DRAINAGE STRUCTURE DESIGN H	1	EACH	\$3,400.00	\$3,400.00	1		\$0.00	1	\$3,400.00	\$0.00	\$3,400.00	100.0%	\$0.00	
59		RANDOM RIPRAP CLASS II	61	CU YD	\$69.00	\$4,209.00	38.5		\$0.00	39	\$2,656.50	\$0.00	\$2,656.50	63.1%	\$1,552.50	
60		4" CONCRETE WALK	57,662	SQ FT	\$4.90	\$282,543.80	60732		\$0.00	60732	\$297,586.80	\$0.00	\$297,586.80	105.3%	-\$15,043.00	
61		6" CONCRETE WALK	7,742	SQ FT	\$9.50	\$73,549.00	5554		\$0.00	5554	\$52,763.00	\$0.00	\$52,763.00	71.7%	\$20,786.00	
62		DRILL AND GROUT REINF BAR (EPOXY COATED)	556	EACH	\$8.50	\$4,726.00	592		\$0.00	592	\$5,032.00	\$0.00	\$5,032.00	106.5%	-\$306.00	
63		CONCRETE CURB AND GUTTER DESIGN S524	16,169	LIN FT	\$20.90	\$337,932.10	16593.5		\$0.00	16593.5	\$346,804.15	\$0.00	\$346,804.15	102.6%	-\$8,872.05	
64		6" CONCRETE DRIVEWAY PAVEMENT	747	SQ YD	\$95.00	\$70,965.00	836		\$0.00	836	\$79,420.00	\$0.00	\$79,420.00	111.9%	-\$8,455.00	
65		8" CONCRETE DRIVEWAY PAVEMENT	120	SQ YD	\$109.00	\$13,080.00	130		\$0.00	130	\$14,170.00	\$0.00	\$14,170.00	108.3%	-\$1,090.00	
66		TRUNCATED DOMES	379	SQ FT	\$50.00	\$18,950.00	426		\$0.00	426	\$21,300.00	\$0.00	\$21,300.00	112.4%	-\$2,350.00	
67		CONSTRUCT SURVEY MONUMENT	3	EACH	\$860.00	\$2,580.00	0		\$0.00		\$0.00	\$0.00	\$0.00	0.0%	\$2,580.00	
68		MAIL BOX SUPPORT	58	EACH	\$205.00	\$11,890.00	67		\$0.00	67	\$13,735.00	\$0.00	\$13,735.00	115.5%	-\$1,845.00	
69		TRAFFIC CONTROL	1	LUMP SUM	\$28,900.00	\$28,900.00	1.00		\$0.00	1.00	\$28,900.00	\$0.00	\$28,900.00	100.0%	\$0.00	
70		INSTALL SIGN TYPE C	16	EACH	\$250.00	\$4,000.00	16		\$0.00	16	\$4,000.00	\$0.00	\$4,000.00	100.0%	\$0.00	
71		SIGN PANELS TYPE C	260	SQ FT	\$96.00	\$24,960.00	278.5		\$0.00	278.5	\$26,736.00	\$0.00	\$26,736.00	107.1%	-\$1,776.00	
72		FLASHING BEACON SYSTEM	4	SYS	\$8,750.00	\$35,000.00	4		\$0.00	4	\$35,000.00	\$0.00	\$35,000.00	100.0%	\$0.00	
73		PEDESTRIAN CROSSWALK FLASHER SYSTEM	4	SYS	\$9,100.00	\$36,400.00	6		\$0.00	6	\$54,600.00	\$0.00	\$54,600.00	150.0%	-\$18,200.00	
74		STABILIZED CONSTRUCTION EXIT	1	LUMP SUM	\$7,000.00	\$7,000.00	0		\$0.00		\$0.00	\$0.00	\$0.00	0.0%	\$7,000.00	
75		STORM DRAIN INLET PROTECTION	68	EACH	\$190.00	\$12,920.00	73		\$0.00	73	\$13,870.00	\$0.00	\$13,870.00	107.4%	-\$950.00	
76		SILT FENCE, TYPE MS	8,305	LIN FT	\$2.50	\$20,762.50	8993		\$0.00	8993	\$22,482.50	\$0.00	\$22,482.50	108.3%	-\$1,720.00	
77		COMMON TOPSOIL BORROW	1,214	CU YD	\$39.00	\$47,346.00	1371		\$0.00	1371	\$53,469.00	\$0.00	\$53,469.00	112.9%	-\$6,123.00	
78		FERTILIZER TYPE 3	802	LBS	\$1.00	\$802.00	526.5		\$0.00	526.5	\$526.50	\$0.00	\$526.50	65.6%	\$275.50	
79		SODDING TYPE LAWN	1,915	SQ YD	\$12.20	\$23,363.00	2445		\$0.00	2445	\$29,829.00	\$0.00	\$29,829.00	127.7%	-\$6,466.00	
80		ROLLED EROSION PREVENTION CATEGORY 25	10,610	SQ YD	\$2.05	\$21,750.50	12475		\$0.00	12475	\$25,573.75	\$0.00	\$25,573.75	117.6%	-\$3,823.25	
81		SEEDING	2.4	ACRE	\$550.00	\$1,320.00	2.59		\$0.00	2.59	\$1,424.50	\$0.00	\$1,424.50	107.9%	-\$104.50	
82		SEED MIXTURE 25-141	173	LBS	\$10.00	\$1,730.00	153.45		\$0.00	153	\$1,534.50	\$0.00	\$1,534.50	88.7%	\$195.50	
83		INTERIM PAVEMENT MARKING	27,210	LIN FT	\$0.30	\$8,163.00	14403		\$0.00	14403	\$4,320.90	\$0.00	\$4,320.90	52.9%	\$3,842.10	
84		4" DOUBLE SOLID LINE MULTI-COMPONENT GROUND IN	13,005	LIN FT	\$1.05	\$13,655.25	12265		\$0.00	12265	\$12,878.25	\$0.00	\$12,878.25	94.3%	\$777.00	
85		4" SOLID LINE MULTI-COMPONENT GROUND IN	26,159	LIN FT	\$0.55	\$14,387.45	24419.5		\$0.00	24419.5	\$13,430.73	\$0.00	\$13,430.73	93.4%	\$956.73	
86		12" SOLID LINE MULTI-COMPONENT GROUND IN	210	LIN FT	\$12.30	\$2,583.00	251		\$0.00	251	\$3,087.30	\$0.00	\$3,087.30	119.5%	-\$504.30	
87		24" SOLID LINE MULTI-COMPONENT GROUND IN	110	LIN FT	\$13.20	\$1,452.00	148		\$0.00	148	\$1,953.60	\$0.00	\$1,953.60	134.5%	-\$501.60	
88		4" BROKEN LINE MULTI-COMPONENT GROUND IN	160	LIN FT	\$0.55	\$88.00	834		\$0.00	834	\$458.70	\$0.00	\$458.70	521.3%	-\$370.70	
89		CROSSWALK MULTI-COMPONENT GROUND IN	462	SQ FT	\$12.30	\$5,682.60	630		\$0.00	630	\$7,749.00	\$0.00	\$7,749.00	136.4%	-\$2,066.40	
90		PAVEMENT MESSAGE MULTI-COMPONENT GROUND IN	656	SQ FT	\$12.30	\$8,068.80	656		\$0.00	656	\$8,068.80	\$0.00	\$8,068.80	100.0%	\$0.00	
Contract Totals						\$4,198,170.00			\$0.00		\$4,302,637.73	\$0.00	\$4,302,637.73	102.5%	-\$104,467.72	

CHANGE ORDERS

1		SEDIMENT CONTROL LOG TYPE WOOD FIBER			\$	-			\$0.00						\$0.00
2		SAWING BIT PAVEMENT	5,300	LIN FT	\$1.25	\$ 6,625.00	6114		\$0.00	6114	\$7,642.50	\$0.00	\$7,642.50	115.4%	-\$1,017.50
3		ENTRANCE & UTILITIES FOR SCHOOL DISTRICT BUILDING			\$	-			\$0.00						\$0.00
		REMOVE CURB & GUTTER	60	LIN FT	\$2.70	\$ 162.00	60		\$0.00	60	\$162.00	\$0.00	\$162.00	100.0%	\$0.00
		REMOVE BITUMINOUS PAVEMENT	22	SQ YD	\$13.10	\$ 288.20	22		\$0.00	22	\$288.20	\$0.00	\$288.20	100.0%	\$0.00

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): SP 202-101-014, 202-104-012											Application Number: 10 - FINAL				
Application Period: 8/3/2024 to 11/1/2024											Application Date: 11/11/2024				
A					B	C	D	E	F	G	H	I		J	
Item			Contract Information				Work Completed to Date					Materials Presently Stored (not in F)	Total Completed and Stored to Date (G + H)	% (I / B)	Balance to Finish (B - I)
Bid Item No.	Spec. Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantities from Previous Pay Applications	Estimated Quantities Installed this Pay Period	Value of Work Installed this Pay Period	Total Estimated Quantity Installed	Value of Work Installed to Date				
		EXCAVATION - COMMON (P)	94	CU YD	\$19.80	\$ 1,861.20	94		\$0.00	94	\$1,861.20	\$0.00	\$1,861.20	100.0%	\$0.00
		AGGREGATE BASE (CV) CLASS 5	48	CU YD	\$58.10	\$ 2,788.80	48		\$0.00	48	\$2,788.80	\$0.00	\$2,788.80	100.0%	\$0.00
		TYPE SP 9.5 BITUMINOUS MIXTURE FOR PATCHING	6	TON	\$360.00	\$ 2,160.00	6		\$0.00	6	\$2,160.00	\$0.00	\$2,160.00	100.0%	\$0.00
		WET TAP WITH 6" VALVE	1	EACH	\$8,300.00	\$ 8,300.00	1		\$0.00	0.54	\$4,482.00	\$0.00	\$4,482.00	54.0%	\$3,818.00
		WET TAP WITH HYDRANT	1	EACH	\$16,100.00	\$ 16,100.00	1		\$0.00	1	\$16,100.00	\$0.00	\$16,100.00	100.0%	\$0.00
		4" CONCRETE WALK	1,040	SQ FT	\$5.20	\$ 5,408.00	708		\$0.00	708	\$3,681.60	\$0.00	\$3,681.60	68.1%	\$1,726.40
		CONCRETE CURB & GUTTER DESIGN S524	60	LIN FT	\$22.00	\$ 1,320.00	60		\$0.00	60	\$1,320.00	\$0.00	\$1,320.00	100.0%	\$0.00
		6" CONCRETE DRIVEWAY PAVEMENT	55	SQ YD	\$102.00	\$ 5,610.00	36.8		\$0.00	36.8	\$3,753.60	\$0.00	\$3,753.60	66.9%	\$1,856.40
		SODDING TYPE LAWN	90	SQ YD	\$12.50	\$ 1,125.00			\$0.00		\$0.00	\$0.00	\$0.00	0.0%	\$1,125.00
4		COMPACTION METHOD				\$ -			\$0.00						\$0.00
5		EXCAVATION - COMMON (P) FOR UGSTAD RD SIDEWALK	559	CU YD	\$19.80	\$ 11,068.20	559		\$0.00	559	\$11,068.20	\$0.00	\$11,068.20	100.0%	\$0.00
6		SPECIAL PROVISION FOR TRIBAL EMPLOYMENT				\$ -			\$0.00						\$0.00
7		DRIVEWAY CULVERTS				\$ -			\$0.00						\$0.00
		REMOVE PIPE APRON	1	CU YD	\$420.00	\$ 420.00	1		\$0.00	1	\$420.00	\$0.00	\$420.00	100.0%	\$0.00
		REMOVE PIPE CULVERT	108	CU YD	\$19.40	\$ 2,095.20	108		\$0.00	108	\$2,095.20	\$0.00	\$2,095.20	100.0%	\$0.00
		15" GS PIPE APRON	1	CU YD	\$875.00	\$ 875.00	1		\$0.00	1	\$875.00	\$0.00	\$875.00	100.0%	\$0.00
		12" CP PIPE CULVERT	108	CU YD	\$54.80	\$ 5,918.40	108		\$0.00	108	\$5,918.40	\$0.00	\$5,918.40	100.0%	\$0.00
8		UGSTAD RD PATCHING					0		\$0.00						
		MILL BITUMINOUS SURFACE (2.0")	5,200	SQ YD	\$2.65	\$ 13,780.00	5185		\$0.00	5185	\$13,740.25	\$0.00	\$13,740.25	99.7%	\$39.75
		TYPE SP 12.5 WEARING COURSE MIXTURE (2.C)	590	TON	\$103.00	\$ 60,770.00	660		\$0.00	660	\$67,980.00	\$0.00	\$67,980.00	111.9%	-\$7,210.00
9		CALCIUM CHLORIDE	2,300	GAL	\$1.44	\$ 3,312.00	2300		\$0.00	2300	\$3,312.00	\$0.00	\$3,312.00	100.0%	\$0.00
10		UGSTAD RD ADDITIONAL MILLING & PAVING													
		MILL BITUMINOUS SURFACE (2.0")	4,010	SY	\$2.52	\$ 10,105.20	4010		\$0.00	4010	\$10,105.20	\$0.00	\$10,105.20	100.0%	\$0.00
		TYPE SP 12.5 WEARING COURSE MIXTURE (3.C)	510	TON	\$98.00	\$ 49,980.00	510		\$0.00	510	\$49,980.00	\$0.00	\$49,980.00	100.0%	\$0.00
11		HYDRANT REMOVALS													
		REMOVE HYDRANT (IN LOCATION OF NEW HYDRANT)	4	EACH	\$420.00	\$ 1,680.00	4		\$0.00	4	\$1,680.00	\$0.00	\$1,680.00	100.0%	\$0.00
		REMOVE HYDRANT (IN LOCATION WITH NO PROPOSED HYDRANT)	1	EACH	\$2,970.00	\$ 2,970.00	1		\$0.00	1	\$2,970.00	\$0.00	\$2,970.00	100.0%	\$0.00
12		ARROWHEAD RD RESIDENTIAL SERVICES & DRIVEWAY													
		SANITARY SEWER SERVICE	1	EACH	\$10,360.00	\$ 10,360.00	1		\$0.00	1	\$10,360.00	\$0.00	\$10,360.00	100.0%	\$0.00
		WATER SERVICE SYSTEM	1	EACH	\$6,420.00	\$ 6,420.00	1		\$0.00	1	\$6,420.00	\$0.00	\$6,420.00	100.0%	\$0.00
		6" CONCRETE DRIVEWAY PAVEMENT	11	SY	\$117.28	\$ 1,290.08	11		\$0.00	11	\$1,290.08	\$0.00	\$1,290.08	100.0%	\$0.00
13		30" RC PIPE CULVERT EXTENSION													
		TRACTOR MOUNTED BACKHOE(245)	5	HOURL	\$187.00	\$ 935.00	5		\$0.00	5	\$935.00	\$0.00	\$935.00	100.0%	\$0.00
		COMMON LABORERS	8	HOURL	\$93.00	\$ 744.00	8		\$0.00	8	\$744.00	\$0.00	\$744.00	100.0%	\$0.00
		MACHINE TIME (DELIVERY OF PIPE)	2	HOURL	\$234.00	\$ 468.00	2		\$0.00	2	\$468.00	\$0.00	\$468.00	100.0%	\$0.00
		TRACTOR MOUNTED BACKHOE(345)	3	HOURL	\$226.00	\$ 678.00	3		\$0.00	3	\$678.00	\$0.00	\$678.00	100.0%	\$0.00
		3.0 CU YD FRONT END LOADER	1	HOURL	\$151.00	\$ 151.00	1		\$0.00	1	\$151.00	\$0.00	\$151.00	100.0%	\$0.00
		30" RC PIPE CULVERT	8	LIN FT	\$93.40	\$ 747.20	8		\$0.00	8	\$747.20	\$0.00	\$747.20	100.0%	\$0.00
14		UGSTAD RD - ICE ARENA WATER SERVICE, HYDRANT, PAVEMENT													
		REMOVE BITUMINOUS PAVEMENT	90	SQ YD	\$7.80	\$ 702.00	90		\$0.00	90	\$702.00	\$0.00	\$702.00	100.0%	\$0.00
		REMOVE CURB & GUTTER	50	LIN FT	\$2.70	\$ 135.00	50		\$0.00	50	\$135.00	\$0.00	\$135.00	100.0%	\$0.00
		WET TAP	1	EACH	\$3,790.00	\$ 3,790.00	1		\$0.00	1	\$3,790.00	\$0.00	\$3,790.00	100.0%	\$0.00
		6" WATERMAIN DUCTILE IRON (SERVICE)	40	LIN FT	\$118.00	\$ 4,720.00	40		\$0.00	40	\$4,720.00	\$0.00	\$4,720.00	100.0%	\$0.00
		INSTALL HYDRANT	1	EACH	\$1,830.00	\$ 1,830.00	1		\$0.00	1	\$1,830.00	\$0.00	\$1,830.00	100.0%	\$0.00
		GEOTEXTILE FABRIC TYPE 5	90	SQ YD	\$3.10	\$ 279.00	90		\$0.00	90	\$279.00	\$0.00	\$279.00	100.0%	\$0.00
		SELECT GRANULAR EMBANKMENT MOD 7% (CV)	30	CU YD	\$43.50	\$ 1,305.00	30		\$0.00	30	\$1,305.00	\$0.00	\$1,305.00	100.0%	\$0.00
		AGGREGATE BASE (CV) CLASS 5	25	CU YD	\$59.00	\$ 1,475.00	25		\$0.00	25	\$1,475.00	\$0.00	\$1,475.00	100.0%	\$0.00
		TYPE SP 12.5 WEARING COURSE MIXTURE	10	TON	\$108.00	\$ 1,080.00	10		\$0.00	10	\$1,080.00	\$0.00	\$1,080.00	100.0%	\$0.00
		ICE ARENA FRONTAGE ROAD	1	LUMP SUM	\$6,240.00	\$ 6,240.00	1		\$0.00	1	\$6,240.00	\$0.00	\$6,240.00	100.0%	\$0.00
15		WATER MAIN AND HYDRANT VALVE BOX REPAIRS													
		COMMON LABORERS	22	HOURL	\$87.00	\$ 1,914.00	22		\$0.00	22	\$1,914.00	\$0.00	\$1,914.00	100.0%	\$0.00
		TRACTOR MOUNTED BACKHOE	4	HOURL	\$165.00	\$ 660.00	4		\$0.00	4	\$660.00	\$0.00	\$660.00	100.0%	\$0.00
16		CENTURYLINK/LUMEN UTILITY RELOCATION													
		TRACTOR MOUNTED BACKHOE	8.5	HOURL	\$148.00	\$ 1,258.00	8.5		\$0.00	8.5	\$1,258.00	\$0.00	\$1,258.00	100.0%	\$0.00
17		BITUMINOUS PAVEMENT DENSITY INCENTIVES													
		SP 202-101-014 - UGSTAD RD	1	LUMP SUM	\$13,101.74	\$ 13,101.74	1		\$0.00	1	\$13,101.74	\$0.00	\$13,101.74	100.0%	\$0.00
		SP 202-104-012 - ARROWHEAD RD	1	LUMP SUM	\$3,314.26	\$ 3,314.26	1		\$0.00	1	\$3,314.26	\$0.00	\$3,314.26	100.0%	\$0.00
18		SELECT GRANULAR EMBANKMENT MOD 7% (CV) DEDUCT													
		SP 202-101-014 - UGSTAD RD	-538.5	CU YD	\$24.00	\$ (12,924.00)	-538.5		\$0.00		-\$12,924.00		-\$12,924.00	100.0%	\$0.00
19		PAVEMENT MARKINGS, TURF ESTABLISHMENT, ENT. RECONSTRUCTION				\$ -									
		MOBILIZATION - PAVEMENT MARKING	1	LUMP SUM	\$2,100.00	\$ 2,100.00	1		\$0.00	1	\$2,100.00		\$2,100.00	100.0%	\$0.00

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): SP 202-101-014, 202-104-012											Application Number: 10 - FINAL					
Application Period: 8/3/2024 to 11/1/2024											Application Date: 11/11/2024					
A						B	C	D	E	F	G	H	I		J	
Item				Contract Information				Work Completed to Date					Materials Presently Stored (not in F)	Total Completed and Stored to Date (G + H)	% (I / B)	Balance to Finish (B - I)
Bid Item No.	Spec. Item No.	Description		Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantities from Previous Pay Applications	Estimated Quantities Installed this Pay Period	Value of Work Installed this Pay Period	Total Estimated Quantity Installed	Value of Work Installed to Date				
		MOBILIZATION - TURF ESTABLISHMENT		1	LUMP SUM	\$1,050.00	\$ 1,050.00	1		\$0.00	1	\$1,050.00		\$1,050.00	100.0%	\$0.00
		24" SOLID LINE MULTI-COMP GROUND IN		50	LIN FT	\$15.80	\$ 790.00	50		\$0.00	50	\$790.00		\$790.00	100.0%	\$0.00
		CROSSWALK MULTI-COMP GROUND IN		966	SQ FT	\$14.70	\$ 14,200.20	966		\$0.00	966	\$14,200.20		\$14,200.20	100.0%	\$0.00
		COMMON TOPSOIL BORROW		15	CU YD	\$39.50	\$ 592.50	15		\$0.00	15	\$592.50		\$592.50	100.0%	\$0.00
		SODDING TYPE LAWN		135	SQ YD	\$9.84	\$ 1,328.40	135		\$0.00	135	\$1,328.40		\$1,328.40	100.0%	\$0.00
		RECONSTRUCT ENTRANCE		1	LUMP SUM	\$23,325.00	\$ 23,325.00	1		\$0.00	1	\$23,325.00		\$23,325.00	100.0%	\$0.00
Change OrderTotals								\$308,781.58		\$0.00		\$308,443.53	\$0.00	\$308,443.53	99.9%	\$338.05
TOTALS								\$4,506,951.58		\$0.00		\$4,611,081.26	\$0.00	\$4,611,081.26	102.3%	-\$104,129.67



CITY COUNCIL MEETING DATE: November 18, 2024

TO: Mayor & City Council

FROM: Trish Crego, Utility and Infrastructure Director

SUBJECT: Pay Application #6 for Fichtner Park Improvements

☒ **RESOLUTION:** 2024-222 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve pay application No. 6 provided by Kaski Inc. for work related to the Fichtner Park Improvement Project for \$528,167.26

BACKGROUND

Kaski, Inc has continued with the progress of Fichtner park this pay application is for Civil Site Work, Landscape Site Work, Electrical Site Work, Construction of the Building. It is recommended that the City approve pay application No. 6 for the Fichtner Park Improvement Project to Kaski Inc. in the amount of \$528,167.26.

SOURCE OF FUNDS (if applicable)

2020 Community Recreation Initiative - 416-452100-530

ATTACHMENTS

Resolution
Pay Application

Resolution No. 2024-222

Resolution Approving Pay Request Number 6 For Fichtner Park Improvements To Kaski, Inc. In The Amount Of \$528,167.26

WHEREAS, the City of Hermantown has contracted with Kaski, Inc. for Fichtner Park Improvements (“Project”); and

WHEREAS, Kaski, Inc. has performed a portion of the agreed upon work in said Project; and

WHEREAS, Kaski, Inc. has submitted Pay Request No. 6 in the amount of \$528,167.26 for the (“Project”); and

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

WHEREAS, Northland Consulting Engineers LLP has approved such Pay Request No. 6 provided that (“Project”) for \$202,351.40 as retainage of 5% be withheld pending final acceptance of the Project by the City of Hermantown.

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. 6 is hereby approved.
2. The City is hereby authorized and directed to pay to Kaski, Inc. the sum of \$528,167.26 which is the amount represented on Pay Request No. 6.

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 has been duly passed and adopted November 18, 2024.



Application For Payment		
Previous Pay Application Summary		
Approved Pay Applications		
Number	Date	Amount
1	6/11/2024	\$371,438.60
2	7/9/2024	\$429,837.00
3	8/13/2024	\$970,064.00
4	9/16/2024	\$994,253.85
5	10/14/2024	\$550,915.93
8. TOTALS		\$3,316,509.38

(Line 9 or other - attach explanation of the other amount)



CITY COUNCIL MEETING DATE: November 18, 2024

TO: Mayor & City Council

FROM: Trish Crego, Utility and Infrastructure Director

SUBJECT: Permanent Trail Easements from Richard and Jill Nickles

☒ **RESOLUTION:** 2024-223 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve a Permanent Trail Easement Agreement from Richard and Jill Nickles.

BACKGROUND

As you know, the City will be building two section of trail in the Summer of 2025. The City requested to update permanent utility easement on the land owned by Richard and Jill Nickles to a trail easement. The City made an offer based upon an uncomplicated appraisal by SRF for the easement and the Nickles have accepted.

SOURCE OF FUNDS (if applicable)

412-419100- 510

ATTACHMENTS

Resolution
Easement Agreement Richard and Jill Nickles

Resolution No. 2024-223

Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Richard And Jill Nickles For The Hermantown Trail Project

WHEREAS, the City of Hermantown (“City”) desires to construct a trail on a portion of existing utility easement in the City of Hermantown (“Project”); and

WHEREAS, the City needs to obtain an easement (“Easements”) from Richard and Jill Nickles to construct the Project and from Richard and Jill Nickles has executed and delivered the required Easement to the City; and

WHEREAS, the City desires to accept the Easements as described in and granted by the Easement Agreement attached hereto as Exhibit A.

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

1. The Mayor and City Clerk are hereby authorized and directed to execute and deliver the Acceptance of the Easements.

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 November 18, 2024.

EXHIBIT A



MEMORANDUM OF AGREEMENT

CITY OF HERMANTOWN
HERMANTOWN ROAD PROJECT – STEBNER ROAD

Parcel No: 6

Fee Owners: Richard Ethan Nickles and Jill E. Nickles

On this 8 day of November, 2024, Richard Ethan Nickles and Jill E. Nickles a/k/a Jill Elizabeth Nickles, married to each other, Owners of the above-described parcel of property located in the County of St. Louis, State of Minnesota, did execute and deliver a conveyance to the aforesaid real estate to the City of Hermantown.

This agreement is now made and entered as a Memorandum of all the terms, and the only terms, agreed upon in connection with the above transaction. It is hereby acknowledged and agreed upon between the parties that:

1. The Owners have been furnished with the approved estimate of just compensation for the property acquired and a summary statement of the basis for the estimate. The Owners understand that the acquired property is for use in connection with the construction of the Hermantown Road Project.
2. The Owners understand and acknowledge that City of Hermantown has no direct, indirect, present, or contemplated future personal interest in the property or in any benefits from the acquisition of the property.
3. That in full compensation for the conveyance of said property, City of Hermantown shall pay the Owners the sum of \$ 500 for land and damages. Owners understand that payment by the City of Hermantown must await approval of title and processing of a voucher.
4. Additionally:

It is understood and agreed that the entire agreement of the parties is contained in this Memorandum of Agreement and that this Agreement supersedes all oral agreements and negotiations between the parties.

Owner(s)

Richard Ethan Nickles

Jill E. Nickles

a/k/a Jill Elizabeth Nickles

City of Hermantown

By:

Its: Utility & Infrastructure
Director

(Top 3 inches reserved for recording data)

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT, made and entered into this 8 day of November, 2024, between **Richard Ethan Nickles and Jill E. Nickles a/k/a Jill Elizabeth Nickles**, married to each other, (collectively "Grantor") and the **City of Hermantown**, a Minnesota statutory city, ("Grantee") in response to the following situation:

A. Grantor is the owner of real property located in St. Louis County, Minnesota, and legally described on Exhibit A attached hereto (the "Property").

B. Grantor has agreed to grant Grantee an easement for public purposes across Grantor's property.

NOW, THEREFORE, the said Grantor, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant and convey unto the Grantee, its successors and assigns, FOREVER:

1. The Recitals are included as a part hereof.

2. An easement for public purposes, including, but not limited to, the construction and maintenance of a non-motorized trail for bicycles, pedestrians and skiers, including the construction and maintenance of necessary slopes and fills, in, upon, over, across and through a portion of the Property, legally described on Exhibit B and depicted on Exhibit C attached hereto, together with the right to enter upon and occupy so much of such property as may be necessary in constructing, repairing or otherwise maintaining any trail built therein, including any required slope and fill, and including the right to remove any and all trees, shrubs and herbage therein.

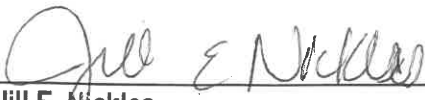
3. It is understood that the right, privilege and easement herein granted and the provisions hereof shall extend to and bind the heirs, personal representatives, successors and assigns of the respective parties hereto.

Check here if all or part of the described real property is Registered (Torrens) ☒

[SIGNATURES APPEAR ON NEXT PAGE]

IN WITNESS WHEREOF, Grantor Jill E. Nickles a/k/a Jill Elizabeth Nickles caused this instrument to be executed on the day and year first above written.

GRANTOR:

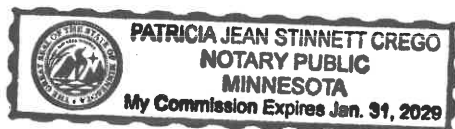


Jill E. Nickles
a/k/a Jill Elizabeth Nickles

State of Minnesota, County of St. Louis

This instrument was acknowledged before me on this 8 day of November 2024 by Jill E. Nickles a/k/a Jill Elizabeth Nickles, spouse of Richard Ethan Nickles.

(Stamp)





(signature of notarial officer)
Title (and Rank): Notary Public
My commission expires: Jan 31, 2029
(month/day/year)

[ACCEPTANCE APPEARS ON NEXT PAGE]

IN WITNESS WHEREOF, Grantor Richard Ethan Nickles caused this instrument to be executed on the day and year first above written.

GRANTOR:

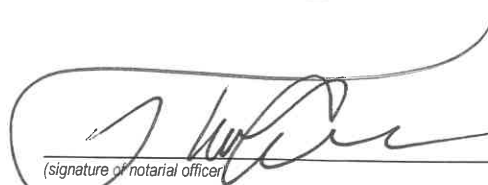


Richard Ethan Nickles

State of Minnesota, County of St. Louis

This instrument was acknowledged before me on this 8 day of November, 2024 by Richard Ethan Nickles, spouse of Jill E. Nickles a/k/a Jill Elizabeth Nickles.

(Stamp)



(signature of notarial officer)

Title (and Rank): _____ Notary Public

My commission expires: Jan 31, 2029
(month/day/year)

[SIGNATURES CONTINUE ON NEXT PAGE]

ACCEPTANCE

The City of Hermantown hereby accepts the foregoing easement.

Dated: _____

GRANTEE:

City of Hermantown

By _____
Wayne Boucher, Its Mayor

And by _____
Alissa Wentzlaff, Its City Clerk

State of Minnesota, County of St. Louis

The foregoing instrument was acknowledged before me this _____ day of _____, 2024, by Wayne Boucher and Alissa Wentzlaff, the Mayor and City Clerk, respectively, of the City of Hermantown and on behalf of the City of Hermantown.

(Stamp)

(signature of notarial officer)

Title (and Rank): _____ Notary Public

My commission expires: _____
(month/day/year)

[END OF SIGNATURES]

THIS INSTRUMENT WAS DRAFTED BY:
Gunnar B. Johnson
Overom Law, PLLC
802 Garfield Avenue
Suite 101
Duluth, MN 55802

EXHIBIT A
Legal Description

That part of N1/2 of S1/2 of N1/2 of SW1/4 of SW1/4 lying E of Getchell Road, Section 36 Township 50 North Range 15 West of the Fourth Principal Meridian, St. Louis County, Minnesota.

SUBJECT to an easement vested in St. Louis County, a Minnesota Municipal Corporation, for road way purposes 33 feet in width, the center line of which is described as beginning at a point 1032.0 feet N of the SW corner of the SW1/4 of the SW1/4 of Section 36, Township 50N, Range 15W, at a point on the Stebner Road, and running thence SE at an angle of 45 degrees 41 minutes formed with the W line of said Section 36 for a distance of 527.30 feet; thence NE'ly at an angle of 88 degrees 41 minutes to the left for a distance of 637.7 feet; thence SE at an angle of 65 degrees 39 feet to the right for a distance of 178.8 feet more or less to the west line of a tract herein before conveyed to said St. Louis County, Minnesota.

AND SUBJECT to an Easement between Richard Nickles and Jill Nickles and the City of Hermantown dated March 3, 2000 and recorded on May 3, 2000 as Document No. 682994.0 with the St. Louis County Registrar of Titles Office.

SUBJECT FURTHER to that certain easement for a garage encroachment over, under and across the North 14.00 feet of the West 150.00 feet of that part of the N 1/2 of the S 1/2 of the N 1/2 of the SW 1/4 of the SW 1/4, of Section 36, Township 50 North, Range 15 West of the Fourth Principal Meridian, St. Louis County, Minnesota, lying East of the East right of way line of Getchell Road established by that certain Warranty Deed dated November 12, 2007 between Richard Ethan Nickles and Jill E. Nickles ("Grantor") and Brett Gunderson and Sarah Gunderson ("Grantee") and filed for record with the St. Louis County Registrar of Title's Office on November 30, 2007 as Document No. 845767.0.

Property Identification No.: 395-0014-00810
Property Address: 3534 Stebner Road, Hermantown, MN 55811
Certificate No. 312723

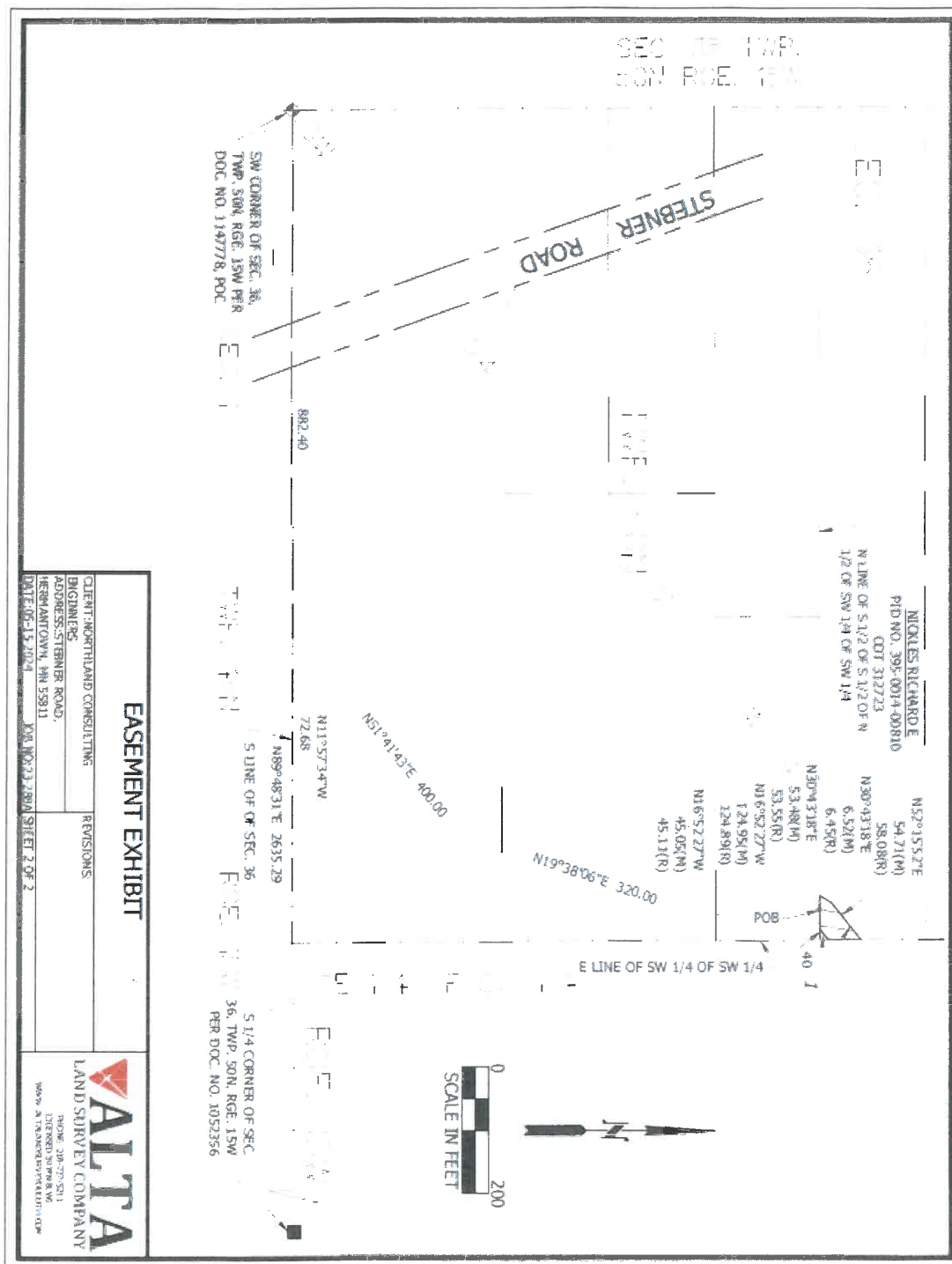
EXHIBIT B
Description of Easement

A 40 foot wide easement for trail purposes lying over, under and across that part of the Southwest Quarter of the Southwest Quarter of Section 36, Township 50 North, Range 15 West of the Fourth Principal Meridian, St. Louis County, Minnesota. The centerline of said easement is described as follows:

Commencing at the Southwest Corner of said Section 36; thence on an assumed bearing of North 89 degrees 48 minutes 31 seconds East, along the South line of said Section 36 for a distance of 882.40 feet; thence North 11 degrees 57 minutes 34 seconds West 72.68 feet; thence North 51 degrees 41 minutes 43 seconds East 400.00 feet; thence North 19 degrees 38 minutes 06 seconds East 320.00 feet; thence North 16 degrees 52 minutes 27 seconds West 170.00 feet; thence North 30 degrees 43 minutes 18 seconds East 53.48 feet to the North line of South Half of the South Half of the North Half of the Southwest Quarter of the Southwest Quarter, said point being the point of beginning of the centerline herein described; thence North 30 degrees 43 minutes 18 seconds East 6.52 feet; thence North 52 degrees 15 minutes 52 seconds East 54.71 feet to the East line of the Southwest Quarter of the Southwest Quarter and there terminating. The side lines of said easement shall be prolonged or shortened to terminate on said North line of the South Half of the South Half of the North Half of the Southwest Quarter of the Southwest Quarter and said East line of the Southwest Quarter of the Southwest Quarter.

Said trail easement contains 2,427 Sq. Feet or 0.06 Acres.

EXHIBIT C Depiction of Easement



**PROPOSED TRAIL SEGMENT 4
MUNGER TRAIL SPUR**

2025 PROJECT

TRAIL SEGMENT
(COMPLETED 2021)

KEENE CREEK
PARK

CITY OWNED
PROPERTY

TRAIL SEGMENT 4 START

HERMANTOWN

TRAIL CONNECTION
TO BERKELEY ROAD

TRAIL CONSTRUCTION
WITHIN EXISTING
EASEMENT

NICKLE'S PROPERTY

EASEMENT

TRAIL SEGMENT 4 END

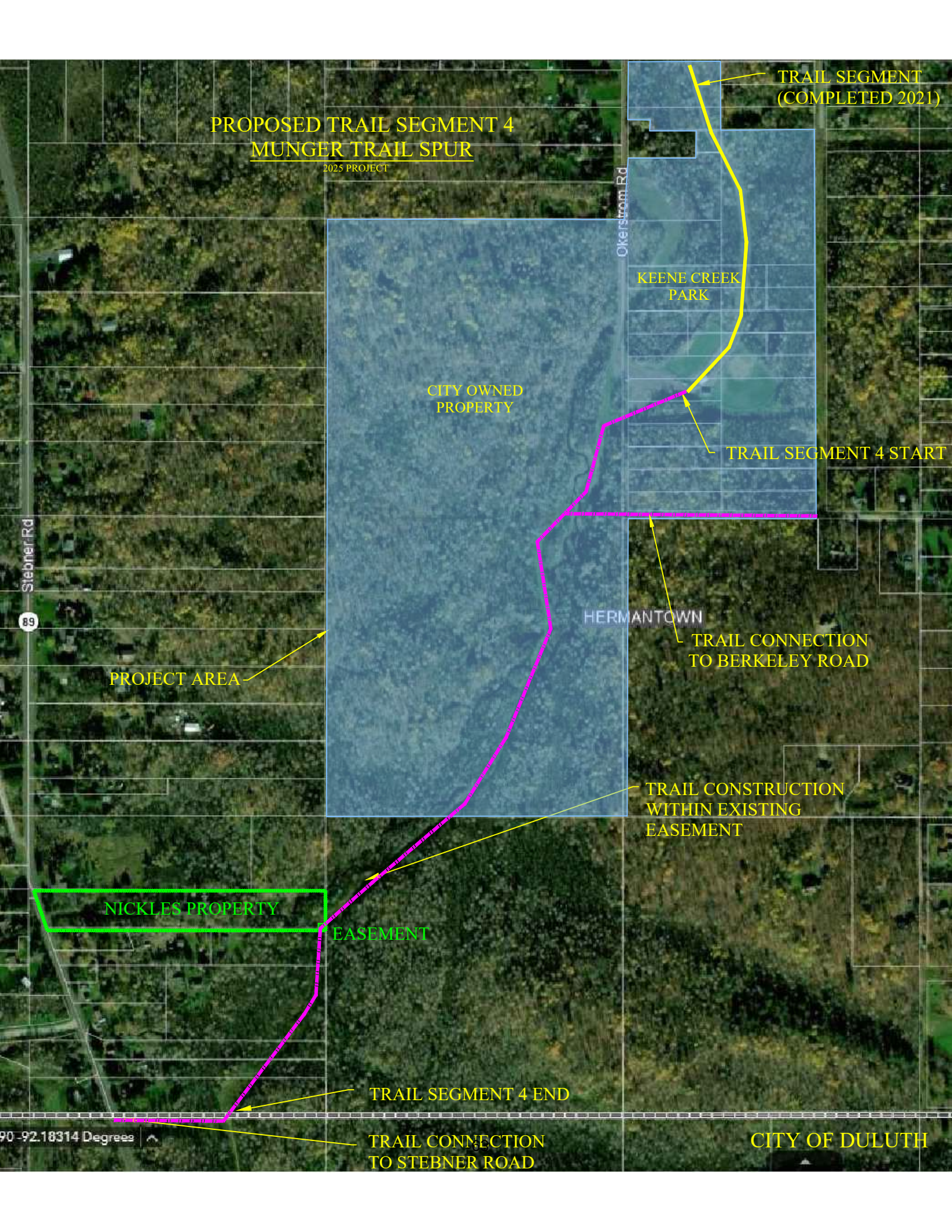
TRAIL CONNECTION
TO STEBNER ROAD

CITY OF DULUTH

90-92.18314 Degrees

Stebner Rd
89

Okersham Rd





CITY COUNCIL MEETING DATE: November 18, 2024

TO: Mayor & City Council

FROM: John Mulder, City Administrator

SUBJECT: Bill & Irv's Road Project

☒ **RESOLUTION:** 2024-224 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve resolution ordering the improvements for Road Improvement District No. 552 Bill & Irv's.

BACKGROUND

The City Council held a public hearing on October 7, 2024 on the proposed improvements to the land known as Bill & Irv's at the intersection of Hwy 53 and Lavaque Bypass. The improvements would include, water, sewer, and road improvements to allow for commercial development at this site. The land owners have entered into a development agreement to their portion of the costs. If approved, the City would need to hire an engineer to prepare the plans and specifications and go out for bid in the spring of 2025 for construction in 2025.

SOURCE OF FUNDS (if applicable)

Sales Tax
Assessments via a development agreement

ATTACHMENTS

Resolution

Resolution No. 2023-224

Resolution Ordering Improvement And Directing Preparation Of Final Plans And Specifications For Road Improvement District No. 552 (Bill & Irv's Properties, Inc.)

WHEREAS, the City Council has received and approved a preliminary engineering report for the project ("Project") known as Road Improvement District No. 552 (Bill & Irv's Properties, Inc.), and

WHEREAS, the City Council held a public hearing on the Project; and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held on the 7th day of October 2024 at which all persons desiring to be heard were given an opportunity to be heard thereon; and

WHEREAS, after due consideration the Council believes it is in the best interests of the City of Hermantown to proceed further with the Project; and

WHEREAS, the next step in the process is to prepare final plans and specifications for such project; and

WHEREAS, the City Council desires to proceed to prepare such plans and specifications.

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed.
3. The City Engineer is hereby authorized and directed to have a project engineer complete final plans and specifications in the project known as Road Improvement District No. 552 (Bill & Irv's Properties, Inc.)
4. Upon completion of such final plans and specifications, the project engineer is requested to present them to the City Council for approval and authorization for bidding.
5. The City reasonably expects to finance the Project from an issue of tax-exempt bonds. In advance of issuance of the bonds it will be necessary for the City to temporarily finance certain costs of the Project by using either working capital or cash reserves, which are needed for other purposes. The City reasonably expects to reimburse itself from the proceeds of the bonds within eighteen (18) months after the date the Project is paid from such working capital or cash reserves.

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 November 18, 2024.



CITY COUNCIL MEETING DATE: November 18, 2024

TO: Mayor & City Council

FROM: John Mulder, City Administrator

SUBJECT: Engineering Contract – Road Improvement Project 552 Bill & Irv’s

☒ **RESOLUTION:** 2023-225 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve proposal from Northland Consulting Engineers for design and construction engineering for Road Improvement Project 552 (Bill & Irv’s).

BACKGROUND

If the City Council orders the improvement for the Bill & Irv’s site, the City will need to enter into an engineering contract for the design and construction of the project.

Northland Consulting Engineers (NCE) has submitted the attached proposal for the work.

SOURCE OF FUNDS (if applicable)

475-433500-305 Project 552

ATTACHMENTS

Resolution
Proposal from NCE

Resolution No. 2024-225

Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver An Agreement For Engineering Services With A Total Not To Exceed Contract Amount Of \$146,420 For Road Improvement District No. 552 (Bill & Irv's Properties, Inc.) With Northland Consulting Engineers

WHEREAS, the City of Hermantown ("City") desires to obtain design and construction engineering services with respect to Road Improvement District No. 552 (Bill & Irv's Properties, Inc.) ("Project"); and

WHEREAS, Northland Consulting Engineers ("Engineer") submitted a proposal to the City to provide such services and

WHEREAS, City and Engineer desire to enter into an Agreement for Engineering Services for Road Improvement District No. 552 (Bill & Irv's Properties, Inc.) ("Agreement") as shown on Exhibit A attached hereto in which Engineer provides engineering to City pursuant to these terms of the Agreement; and

WHEREAS, the City Council believes that it is in the best interests of the City of Hermantown to approve the Agreement of and authorize and direct the Mayor and City Clerk to execute and deliver it on behalf of the City of Hermantown.

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

1. The Mayor and City Clerk are hereby authorized and directed to execute and deliver to Engineer the Agreement for Consulting Services for Road Improvement District No. 552 (Bill & Irv's Properties, Inc.) substantially in the form attached hereto as Exhibit A.

2. The source of payment for the consultant services will be City Fund No. 475-433500-305 – Project 552

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 November 18, 2024.

EXHIBIT A

Civil Engineering Fee Proposal



Date: 11/07/2024

Project Title: Bill & Irv's Properties Roadway and Utilities
Project Location: Hermantown, MN
Company: City of Hermantown
Client Contact: John Mulder
Full Address: 5105 Maple Grove Road, Hermantown, MN 55811

Client Email: jmulder@hermantownmn.com
Office Phone: 218-729-3600
Cell Phone:

Project Description

Northland Consulting Engineer's understands the City of Hermantown's desire to for a businees park near the intersection of Highway 53 and Lavaque Bypass. This project will include roadway construction including storm sewer, sanitary sewer, and water main construction.

Scope of Civil Engineering Services

- 1. Meetings and Communications.
- 2. Roadway Plan and Profile
- 3. Utility Plan and Profile
- 4. Storm Water Management Plan
- 5. Cost Estimating

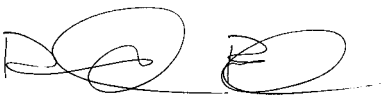
Proposed Fee Calculation Table	Estimated Hours / Hourly Rates					Extended Cost
	Principal	PE	Tech.	Clerical	Other	
Design Engineering	\$190.00	\$150.00	\$85.00	\$60.00		
Communications and Meetings with City and Property Owners	20	20				\$ 6,800.00
Project Management	30					\$ 5,700.00
Project Permitting - WLSSD, MDH, MPCA, MNDNR, MNDOT & SLC	6	12	24			\$ 4,980.00
Existing Conditions and Removals		24	24			\$ 5,640.00
Roadway Plan and Profile	6	24	80			\$ 11,540.00
Storm Sewer Plan and Profile	6	12	40			\$ 6,340.00
Water Main Plan and Profile	4	12	40			\$ 5,960.00
Sanitary Sewer Plan and Profile	4	12	24			\$ 4,600.00
Stormwater Management Plan (SWMP)	2	12	24			\$ 4,220.00
Stabilization Plan and Design of Construction SWPPP		12	12			\$ 2,820.00
Bidding Documents and Specifications	2	12				\$ 2,180.00
Bidding Services		12				\$ 1,800.00
					Subtotal	\$ 62,580.00
Construction Engineering	\$190.00	\$150.00	\$85.00	\$60.00		
Project Management	80	120				\$ 33,200.00
Preconstruction Conference and Award Bid		8				\$ 1,200.00
Weekly Construction Meetings and Summaries		20				\$ 3,000.00
Shop Drawing Review		24				\$ 3,600.00
Construction Inspection/Coordinatoin (40 hours per week for 8 weeks)			320			\$ 27,200.00
Review and Prepare Payment Applications	6	16				\$ 3,540.00
Record Drawing Preparation		8	40			\$ 4,600.00
					Subtotal	\$ 76,340.00
Sub-Consultant - Alta Land Survey Company						
Boundary Survey			LUMP SUM			\$ 1,500.00
Preliminary and Final Plat			LUMP SUM			\$ 3,000.00
Topographic Survey			LUMP SUM			\$ 3,000.00
					Subtotal	\$ 7,500.00
Total NCE Engineering Fees						\$ 146,420.00

Assumptions

- 1. Compensation for services described above will be performed on a Lump-Sum-Fee basis based on the overall project description and scope of services listed above.
- 2. Additional Services may be required. Additional services will be performed only upon written approval by the client and billed on an hourly rate basis in accordance with NCE current rate schedule.
- 3. If acceptable, this proposal along with the attached terms and conditions sheet will serve as our contract for the project.

We understand that this proposal including the attached terms and conditions will serve as our contract for this project.

Submitted By


11/12/24
Signature Date
David Bolf, P.E.
Principle Partner - Civil Department Manager
Northland Consulting Engineers LLP

Accepted By

Signature Date
Printed Name _____
Title _____
Representing _____



CITY COUNCIL MEETING DATE: November 18, 2024

TO: Mayor & City Council

FROM: John Mulder, City Administrator

SUBJECT: Hawklane Business Park

☒ **RESOLUTION:** 2024-226 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve resolution ordering the improvements for Road Improvement District No. 553 Hawklane Business Park.

BACKGROUND

The City Council held a public hearing on October 7, 2024 on the proposed improvements to the land known as the Hawklane Business Park at the intersection of Hwy 53 and Lavaque Bypass. The improvements would include, water, sewer, and road improvements to allow for commercial development at this site. The land owners have entered into a development agreement to their portion of the costs. The City had applied and been award and infrastructure grant from the State of MN for a portion of the project costs. If approved, the City would need to hire and engineer to prepare the plans and specifications and go out for bid in the spring of 2025 for contraction in 2025.

SOURCE OF FUNDS (if applicable)

Sales Tax
Assessments via a development agreement.

ATTACHMENTS

Resolution

Resolution No. 2024-226

Resolution Ordering Improvement And Directing Preparation Of Final Plans And Specifications For Road Improvement District No. 553 (Hawklane Business Park)

WHEREAS, the City Council has received and approved a preliminary engineering report for the project (“Project”) known as Road Improvement District No. 553 (Hawklane Business Park), and

WHEREAS, the City Council held a public hearing on the Project; and

WHEREAS, ten days’ mailed notice and two weeks’ published notice of the hearing was given, and the hearing was held on the 7th day of October 2024 at which all persons desiring to be heard were given an opportunity to be heard thereon; and

WHEREAS, after due consideration the Council believes it is in the best interests of the City of Hermantown to proceed further with the Project; and

WHEREAS, the next step in the process is to prepare final plans and specifications for such project; and

WHEREAS, the City Council desires to proceed to prepare such plans and specifications.

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed.
3. The City Engineer is hereby authorized and directed to have a project engineer complete final plans and specifications in the project known as Road Improvement District No. 553 (Hawklane Business Park)
4. Upon completion of such final plans and specifications, the project engineer is requested to present them to the City Council for approval and authorization for bidding.
5. The City reasonably expects to finance the Project from an issue of tax-exempt bonds. In advance of issuance of the bonds it will be necessary for the City to temporarily finance certain costs of the Project by using either working capital or cash reserves, which are needed for other purposes. The City reasonably expects to reimburse itself from the proceeds of the bonds within eighteen (18) months after the date the Project is paid from such working capital or cash reserves.

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 November 18, 2024.



CITY COUNCIL MEETING DATE: November 18, 2024

TO: Mayor & City Council

FROM: John Mulder, City Administrator

SUBJECT: Engineering Contract – Road Improvement Project 553 Hawkline Business Park

☒ **RESOLUTION:** 2023-227 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

Approve proposal from Northland Consulting Engineers for design and construction engineering for Road Improvement Project 553 (Hawkline Business Park).

BACKGROUND

If the City Council orders the improvement for the Hawkline Business Park, the City will need to enter into an engineering contract for the design and construction of the project.

Northland Consulting Engineers (NCE) has submitted the attached proposal for the work.

SOURCE OF FUNDS (if applicable)

475-433500-305 Project 552

ATTACHMENTS

Resolution
Proposal from NCE

Resolution No. 2024-227

Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver An Agreement For Engineering Services With A Total Not To Exceed Contract Amount Of \$384,760 For Road Improvement District No. 553 (Hawklane Business Park) With Northland Consulting Engineers

WHEREAS, the City of Hermantown (“City”) desires to obtain design and construction engineering services with respect to Road Improvement District No. 553 (Hawklane Business Park) (“Project”); and

WHEREAS, Northland Consulting Engineers (“Engineer”) submitted a proposal to the City to provide such services and

WHEREAS, City and Engineer desire to enter into an Agreement for Engineering Services for Road Improvement District No. 553 (Hawklane Business Park) (“Agreement”) as shown on Exhibit A attached hereto in which Engineer provides engineering to City pursuant to these terms of the Agreement; and

WHEREAS, the City Council believes that it is in the best interests of the City of Hermantown to approve the Agreement of and authorize and direct the Mayor and City Clerk to execute and deliver it on behalf of the City of Hermantown.

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

1. The Mayor and City Clerk are hereby authorized and directed to execute and deliver to Engineer the Agreement for Consulting Services for Road Improvement District No. 553 (Hawklane Business Park) substantially in the form attached hereto as Exhibit A.

2. The source of payment for the consultant services will be City Fund No. 475-433500-305 – Project 553

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 November 18, 2024.

EXHIBIT A

Civil Engineering Fee Proposal



Date: 11/07/2024

Project Title: Hawk Line Roadway and Utilities
Project Location: Hermantown, MN
Company: City of Hermantown
Client Contact: John Mulder
Full Address: 5105 Maple Grove Road, Hermantown, MN 55811

Client Email: jmulder@hermantownmn.com
Office Phone: 218-729-3600
Cell Phone:

Project Description
Northland Consulting Engineer's understands the City of Hermantown's desire to for a businees park near the intersection of Highway 53 and Lavaque Bypass. This project will include roadway construction including storm sewer, sanitary sewer, and water main construction.

- Scope of Civil Engineering Services**
- 1. Meetings and Communications.
 - 2. Roadway Plan and Profile
 - 3. Utility Plan and Profile
 - 4. Storm Water Management Plan
 - 5. Cost Estimating

Proposed Fee Calculation Table	Estimated Hours / Hourly Rates					
	Principal	PE	Tech.	Clerical	Other	
Design Engineering	\$190.00	\$150.00	\$85.00	\$60.00		Extended Cost
Communications and Meetings with City and Property Owners	64	64				\$ 21,760.00
Project Management	64					\$ 12,160.00
Project Permitting - WLSSD, MDH, MPCA, MNDNR, MNDOT & SLC	16	24	56			\$ 11,400.00
Existing Conditions and Removals		64	56			\$ 14,360.00
Roadway Plan and Profile	24	64	240			\$ 34,560.00
Storm Sewer Plan and Profile	24	32	120			\$ 19,560.00
Water Main Plan and Profile	12	32	120			\$ 17,280.00
Sanitary Sewer Plan and Profile	8	16	24			\$ 5,960.00
Lift Station Design and Details	12	32	64			\$ 12,520.00
Stormwater Management Plan (SWMP)	8	32	64			\$ 11,760.00
Stabilization Plan and Design of Construction SWPPP		32	32			\$ 7,520.00
Bidding Documents and Specifications	8	32				\$ 6,320.00
Bidding Services		32				\$ 4,800.00
	Subtotal					\$ 179,960.00
Construction Engineering	\$190.00	\$150.00	\$85.00	\$60.00		Extended Cost
Project Management	200	300				\$ 83,000.00
Preconstruction Conference and Award Bid		10				\$ 1,500.00
Weekly Construction Meetings and Summaries		20				\$ 3,000.00
Shop Drawing Review		24				\$ 3,600.00
Construction Inspection/Coordinatoin (50 hours per week for 20 weeks)			1000			\$ 85,000.00
Review and Prepare Payment Applications	20	40				\$ 9,800.00
Record Drawing Preparation		10	40			\$ 4,900.00
	Subtotal					\$ 190,800.00
Sub-Consultants - Alta Land Survey Company						
Boundary Survey	LUMP SUM					\$ 3,000.00
Preliminary and Final Plat	LUMP SUM					\$ 5,500.00
Topographic Survey	LUMP SUM					\$ 5,500.00
	Subtotal					\$ 14,000.00
Total NCE Engineering Fees						\$ 384,760.00

Assumptions

1. Compensation for services described above will be performed on a Lump-Sum-Fee basis based on the overall project description and scope of services listed above.

2. Additional Services may be required. Additional services will be performed only upon written approval by the client and billed on an hourly rate basis in accordance with NCE current rate schedule.

3. If acceptable, this proposal along with the attached terms and conditions sheet will serve as our contract for the project.

We understand that this proposal including the attached terms and conditions will serve as our contract for this project.

Submitted By



11/12/24

SignatureDateDavid Bolf, P.E.Principle Partner - Civil Department ManagerNorthland Consulting Engineers LLP

Accepted By

SignatureDatePrinted NameTitleRepresenting

CITY COUNCIL MEETING DATE: November 18th, 2024

TO: Mayor & City Council

FROM: Brandon Holmes – City Building Official

SUBJECT: Abatement of Hazards – Maple Field Trailer Park

☒ **RESOLUTION:** 2024-228 ☐ **ORDINANCE:** ☐ **OTHER:**

REQUESTED ACTION

The City Building Official, in accordance with City Policy 2016-36, hereby requests the City Council issue an order to abate the two hazardous structure(s) located at 4930 Mathew Lane and 4944 Mathew within the Maple Field Trailer Park located at 4921 Eddy Ave.

BACKGROUND

The Building Official began a special investigation in February of 2024 as a result of an anonymous complaint alleging hazardous living conditions and unpermitted work. In the course of this investigation numerous other complaints were received and sustained which broadened the scope of the investigation to include the park as whole. Throughout this process numerous other enforcement agencies were brought to bear and there is currently an ongoing investigation and pending enforcement action as part of a coordinated effort between the Hermantown Building Department, the Hermantown City Attorney, the MN Department of Health, the MN Department of Labor and Industry and St. Louis County.

Currently, there are two vacant units within park that constitute the most egregious hazards. These include substantial structural failures, lack of compliant potable water connections, lack of functioning sanitation provisions and obstructed egress among others, all of which pose an immediate risk to the health, safety and sanitation of the public.

On October 29th, 2024 a final Directive of the Building Official was issued regarding these structures. To date no substantial corrective action has been undertaken and the deadline for appeal expired on the 12th of November.

SOURCE OF FUNDS (if applicable)

The cost of any abatement work undertaken by the City could be recouped via tax assessments, additional civil action, and revenue from fines assessed as part of criminal proceedings currently underway.

ATTACHMENTS

Resolution

October 29th Directive of the Building Official with Signed Certified Mail Receipt

Photo Appendix

Resolution No. 2024-228

Resolution Directing The Immediate Abatement Of Hazardous Structure(S) Within The Mobile Home Park Located At 4921 Eddy Ave

WHEREAS, Minnesota Statute § 463.16 authorizes the municipal governing body to:
“... order the owner of any hazardous building or property within the municipality to correct or remove the hazardous condition of the building or property or to raze or remove the building.”

WHEREAS, the Building Official for the City of Hermantown has issued corrective actions and a formal Directive of the Building Official to the property owner, one Steven Schneeberger of Elevated Management LLC, for two hazardous structures located at 4930 Mathew Lane and 4944 Mathew within the larger Maple Field Mobile Home Park located at 4921 Eddy Ave.

WHEREAS, the Building Official certifies no substantial corrective actions have been undertaken and the timeline for appeals is expired.

WHEREAS, the current unresolved conditions create numerous violations of MN Statute 326b, MN Rule Chapter(s) 1300 and 1350, City Ordinance Chapter 10 as well as the MN Plumbing Code. All pose a substantial and immediate risk to the health, safety and sanitation of the public. Said violations have been determined to be too substantial to effectively repair, leaving removal as the only safe and advisable option

WHEREAS, Minnesota Statute § 463.17 further allows that *“...the governing body of any municipality may correct or remove the hazardous condition of any hazardous building or property; the cost of which shall be charged against the real estate as provided in section [463.21](#) except the governing body may provide that the cost so assessed may be paid in not to exceed five equal annual installments with interest therein, at eight percent per annum.”*

WHEREAS, in accordance with MN Statute § 463.19 a motion for summary enforcement of the orders will be made to the district court of the county in which the hazardous structures buildings or property is situated unless corrective action is taken, or unless an answer is filed by serving the City Clerk within 20 days of this order.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hermantown that Elevated Management LLC and its representative, Steven Schneeberger are hereby ordered to abate the above hazards by taking immediate action to remove the hazardous structures located at 4930 Mathew Lane and 4944 Mathew Lane within the mobile home park at 4921 Eddy Ave no later than Monday December 9th, 2024.

NOW, THEREFORE, BE IT FURTHER RESOLVED the City Building Official and City Attorney are hereby directed to make all required arrangements to abate such hazards by filing all required motions with the district court, providing service upon all parties as required by law and

to proceed with the obtaining bids and entering into agreements as needed for professional services to enact said removals if the property owner fails to act within the timeframe allotted.

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 November 18, 2024.



5105 Maple Grove Road Hermantown, Minnesota 55811
Phone: 218-729-3600 / Fax: 218-729-3620
Website: www.hermantownmn.com

-DIRECTIVE OF THE BUILDING OFFICIAL -

10/29/2024

Elevated Property Management C/O
Steven Schneeberger
3406 W 88th Street
Bloomington, MN 55431

Re: The manufactured home(s) at 4930 Mathew and 4944 Mathew located in the manufactured home park at 4921 Eddy Ave Hermantown, MN 55811

You have been notified of the hazards present, and corrective actions needed in this park via US mail, dozens of e-mail's, phone calls, in-person meetings, the initiation of criminal proceedings with case 69 DU-CR-24-2244 and most recently directly through your attorney. Some of these communications go as far back as February. As of today's inspection, no substantial corrective actions appear to have been undertaken aside from removing one blighted unit.

Two units in particular, 4930 Mathew and 4944 Mathew, have continued to deteriorate beyond the point of waiting for repair or re-certification due to the immediate hazards they continue to pose. It should be noted on 09/03/2024 and 09/05/2024 I did e-mail you specifically addressing the hazardous conditions at 4944 Mathew because of their particularly egregious nature. On 10/15/2024 both units were posted with a hazardous structure notice. The notices and corrective actions along with the impending Do Not Occupy Orders were also subsequently discussed with your attorney. On 10/22/2024 during my follow up inspection both units were posted with said Do Not Occupy Order.

As such, I, the Building Official for the City of Hermantown on the 29th Day of November, 2024 do confirm I have inspected the manufactured home(s) located at 4930 and 4944 Mathew Lane on numerous dates, most recently on October 22nd 2024 and again today, the 29th of October 2024.

During inspection I have confirmed no required items from the copious amounts of communications, orders, e-mails and phone calls have been resolved, neither unit has been

certified by an engineer and substantial structural, life safety, and health hazards abound, continuing to leave these dwelling(s) unfit for human habitation. A more than reasonable time frame has been allowed to begin the process on these corrective actions during the course of this of this ongoing investigation which began in February.

As such, pursuant to the authority granted me from the City of Hermantown by section 1030 of Title 2 of the Hermantown City Code, Minnesota Rules Chapter 1300.0180 and Minnesota Statute Section 463.15. et. seq. **I HERBY DIRECT YOU AS FOLLOWS:**

- 1) Do not allow any occupancy of any kind in either unit.
- 2) Abate all present hazards by removing each unit.
OR
- 3) Submit a permit application, accompanied by engineer certified plans showing how all hazards will be abated, compliant sewer and water services will be restored and the units returned to their original listings without further delay.

**THE ABOVE ORDERD ACTIONS SHALL BE COMPLETED NO LATER THAN
11/12/2024**

YOU ARE HEARBY ADVISED that you may appeal this directive to the City of Hermantown City Council by giving written notice to the City Administrator within ten (10) days after this directive is mailed to you. The notice must contain a complete statement of the matter in controversy and a check for the required fee.

YOU ARE HEARBY FUTHER ADVISED failure to comply with this Directive may result in the imposition of a lien against your property or other legal proceedings being brought against you, including an action in district court to order the Hazard to be removed. IF such an action is necessary, the City is entitled to recover its costs against the owner of the property and/or the property.

Dated this 29th day of October, 2024

Brandon Holmes

Building Official, City of Hermantown
5105 Maple Grove Road
Hermantown, MN 55811
218 729-3610
bholmes@hermantownmn.com

Enclosures:
Notice of Appeal to City Council
Corrective E-mail 4/24/24
Corrective E-mail 09/03/24
Corrective E-mail 09/05/24
Photo Exhibit





